

# CITY OF BLOOMINGTON TOWNSHIP

## NOTICE

MEETING: Board of Trustees, City of Bloomington Township  
DATE: Monday, December 14, 2020  
PLACE: Bloomington City Hall, 109 E. Olive St. *(In light of COVID – 19, the meeting will be live streamed: <https://cityblm.org/live>)*  
TIME: 5:45 pm

## AGENDA

- I. Call to Order: Tari Renner, Trustee
- II. Pledge of Allegiance to the Flag
- 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 November 23, 2020 Board Meeting. (Recommend that the Minutes of the November 23, 2020 Meeting be approved as presented.)
- B. Action and Approval by Board on Monthly General Town Fund, General Assistance Fund and Evergreen Memorial Cemetery Audits of November 2020 accounts. (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.)
- V. Resolution Amending Resolution 2017 – 02, A Resolution Adopting a Policy Prohibiting Sexual Harassment for the Town of the City of Bloomington. (Recommend that the Resolution be adopted.)
- VI. Ordinance Amending Ordinance 2020 – 04, An Ordinance Authorizing the Creation and Implementation of a Community Emergency Response Program for Eligible Residents of the City of Bloomington Township. (Recommend that the Ordinance be passed.)
- VII. Reports by Elected Officials
  - A. Comments: Deb Skillrud, Township Supervisor.
  - B. Comments: Steve Scudder, Township Assessor.
- VIII. Public Comments *(Can be emailed by 3:30 p.m. on December 14, 2020 to: [townshipoffice@cityblm.org](mailto:townshipoffice@cityblm.org). Comments received will be read into the record by the Supervisor during the meeting, subject to existing Public Comment rules.)*
- IX. Adjournment

MINUTES OF THE TOWN OF THE CITY  
OF BLOOMINGTON TOWNSHIP  
MONDAY, NOVEMBER 23, 2020; 5:45 P.M.

*This meeting was conducted under Governor Pritzker's Executive Order 2020 – 07, Section 6 implemented in response to COVID – 19, which 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 Township Clerk, Leslie Yocum, in person in City Hall's Council Chambers at 5:45 p.m., Monday, November 23, 2020. The meeting was called to order by Trustee Renner.

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

Trustees present remotely: Jamie Mathy, Donna Boelen, Mboka Mwilambwe, Julie Emig, Joni Painter, Mollie Ward, Jeff Crabill, Kim Bray and Tari Renner

Trustees absent: Jennifer Carrillo

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

Staff present in person: Leslie Yocum, Township Clerk.

Action and Approval of Minutes of the October 26, 2020 Board Meeting, as presented.

Trustee Ward was not a Trustee at the October 26, 2020 meeting.

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

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

Ayes: Trustees Mathy, Boelen, Mwilambwe, Emig, Painter, Ward, Crabill, Bray and Renner.

Nays: none.

Motion carried.

Action and Approval of the Monthly General Town Fund, General Assistance Fund and Evergreen Memorial Cemetery Audits of October 2020 accounts as presented.

Motion by Trustee Boelen, seconded by Trustee Painter, that the Monthly General Town Fund, General Assistance Fund and Evergreen Memorial Cemetery Audits of October 2020 be approved as presented.

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

Ayes: Trustees Mathy, Boelen, Mwilambwe, Emig, Painter, Ward, Crabill, Bray and Renner.

Nays: none.

Motion carried.

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

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

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

Ayes: Trustees Mathy, Boelen, Mwilambwe, Emig, Painter, Ward, Crabill, Bray and Renner.

Nays: none.

Motion carried.

Discussion and Acceptance of the 2021 Annual Meeting List for the City of Bloomington Township and Evergreen Memorial Cemetery.

Motion by Trustee Boelen, seconded by Trustee Painter, that the 2021 Annual Meeting List for the City of Bloomington Township and Evergreen memorial Cemetery be accepted as presented.

Trustee Mathy noted the 2021 meeting start times for the Township had been changed from 5:45 p.m. to 5:30 p.m.

Deborah Skillrud, Supervisor, addressed the Board. She added the December 2021 Township meeting was listed as December 13<sup>th</sup> or 20<sup>th</sup>. The Township meeting would coincide with a City Council meeting, which had not been announced.

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

Ayes: Trustees Mathy, Boelen, Mwilambwe, Emig, Painter, Ward, Crabill, Bray and Renner.

Nays: none.

Motion carried.

Approval of the Tax Levy Ordinance for Tax Year 2021 to be used in Fiscal Year 2022 (April 1, 2021 – March 30, 2022) as presented.

Motion by Trustee Boelen, seconded by Trustee Crabill, that the 2020 Tax Levy be approved, and the Ordinance passed as presented.

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

Ayes: Trustees Mathy, Boelen, Mwilambwe, Emig, Painter, Ward, Crabill, Bray and Renner.

Nays: none.

Motion carried.

Mrs. Skillrud gave a COVID-19 update, noting case numbers remained low. She informed the Board that eviction notices have included inflated fees due to a tenant's inability to pay the bill. She was considering extending the Community Emergency Response Program (CERP) deadline from December 31, 2020 to March 31, 2021. Mid-Central Community Action (MCCA) had depleted their COVID-19 assistance funds. Open cases were referred to the City of Bloomington for assistance. She presented information regarding additional aid resources and programs.

Trustee Boelen requested details regarding fees charged to renters. Mrs. Skillrud stated the fees were associated with the tenant's inability to make the monthly rent payment. Landlords were charging \$5/day the rent remained unpaid. She cited one case where a landlord charged a tenant a per day fee which was not cited in the lease. Extreme cases are referred to Prairie State Legal Services.

Steve Scudder, Assessor, addressed the Board. His office had received a reduced number of property assessment appeals this year.

Trustee Renner opened the meeting to receive Public Comment. Mrs. Yocum stated that Anthony Overton was present and registered for public comment. Mr. Overton comments were for the City of Bloomington and would be shared with the City Council. Janae Clarke had registered but was not present at the meeting.

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

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

Ayes: Trustees Mathy, Boelen, Mwilambwe, Emig, Painter, Ward, Crabill, Bray and Renner.

Nays: none.

Motion carried.

The meeting adjourned at 5:52 p.m.

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Leslie Yocum, Township Clerk

**STATEMENT OF FUNDS--SUPERVISOR**

ALL ACCOUNTS  
McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)

)SS

Town of the City of Bloomington

COUNTY OF McLEAN)

**OFFICE OF THE TOWN SUPERVISOR--GENERAL TOWN ADMINISTRATION FUND**

The following is a statement by DEBORAH L. SKILLRUD, SUPERVISOR of the TOWN OF THE CITY OF BLOOMINGTON in the County and State aforesaid, of the amount of public funds received and expended by her during the period just closed, ending on the **30th day of November 2020**, 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 **14th day of December 2020**.

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

\_\_\_\_\_  
Notary Public

This **14th day of December 2020**.

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 **\$957,262.72** in ILLINOIS FUNDS in SPRINGFIELD, ILLINOIS, **\$138,744.81** in PRAIRIE STATE BANK & TRUST (53) in BLOOMINGTON, McLEAN COUNTY, ILLINOIS, a balance of **\$1,670,909.83** in PRAIRIE STATE BANK & TRUST (64) in BLOOMINGTON, McLEAN COUNTY, ILLINOIS, and a balance of **\$8,302.62** in BLOOMINGTON MUNICIPAL CREDIT UNION (48) in BLOOMINGTON, McLEAN COUNTY, ILLINOIS, constituting the GENERAL TOWN ADMINISTRATION FUND of said TOWN.

WARD 1: Jamie Mathy  
\_\_\_\_\_

WARD 6: Jenn Carrillo  
\_\_\_\_\_

WARD 2: Donna Boelen  
\_\_\_\_\_

WARD 7: Mollie Ward  
\_\_\_\_\_

WARD 3: Mboka Mwilambwe  
\_\_\_\_\_

WARD 8: Jeff Crabill  
\_\_\_\_\_

WARD 4: Julie Emig  
\_\_\_\_\_

WARD 9: Kimberly Bray  
\_\_\_\_\_

WARD 5: Joni Painter  
\_\_\_\_\_

Trustee Tari Renner  
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: **NOVEMBER 2020**

**Public Funds at Commencement**

Cash: Prairie State Bank & Trust (53) Checking Balance	\$	91,562	
Cash: Bloomington Municipal Credit Union (48) Checking Balance	\$	8,303	
Investments: Illinois Fund	\$	957,189	
Investments: Prairie State Bank & Trust (64)	\$	<u>1,845,543</u>	
Public Funds at Commencement			\$ 2,902,597

**Public Funds Received This Month**

Interest: Prairie State Bank (53)	\$	39	
Interest: Prairie State Bank (64)	\$	367	
Interest: Illinois Funds (1085)	\$	74	
Other Income - Retiree Insurance	\$	1,396	
Other Income - Other	\$	<u>6</u>	
Public Funds Received This Month			\$ 1,881
Public Funds Available			\$ 2,904,477

**Public Funds Expended This Month**

**TOTAL Public Funds at Month End** \$ 2,775,220

**Public Funds at Month End**

Cash: Prairie State Bank & Trust (53) Checking Balance	\$	138,745	
Cash: Bloomington Municipal Credit Union (48) Checking Balance	\$	8,303	
Investments: Illinois Fund	\$	957,263	
Investments: Prairie State Bank & Trust (64)	\$	<u>1,670,910</u>	
<b>TOTAL Public Funds at Month End</b>			<u><u>\$ 2,775,220</u></u>

**Checking Account Activity**

Prairie State Bank & Trust (53) Balance at Commencement	\$	91,562	
Deposits			
Interest: Prairie State Bank & Trust (53)	\$	39	
Other Income - Retiree Insurance	\$	1,396	
Other Income - Other	\$	6	
Transfer from Prairie State Bank & Trust Reserve (64)	\$	<u>175,000</u>	
Total Deposits for Month	\$	<u>176,440</u>	
Total Funds Available			\$ 268,002
Checks Written			
Assessor's Office Expenses	\$	8,166	
Community Agency Funding	\$	25,565	
Compensation & Benefits	\$	86,387	
Services & Expenses	\$	6,398	
Supervisor's Office Expenses	\$	<u>2,740</u>	
Total Checks Written	\$	<u>129,257</u>	
Total Checks Written			\$ 129,257
<b>Prairie State Bank &amp; Trust (53) Balance at Month End</b>			<u><u>\$ 138,745</u></u>

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

Balance per Bank Statement	\$	175,528	
Plus Outstanding Deposits	\$	7,831	
Less Outstanding Checks	\$	<u>(44,613)</u>	
<b>Checkbook Balance per Reconciliation</b>			<u><u>\$ 138,745</u></u>



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

Statement of Receipts and Disbursements

		<u>Nov-20</u>	
Revenue			
7000 Interest		\$ 479	
7400 Other Income		\$ 1,402	
	Total Revenue	<u>\$</u>	<u>1,881</u>
	Total Income		<u>\$ 1,881</u>
Expense			
Assessor's Office			
9161 Telephone		\$ 318	
9171 Utilities		\$ 451	
9191 Postage		\$ 165	
9201 Office Supplies		\$ 2,873	
9271 Appraisal Services		\$ 4,164	
9291 Janitorial		\$ 150	
9301 Computer Services		\$ 45	
	Total Assessor's Office		\$ 8,166
Community Agency Funding			
1025 GA Client Services		\$ 17,049	
1027 Senior Services		\$ 8,500	
	Total Community Agency Funding		\$ 25,549
Compensation (Salaries) & Benefits			
7011 TWP Supervisor		\$ 7,833	
7021 TWP Assessor		\$ 8,000	
7031 Town Clerk		\$ 200	
7051 General Assistance Staff		\$ 23,843	
7061 Deputy Assessors		\$ 25,673	
7081 IMRF/Employer (2020 = 11.62%)		\$ 6,909	
7091 FICA (SS/MC)/Employer		\$ 4,661	
7101 Group Medical/Employer		\$ 9,268	
	Total Compensation (Salaries) & Benefits		\$ 86,387
Services & Expenses			
1038 Other Expenditures		\$ 49	
1040 Building Maintenance		\$ 159	
1042 Janitorial Services & Supplies		\$ 350	
1045 Special Projects		\$ 5,841	
	Total Services & Expenses		\$ 6,398
Supervisor's Office			
8121 Janitorial		\$ 188	
8131 Utilities		\$ 677	
8141 Telephones		\$ 330	
8151 Car Expense		\$ 121	
8161 Education/Conference/Meetings		\$ 366	
8181 Equipment Repair/Rental		\$ 275	
8191 Office Supplies		\$ 577	
8221 Computer/Contract Services		\$ 208	
	Total Supervisor's Office		\$ 2,740
	Total Expense		<u>\$ 129,241</u>
Net Income			<u><u>\$ (127,360)</u></u>

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

Year to Date **AMENDED** Budget Comparison

Income		<u>Nov-20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Revenue					
7000 Interest		\$ 4,674	\$ 3,750	\$ 924	124.6%
7400 Other Income		\$ 24,898	\$ 35,000	\$ (10,102)	71.1%
	Other Income: Grant #1 (JMS Medical)	\$ 5,000	\$ 5,000	\$ -	100.0%
	Other Income: Grant #2	\$ -	\$ 50,000	\$ (50,000)	0.0%
7450 Township Litigation Income		\$ -	\$ 25	\$ (25)	0.0%
7600 Personal Property Replacement Tax		\$ 104,171	\$ 87,500	\$ 16,671	119.1%
7800 Tax Levy		\$ 1,609,570	\$ 1,645,000	\$ (35,430)	97.8%
7900 Proceeds from Loan		\$ -	\$ 20,000	\$ (20,000)	0.0%
	Total Revenue	<u>\$ 1,748,313</u>	<u>\$ 1,846,275</u>	<u>\$ (97,962)</u>	<u>94.7%</u>
	Total Income	\$ 1,748,313	\$ 1,846,275	\$ (97,962)	94.7%
Expense					
Assessor's Office					
9141 Rent/Debt Service		\$ -	\$ 21,544	\$ (21,544)	0.0%
9151 Auto Expense		\$ 2,780	\$ 3,000	\$ (220)	92.7%
9161 Telephone		\$ 1,559	\$ 4,000	\$ (2,441)	39.0%
9171 Utilities		\$ 3,364	\$ 5,800	\$ (2,436)	58.0%
9191 Postage		\$ 165	\$ 300	\$ (135)	55.0%
9201 Office Supplies		\$ 2,917	\$ 2,000	\$ 917	145.9%
9211 Publications & Printing		\$ -	\$ 500	\$ (500)	0.0%
9231 Equipment		\$ 1,000	\$ 6,000	\$ (5,000)	16.7%
9241 Equipment Repair/Rental		\$ -	\$ 1,500	\$ (1,500)	0.0%
9251 Education/Meetings/Conferences		\$ 2,591	\$ 9,000	\$ (6,409)	28.8%
9261 Replatting & Remapping		\$ -	\$ 9,000	\$ (9,000)	0.0%
9271 Appraisal Services		\$ 9,283	\$ 34,000	\$ (24,717)	27.3%
9291 Janitorial		\$ 1,200	\$ 2,000	\$ (800)	60.0%
9301 Computer Services		\$ 1,385	\$ 20,000	\$ (18,615)	6.9%
9311 Mapping/GIS Services		\$ -	\$ 30,000	\$ (30,000)	0.0%
9312 Membership Dues/Assessor's Staff		\$ 965	\$ 2,500	\$ (1,535)	38.6%
	Total Assessor's Office	<u>\$ 27,210</u>	<u>\$ 151,144</u>	<u>\$ (123,934)</u>	<u>18.0%</u>
Community Agency Funding					
1021 Grant #1 (JMS Medical)		\$ 1,697	\$ 5,000	\$ (3,303)	33.9%
1022 Grant #2		\$ -	\$ 50,000	\$ (50,000)	0.0%
1023 Community Medical		\$ 18,517	\$ 18,500	\$ 17	100.1%
1025 GA Workfare Development/Client Services		\$ 42,353	\$ 71,200	\$ (28,847)	59.5%
1026 Youth Services		\$ 25,000	\$ 35,000	\$ (10,000)	71.4%
1027 Senior Services		\$ 48,500	\$ 68,500	\$ (20,000)	70.8%
10271 Community Emergency Response Program (CERP)		\$ -	\$ 100,000	\$ (100,000)	0.0%
	Total Community Agency Funding	<u>\$ 136,067</u>	<u>\$ 348,200</u>	<u>\$ (212,133)</u>	<u>39.1%</u>
Compensation & Benefits					
7011 TWP Supervisor		\$ 62,667	\$ 94,000	\$ (31,333)	66.7%
7021 TWP Assessor		\$ 64,000	\$ 96,000	\$ (32,000)	66.7%
7031 Town Clerk		\$ 1,600	\$ 2,500	\$ (900)	64.0%
7041 Town Trustees		\$ 1,380	\$ 2,800	\$ (1,420)	49.3%
7051 General Assistance Staff		\$ 197,455	\$ 384,297	\$ (186,842)	51.4%
7061 Deputy Assessors		\$ 198,291	\$ 404,000	\$ (205,709)	49.1%
7081 IMRF/Employer (2020 = 11.62%)		\$ 55,521	\$ 123,755	\$ (68,234)	44.9%
7091 FICA (SS/MC)/Employer		\$ 37,326	\$ 75,000	\$ (37,674)	49.8%
7101 Group Medical/Employer		\$ 72,670	\$ 175,000	\$ (102,330)	41.5%
7111 State Unemployment/Employer		\$ 305	\$ 1,600	\$ (1,295)	19.0%
	Total Compensation & Benefits	<u>\$ 691,215</u>	<u>\$ 1,358,952</u>	<u>\$ (667,737)</u>	<u>50.9%</u>

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

Year to Date **AMENDED** Budget Comparison (cont.)

Services & Expenses	<u>Nov-20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
1028 Membership Dues	\$ 1,667	\$ 2,000	\$ (333)	83.4%
1029 Auditing Expense	\$ -	\$ 8,000	\$ (8,000)	0.0%
1030 Legal Expense	\$ 4,883	\$ 12,000	\$ (7,117)	40.7%
1034 Insurance	\$ 12,773	\$ 14,000	\$ (1,227)	91.2%
1035 Publishing	\$ 423	\$ 2,000	\$ (1,577)	21.2%
1038 Other Expenditures	\$ 431	\$ 4,000	\$ (3,569)	10.8%
1039 Debt Service: Principle & Interest	\$ -	\$ 20,000	\$ (20,000)	0.0%
1040 Building Maintenance	\$ 2,858	\$ 10,000	\$ (7,142)	28.6%
1042 Janitorial Services & Supplies	\$ 4,805	\$ 12,000	\$ (7,195)	40.0%
1043 Building Security	\$ -	\$ 3,500	\$ (3,500)	0.0%
1044 Building Repairs	\$ -	\$ 25,000	\$ (25,000)	0.0%
1045 Special Projects	\$ 6,468	\$ 40,000	\$ (33,532)	16.2%
Total Services & Expenses	<u>\$ 34,309</u>	<u>\$ 152,500</u>	<u>\$ (118,191)</u>	<u>22.5%</u>
Supervisor's Office				
8091 Postage	\$ 1,375	\$ 4,500	\$ (3,125)	30.6%
8101 Rent/Debt Service	\$ -	\$ 40,000	\$ (40,000)	0.0%
8121 Janitorial	\$ 1,500	\$ 5,000	\$ (3,500)	30.0%
8131 Utilities	\$ 5,046	\$ 7,000	\$ (1,954)	72.1%
8141 Telephones	\$ 2,089	\$ 5,000	\$ (2,911)	41.8%
8151 Car Expense	\$ 581	\$ 4,000	\$ (3,419)	14.5%
8161 Education/Conference/Meetings	\$ 1,093	\$ 3,000	\$ (1,907)	36.4%
8171 Equipment	\$ -	\$ 5,000	\$ (5,000)	0.0%
8181 Equipment Repair/Rental	\$ 2,200	\$ 8,000	\$ (5,800)	27.5%
8191 Office Supplies	\$ 1,530	\$ 6,000	\$ (4,470)	25.5%
8201 Printing	\$ -	\$ 3,000	\$ (3,000)	0.0%
8211 Publications	\$ 50	\$ 1,000	\$ (950)	5.0%
8221 Computer/Contract Services	\$ 1,019	\$ 16,900	\$ (15,881)	6.0%
8241 Membership Dues	\$ 35	\$ 450	\$ (415)	7.8%
Total Supervisor's Office	<u>\$ 16,519</u>	<u>\$ 108,850</u>	<u>\$ (92,331)</u>	<u>15.2%</u>
Emergency Transfer of Funds				
9000 GT Funds Transferred to GA Fund	\$ -	\$ 200,000	\$ (200,000)	0.0%
Total Emergency Transfer of Funds	<u>\$ -</u>	<u>\$ 200,000</u>	<u>\$ (200,000)</u>	<u>0.0%</u>
Total Expense	<u>\$ 905,320</u>	<u>\$ 2,319,646</u>	<u>\$ (1,414,326)</u>	<u>39.0%</u>
Net Income	\$ 842,993	\$ (473,371)	\$ 1,316,364	

**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)			
11/02/2020	8908	Soaring Eagle Cleaning Services LLC	-600.00
11/03/2020	8909	Prairie State Legal Services, Inc	-18,500.00
11/03/2020	8910	City of Bloomington IS Telecommunication	-599.65
11/03/2020	8911	Direct Energy Business	-575.58
11/03/2020	8912	Apex Software	-2,500.00
11/03/2020	8913	Coldwell Banker, Honig-Bell	-45.00
11/03/2020	8914	Bowman, Danny	-1,664.00
11/03/2020	8915	NICOR Gas	-99.98
11/03/2020	8916	CDS Office Technologies	-80.00
11/05/2020	EFT	EFT-Valutec Card Solutions	-73.80
11/10/2020	Transfer	Prairie State Bank & Trust	175,000.00
11/10/2020	8917	Confidential On-Site Paper Shredding	-134.02
11/10/2020	8918	Maruna, Thomas O	-120.75
11/10/2020	8919	City of Bloomington IS Telecommunication	-48.06
11/13/2020	20201115	EFT-Payroll	-22,656.90
11/13/2020	40325451	EFT-Federal Tax Deposit	-8,098.75
11/13/2020	0724693984	EFT-IL Tax Deposit	-1,381.62
11/13/2020	EFT	Prairie State Bank & Trust	-380.00
11/13/2020	EFT	TASC (Total Administrative Services Corp)	-735.38
11/17/2020	8920	VISA (DLS)	-999.73
11/17/2020	8921	Kaeb Sanitary Supply Inc	-87.00
11/17/2020	8922	VISA (JMS)	-16.69
11/17/2020	8923	Huck's/WEX Bank	-15.66
11/17/2020	8924	Quill Corporation	-342.90
11/17/2020	8925	Quill Corporation	-1,469.98
11/17/2020	8926	City of Bloomington Water Dept	-451.99
11/17/2020	8927	CDS Leasing	-195.00
11/17/2020	8928	Wilcox Electric & Service Inc	-117.68
11/17/2020	8929	VISA (SRS)	-165.00
11/18/2020	EFT-ERROR	TASC (Total Administrative Services Corp)	-541.64
11/30/2020	20201130	EFT-Payroll	-19,912.74
11/30/2020	91953273	EFT-Federal Tax Deposit	-6,924.94
11/30/2020	1963445216	EFT-IL Tax Deposit	-1,232.81
11/30/2020	EFT	TASC (Total Administrative Services Corp)	-735.38
11/30/2020	EFT	Prairie State Bank & Trust	-380.00
11/30/2020	09981968248	IMRF - Illinois Municipal Retirement Fund	1,396.12
11/30/2020	8930	Stevenson Center for Com & Ec Dev, ISU	-6,757.50
11/30/2020	8931	Illini Fire Equipment Company Inc	-41.75
11/30/2020	10096	EFT-IMRF	-15,030.31
11/30/2020	8932	NCBERS Group Life Ins	-112.00
11/30/2020	8933	City of Bloomington Health Insurance	-14,747.44
11/30/2020	8934	Quill Corporation	-199.96
11/30/2020	8935	Quill Corporation	-1,403.35
11/30/2020	8936	Farnsworth Group Inc	-5,511.00
11/30/2020	41949	Town of the City of Bloomington - CEM	6,434.39
11/30/2020	Credit	Interest	38.64
Total			<u><u>47,183.21</u></u>

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# STATEMENT OF FUNDS--SUPERVISOR

ALL ACCOUNTS  
McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)

)SS

Town of the City of Bloomington

COUNTY OF McLEAN)

## OFFICE OF THE TOWN SUPERVISOR--GENERAL ASSISTANCE FUND

The following is a statement by DEBORAH L. SKILLRUD, SUPERVISOR of the TOWN OF THE CITY OF BLOOMINGTON in the County and State aforesaid, of the amount of public funds received and expended by her during the period just closed, ending on the **30th day of November 2020**, 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 **14th day of December 2020**.

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

\_\_\_\_\_  
Notary Public

This **14th day of December 2020**.

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 **\$38,781.47** in PRAIRIE STATE BANK & TRUST (00) in BLOOMINGTON, McLEAN COUNTY, ILLINOIS, and a balance of **\$505,743.28** in PRAIRIE STATE BANK & TRUST (19) in BLOOMINGTON, McLEAN COUNTY, ILLINOIS, constituting the GENERAL ASSISTANCE FUND of said TOWN.

WARD 1: Jamie Mathy

WARD 6: Jenn Carrillo

WARD 2: Donna Boelen

WARD 7: Mollie Ward

WARD 3: Mboka Mwilambwe

WARD 8: Jeff Crabill

WARD 4: Julie Emig

WARD 9: Kimberly Bray

WARD 5: Joni Painter

Trustee Tari Renner

\_\_\_\_\_  
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: NOVEMBER 2020**

**Public Funds at Commencement**

Cash: Prairie State Bank & Trust (00) Checking Balance	\$ 54,368	
Investments: Prairie State Bank & Trust (19)	\$ 505,636	
Public Funds at Commencement		\$ 560,004

**Public Funds Received This Month**

Interest: Prairie State Bank (00)	\$ 11	
Interest: Prairie State Bank (19)	\$ 107	
<b>Refunds &amp; Recoveries</b>	\$ 8,269	
Public Funds Received This Month		\$ 8,388
Public Funds Available		\$ 568,392

**Public Funds Expended This Month**

<b>TOTAL Public Funds at Month End</b>		<b>\$ 23,867</b>
		<b>\$ 544,525</b>

**Public Funds at Month End**

Cash: Prairie State Bank & Trust (00) Checking Balance	\$ 38,781	
Investments: Prairie State Bank & Trust (19)	\$ 505,743	
<b>TOTAL Public Funds at Month End</b>		<b>\$ 544,525</b>

**Checking Account Activity**

Checkbook Balance at Commencement	\$ 54,368	
Deposits:		
Interest: Prairie State Bank & Trust (00)	\$ 11	
<b>Refunds &amp; Recoveries</b>	\$ 8,269	
Total Deposits for Month	\$ 8,280	
Total Funds Available		\$ 62,648
Checks Written: General Assistance		\$ 23,867
<b>Checkbook Balance at Month End</b>		<b>\$ 38,781</b>

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

Balance per Bank Statement	\$ 47,092	
Less Outstanding Checks	\$ (8,310)	
<b>Checkbook Balance per Reconciliation</b>		<b>\$ 38,781</b>

**Town of the City of Bloomington--General Assistance Fund**

Statement of Receipts and Disbursements

**Nov-20**

Revenue		
7000 Interest	\$ 119	
<b>7700 Refunds &amp; Recoveries</b>	\$ 8,269	
Total Revenue		\$ 8,388
Total Income		\$ 8,388
Expense: CW		
6011 Groceries/Personal Essentials	\$ 6,971	
6021 Rent	\$ 9,632	
6051 Utilities	\$ 1,572	
6071 Emergency Assistance	\$ 5,307	
6101 Transportation	\$ 127	
6121 Allowances	\$ 258	
Total CW		\$ 23,867
Total Expense		\$ 23,867
Net Income		\$ (15,479)



**Town of the City of Bloomington--General Assistance Fund**

Year to Date **AMENDED** Budget Comparison

Income		<u>Nov-20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Revenue					
7000 Interest		\$ 892	\$ 750	\$ 142	119.0%
7400 Other Income		\$ 9	\$ 150	\$ (141)	0.0%
7600 Personal Property Replacement Tax		\$ 12,661	\$ 14,000	\$ (1,339)	90.4%
7700 Refunds & Recoveries		\$ 24,020	\$ 30,000	\$ (5,980)	80.1%
7800 Tax Levy		\$ 195,630	\$ 200,000	\$ (4,370)	97.8%
7900 GT Funds Transferred to GA Fund		\$ -	\$ 200,000	\$ (200,000)	0.0%
Total Revenue		<u>\$ 233,212</u>	<u>\$ 444,900</u>	<u>\$ (211,688)</u>	<u>52.4%</u>
	Total Income	\$ 233,212	\$ 444,900	\$ (211,688)	52.4%
Expense					
CW					
6011 Groceries/Personal Essentials		\$ 59,878	\$ 112,500	\$ (52,622)	53.2%
6021 Rent		\$ 93,620	\$ 250,000	\$ (156,380)	37.4%
6051 Utilities		\$ 14,319	\$ 52,500	\$ (38,181)	27.3%
6061 Medical		\$ -	\$ 20,000	\$ (20,000)	0.0%
6071 Emergency Assistance		\$ 29,560	\$ 170,000	\$ (140,440)	17.4%
6081 Hospital		\$ -	\$ 10,000	\$ (10,000)	0.0%
6091 Burial		\$ -	\$ 6,000	\$ (6,000)	0.0%
6101 Transportation		\$ 795	\$ 40,000	\$ (39,205)	2.0%
6121 Allowances		\$ 3,862	\$ 15,000	\$ (11,138)	25.7%
Total CW Expense		<u>\$ 202,033</u>	<u>\$ 676,000</u>	<u>\$ (473,967)</u>	<u>29.9%</u>
	Total Expense	\$ 202,033	\$ 676,000	\$ (473,967)	29.9%
	Net Income	\$ 31,179	\$ (231,100)	\$ 262,279	

**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)			
11/03/2020	35900	Ameren Illinois	-205.26
11/03/2020	35901	City of Bloomington Water Department	-117.87
11/03/2020	35902	Bloomington Portfolio LLC %PLS	-312.00
11/03/2020	35903	Thrasher, Raymond E	-400.00
11/03/2020	35904	Fairmont LLC	-312.00
11/03/2020	35905	Lincoln Towers %Mid-Northern Group	-60.00
11/04/2020	35798STOP	Bloomington Leased Housing Associates VI	261.00
11/05/2020	EFT	EFT-Kroger via Valutec	-6,970.84
11/10/2020	35906	BHA; Blmgtm Housing Authority (rent)	-407.00
11/10/2020	35907	BHA; Blmgtm Housing Authority (laundry)	-25.00
11/10/2020	35908	SRIM LLC %Redbird Property Mgmt Inc	-319.00
11/10/2020	35909	Bloomington Leased Housing Associates VI	-261.00
11/10/2020	35910	MJM Partnership LLC %Class Act Realty	-319.00
11/10/2020	35911	Shepard, Cynthia M dba Shakman Ent	-250.00
11/10/2020	35912	Ameren Illinois	-167.96
11/10/2020	35913	Boolman, Mark & Jennifer	-655.00
11/10/2020	35914	Bloomington Leased Housing Associates VI	-261.00
11/10/2020	35915	Clothier Land Trust H-187 %Willow Creek	-136.50
11/10/2020	35916	M&M Real Estate Partnership LLC %Class Ac	-543.00
11/10/2020	35917	City of Bloomington Water Department	-106.69
11/10/2020	35918	NICOR Gas	-32.12
11/10/2020	35919	Capodice, John & Theresa	-543.00
11/10/2020	35920	Cavalera, Chase	-319.00
11/10/2020	35921	Miller Trust, Annetta O dba Miller Prop	-319.00
11/10/2020	35922	Phoenix Towers Preservation LP	-35.00
11/10/2020	35923	Labyrinth Outreach Services to Women	-200.00
11/10/2020	35924	GMTK Management LLC	-319.00
11/17/2020	35925	VISA ...0684	-86.99
11/17/2020	35926	Bloomington Portfolio LLC %PLS	-558.00
11/17/2020	35927	Clothier Land Trust H-187 %Willow Creek	-454.00
11/17/2020	35928	Consalvo, Daniel J & Susan	-300.00
11/17/2020	35929	Joyner, Roderick L	-319.00
11/17/2020	35930	Shepard, Cynthia M dba Shakman Ent	-312.00
11/17/2020	35931	Econ-O-Wash Cleaners/Wilson & Wilson Ent	-60.00
11/17/2020	35932	M&M Real Estate Partnership LLC %Class Ac	-319.00
11/17/2020	35933	City of Bloomington Water Department	-200.00
11/17/2020	35934	NICOR Gas	-119.00
11/17/2020	35935	Lincoln Towers %Mid-Northern Group	-86.00
11/17/2020	35936	Montgomery, Justin M	-300.00
11/17/2020	35937	Strive Communities LLC	-319.00
11/17/2020	35938	Huck's/WEX Bank	-40.35
11/17/2020	35939	BREW of Illinois LLC	-543.00
11/18/2020	AC0858381	Treasurer, State of IL, SSI Reimbursement	1,123.80
11/18/2020	AC0858382	Treasurer, State of IL, SSI Reimbursement	6,145.00
11/18/2020	041076	Circuit Clerk of McLean County	1,000.00
11/30/2020	35940	Salvation Army	-400.00
11/30/2020	35941	BHA; Blmgtm Housing Authority (rent)	-614.00
11/30/2020	35942	Mayor's Manor LTD Partnership (rent)	-241.00
11/30/2020	35943	BHA; Blmgtm Housing Authority (laundry)	-125.00
11/30/2020	35944	Ameren Illinois	-444.78
11/30/2020	35945	City of Bloomington Water Department	-377.81
11/30/2020	35946	AmeriNational Community Services LLC	-319.00
11/30/2020	35947	Anderson, James B	-319.00
11/30/2020	35948	Eastgate Colonial Corp %Apt Mart	-319.00
11/30/2020	35949	Allison, Emma L	-200.00
11/30/2020	35950	Cardinal Ridge (was Southgate)	-319.00

**Town of the City of Bloomington--General Assistance Fund**

Checking Account Activity (continued)

<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
11/30/2020	35951	Petsas, Michael C	-97.20
11/30/2020	35952	Shepard, Cynthia M dba Shakman Ent	-250.00
11/30/2020	35953	Biesiada, Estate of Walter E %AB Rentals	-237.50
11/30/2020	35954	Powell, M & Kudrys, M dba RTPF Investment	-12.00
11/30/2020	35955	Clothier Land Trust H-187 %Willow Creek	-250.00
11/30/2020	35966	NICOR Gas	-119.10
11/30/2020	35967	Madison Mutual Insurance Company	-47.81
11/30/2020	35968	Bloomington Leased Housing Associates VI	-42.00
11/30/2020	35969	Hafner, Fred & Paula dba Hafner Rev Trust	-200.00
11/30/2020	35970	Brooks, Cameron	-543.00
11/30/2020	35971	Mt Pisgah Baptist Church %Bernard Dotson	-319.00
11/30/2020	35972	Thrasher, Raymond E	-400.00
11/30/2020	35892STOP	Gray, Style	533.00
11/30/2020	35973	Gray, Style	-533.00
11/30/2020	35974	Bloomington Portfolio LLC %PLS	-319.00
11/30/2020	Credit	Interest	11.44
			<u><u>-15,586.54</u></u>

STATEMENT OF FUNDS--SUPERVISOR

ALL ACCOUNTS
McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)
COUNTY OF McLEAN)

Town of the City of Bloomington

OFFICE OF THE TOWN SUPERVISOR--CEMETERY FUND

The following is a statement by DEBORAH L. SKILLRUD, SUPERVISOR of the TOWN OF THE CITY OF BLOOMINGTON in the County and State aforesaid, of the amount of public funds received and expended by her during the period just closed, ending on the 30th day of November 2020, 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 14th day of December 2020.

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

Notary Public

This 14th day of December 2020.

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 \$85,755.76 at HEARTLAND BANK (7774), BLOOMINGTON, McLEAN COUNTY, ILLINOIS and a balance of \$531,861.15 at HEARTLAND BANK (7782), BLOOMINGTON, McLEAN COUNTY, ILLINOIS, constituting the EVERGREEN MEMORIAL CEMETERY FUND of said TOWN.

Cemetery Board President:
Joseph B Gibson
Cemetery Board Vice President:
Garrett Thalgot

Secretary/Treasurer for Cemetery Board:
Brad A Williams
Board of Trustees of the Evergreen Memorial Cemetery, Town of the City of Bloomington, McLean County, Illinois

This 14th day of December 2020.

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

WARD 1: Jamie Mathy

WARD 6: Jenn Carrillo

WARD 2: Donna Boelen

WARD 7: Mollie Ward

WARD 3: Mboka Mwilambwe

WARD 8: Jeff Crabill

WARD 4: Julie Emig

WARD 9: Kimberly Bray

WARD 5: Joni Painter

Trustee Tari Renner
Board of Trustees of the Town of the City of Bloomington, McLean County, Illinois

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

Town Clerk

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**Town of the City of Bloomington--Cemetery Fund**

**Month of: NOVEMBER 2020**

**Funds at Commencement**

Cash: Heartland Bank 7774 (Checking)	\$	86,148	
Cash: Heartland Bank 7782 (Reserve)	\$	531,787	
Trust Account: Heartland Bank 7114 (O/C Trust & GB/S/Mc Trust)	\$	200,525	
Trust Account: Heartland Bank 3189 (Irrevocable Trust) ~ as of 09/30/2020	\$	216,696	
			<u>\$ 1,035,156</u>

**Other Funds Received This Month**

Opening/Closing Fees	\$	20,430	
Sale of Lots	\$	13,763	
Sale of Crypts	\$	5,280	
Sale of Niches	\$	1,525	
Interest: Checking/Reserve	\$	77	
Income from Trusts	\$	13	
Other Income	\$	235	
Inspection Fees	\$	300	
			<u>\$ 41,623</u>
			<u>\$ 41,623</u>
			<u>\$ 1,076,779</u>

**Funds Expended This Month**

**TOTAL Funds at Month End**

**Funds at Month End**

Cash: Heartland Bank 7774 (Checking)	\$	85,756	
Cash: Heartland Bank 7782 (Reserve)	\$	531,861	
Trust Account: Heartland Bank 7114 (O/C Trust & GB/S/Mc Trust)	\$	207,038	
Trust Account: Heartland Bank 3189 (Irrevocable Trust) ~ as of 09/30/2020	\$	216,696	
			<u>\$ 1,041,350</u>

**Checking Account Activity**

Checkbook Balance at Commencement			\$	86,148
Deposits				
Opening/Closing Fees	\$	20,430		
Sale of Lots	\$	13,763		
Sale of Crypts	\$	5,280		
Sale of Niches	\$	1,525		
Other Income	\$	235		
Interest: Checking	\$	3		
Inspection Fees	\$	300		
Prepaid O/C Deposits transferred (to)/from Acct 7114	\$	(6,500)		
Total Deposits for Month			\$	<u>35,036</u>
				\$ 121,184
Checks Written				
Compensation & Benefits	\$	24,155		
Administrative Expenses	\$	3,122		
Cemetery Improvements, Maintenance & Repair	\$	5,066		
Cemetery Operations	\$	3,086		
Total Checks Written			\$	<u>35,429</u>
				\$ 35,429
				<u>\$ 85,756</u>

**Bank Reconciliation at Month End**

Balance per Bank Statement	\$	94,447	
Less Outstanding Checks	\$	(8,691)	
			<u>\$ 85,756</u>

**Town of the City of Bloomington--Cemetery Fund**

Statement of Receipts and Disbursements

Nov-20

Revenue			
42000	Opening/Closing Fee	\$	20,430
42500	Sale of Lots	\$	13,763
43000	Sale of Crypts	\$	5,280
43100	Sale of Niches	\$	1,525
44700	Other Income	\$	235
43500	Interest: Checking/Reserve	\$	77
49000	Income from Trusts	\$	13
49021	Inspection Fees	\$	300
	Total Revenue	<u>\$</u>	<u>41,623</u>
	Total Income	<u>\$</u>	<u>41,623</u>
Expense			
Compensation & Benefits			
50101	Wages: Administrative Staff	\$	5,112
50102	Wages: Cemetery Staff	\$	13,250
50201	Payroll Taxes	\$	1,312
50202	IMRF (2020 = 11.62%)	\$	1,978
50204	Employee Health Insurance	\$	2,482
50205	Direct Deposit Transmittal Fees	\$	21
	Total Compensation & Benefits	<u>\$</u>	<u>24,155</u>
Administrative Expenses			
51500	Contractual Services	\$	522
52000	Office Supplies	\$	438
52500	Utilities	\$	1,483
55450	Other Admin Expenses	\$	680
	Total Administrative Expenses	<u>\$</u>	<u>3,122</u>
Cemetery Improvements, Maintenance & Repair			
58000	Mausoleum (including debt service)	\$	5,066
	Total Cemetery Improvements, Maintenance & Repair	<u>\$</u>	<u>5,066</u>
Cemetery Operations			
55500	Fuel, Oil and Equipment	\$	637
56500	Equipment Repairs	\$	243
56600	Cemetery Supplies & Maintenance	\$	124
56800	Disposal of Leaves/Branches	\$	270
57602	Grounds Maintenance/Repair	\$	149
57700	Equipment Building	\$	705
58100	Grave Markers	\$	957
	Total Cemetery Operations	<u>\$</u>	<u>3,086</u>
	Total Expense	<u>\$</u>	<u>35,429</u>
Net Income		<u>\$</u>	<u>6,195</u>

**Town of the City of Bloomington--Cemetery Fund**

Year to Date **AMENDED** Budget Comparison

Income		<u>Nov-20</u>	<b>Revised</b>		
Revenue			<b>Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
40100 Real Estate Tax Levy	\$	495,790	\$ 506,600	\$ (10,810)	97.9%
41000 Personal Property Replacement Tax	\$	32,087	\$ 24,500	\$ 7,587	131.0%
42000 Opening/Closing Fee	\$	59,460	\$ 90,000	\$ (30,540)	66.1%
42100 Marker Commission	\$	3,269	\$ 9,000	\$ (5,731)	36.3%
42500 Sale of Lots	\$	49,738	\$ 58,000	\$ (8,262)	85.8%
43000 Sale of Crypts	\$	12,690	\$ 25,000	\$ (12,310)	50.8%
43100 Sale of Niches	\$	14,800	\$ 40,000	\$ (25,200)	37.0%
44700 Sale of Burial Supplies	\$	-	\$ 500	\$ (500)	0.0%
42400 Sales - Other	\$	696	\$ 2,400	\$ (1,704)	29.0%
43500 Interest	\$	479	\$ 3,000	\$ (2,521)	16.0%
49000 Income from Trusts	\$	13,440	\$ 4,000	\$ 9,440	336.0%
49020 Other Income & Special Events	\$	3,685	\$ 3,500	\$ 185	105.3%
49021 Inspection Fees	\$	2,100	\$ 3,000	\$ (900)	70.0%
<b>Total Revenue</b>	\$	<b>688,233</b>	\$ <b>769,500</b>	\$ <b>(81,267)</b>	<b>89.4%</b>
<b>Total Income</b>	\$	<b>688,233</b>	\$ <b>769,500</b>	\$ <b>(81,267)</b>	<b>89.4%</b>
Expense					
<b>Compensation &amp; Benefits</b>					
50101 Wages: Administrative Staff	\$	38,952	\$ 80,000	\$ (41,048)	48.7%
50102 Wages: Cemetery Staff	\$	122,081	\$ 225,000	\$ (102,919)	54.3%
50201 Payroll Taxes - FICA	\$	11,580	\$ 23,333	\$ (11,753)	49.6%
50202 IMRF (2020 = 11.62%)	\$	17,793	\$ 36,600	\$ (18,807)	48.6%
50203 IDES - Unemployment Insurance	\$	3,574	\$ 13,500	\$ (9,926)	26.5%
50204 Employee Health Insurance	\$	19,860	\$ 60,000	\$ (40,140)	33.1%
50205/50206 Other Payroll Expenses	\$	215	\$ 975	\$ (760)	22.1%
<b>Total Compensation &amp; Benefits</b>	\$	<b>214,056</b>	\$ <b>439,408</b>	\$ <b>(225,352)</b>	<b>48.7%</b>
<b>Administrative Expenses</b>					
51100 Casualty Insurance	\$	20,840	\$ 21,000	\$ (160)	99.2%
51500 Contractual Services	\$	6,138	\$ 10,000	\$ (3,862)	61.4%
52000 Office Supplies	\$	2,136	\$ 4,000	\$ (1,864)	53.4%
52500 Utilities	\$	9,672	\$ 18,500	\$ (8,828)	52.3%
54000 Advertising	\$	-	\$ 2,000	\$ (2,000)	0.0%
54500 Dues/Seminars	\$	150	\$ 600	\$ (450)	25.0%
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	\$ -	100.0%
55400 Special Event Expenses	\$	5,279	\$ 10,000	\$ (4,721)	52.8%
55450 Other Admin Expenses	\$	2,906	\$ 5,000	\$ (2,094)	58.1%
57900 Office Equipment	\$	-	\$ 3,000	\$ (3,000)	0.0%
<b>Total Administrative Expenses</b>	\$	<b>59,321</b>	\$ <b>96,800</b>	\$ <b>(37,479)</b>	<b>61.3%</b>
<b>Cemetery Improvements, Maintenance &amp; Repairs</b>					
57601 Flags & Flag Poles	\$	4,780	\$ 10,000	\$ (5,220)	47.8%
57800 Operating Equipment	\$	9,838	\$ 15,000	\$ (5,162)	65.6%
58000 Mausoleum (including debt service)	\$	40,528	\$ 60,792	\$ (20,264)	66.7%
58400 Scattering Grounds/Ossuary	\$	9	\$ 10,000	\$ (9,991)	0.1%
<b>Total Cemetery Improvements, Maintenance &amp; Repairs</b>	\$	<b>55,154</b>	\$ <b>95,792</b>	\$ <b>(40,638)</b>	<b>57.6%</b>



**Town of the City of Bloomington--Cemetery Fund**

Year to Date **AMENDED** Budget Comparison (cont.)

		<u>Nov-20</u>	<b>Revised Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
Cemetery Operations					
55500 Fuel, Oil & Equipment	\$	4,597	\$ 11,000	\$ (6,403)	41.8%
56000 Tree Removal/Monument Repair	\$	6,960	\$ 19,000	\$ (12,040)	36.6%
56500 Equipment Repairs	\$	938	\$ 5,000	\$ (4,062)	18.8%
56600 Cemetery Supplies & Maintenance	\$	2,127	\$ 5,000	\$ (2,873)	42.5%
56700 Rental Equipment & Leasing	\$	-	\$ 1,000	\$ (1,000)	0.0%
56800 Removal of Leaves/Branches	\$	1,520	\$ 5,000	\$ (3,480)	30.4%
57000 Office Repairs & Maintenance	\$	4	\$ 5,000	\$ (4,996)	0.1%
57602 Grounds Maintenance/Repairs	\$	5,037	\$ 10,000	\$ (4,963)	50.4%
57603 Road, Fence, Lot, Drains	\$	18	\$ 50,000	\$ (49,982)	0.0%
57700 Equipment Building	\$	705	\$ 1,000	\$ (295)	70.5%
58100 Grave Markers	\$	3,320	\$ 20,000	\$ (16,680)	16.6%
59900 Other Cemetery Expenses	\$	15	\$ 16,000	\$ (15,985)	0.1%
Total Cemetery Operations	\$	25,242	\$ 148,000	\$ (122,758)	17.1%
Total Expense	\$	353,773	\$ 780,000	\$ (426,227)	45.4%
Net Income	\$	334,461	\$ (10,500)	\$ 344,961	

**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)			
11/01/2020	Credit	Interest	1.50
11/02/2020	Deposit	HBT - Heartland Bank & Trust	17.22
11/03/2020	Deposit	HBT - Heartland Bank & Trust	7,705.00
11/03/2020	Deposit	HBT - Heartland Bank & Trust	350.72
11/05/2020	Deposit	HBT - Heartland Bank & Trust	4,100.95
11/09/2020	Deposit	HBT - Heartland Bank & Trust	2,122.85
11/10/2020	41928	Heartland Bank & Trust - mausoleum	-5,066.00
11/10/2020	41929	Ameren Illinois	-256.63
11/10/2020	41930	ColdSpring Memorial Group	-471.60
11/10/2020	41931	COMCAST Business	-228.67
11/10/2020	41932	Crystal Clean	-97.40
11/10/2020	41933	Illini Fire Equipment	-363.50
11/10/2020	41934	Morris Avenue Garage	-70.00
11/10/2020	41935	Nord Outdoor Power	-4.80
11/10/2020	41936	Pontiac Granite Co Inc	-250.00
11/10/2020	41937	RP Lumber Company Inc	-34.28
11/10/2020	41938	SBC Heating & Air Conditioning Inc	-182.00
11/12/2020	Deposit	HBT - Heartland Bank & Trust	23.97
11/12/2020	Deposit	HBT - Heartland Bank & Trust	2,725.00
11/12/2020	1112203755	Scott, Jimmy & Carol	200.00
11/12/2020	1112203755	Williamson, Douglas	500.00
11/12/2020	1112203761	Williams, Floyd E	-500.00
11/12/2020	1112203761	Rinker, Robin & Glenn	-1,000.00
11/12/2020	1112203761	Rinker, Robin & Glenn	-500.00
11/12/2020	1112203761	Rinker, Robin & Glenn	-500.00
11/12/2020	1112203761	Rinker, Robin & Glenn	-500.00
11/12/2020	1112203764	Zeine, Nancy & Louis	-2,400.00
11/12/2020	1112203764	Gorton, Pamela & Steven White	-400.00
11/12/2020	1112203764	Gorton, Pamela & Steven White	-400.00
11/12/2020	1112203764	Beaty, Judith & Frank	-1,000.00
11/13/2020	20201115	Payroll Direct Deposit	-5,666.42
11/13/2020	55586462	EFTPS - IRS	-1,666.46
11/13/2020	1488352224	IL Dept of Revenue	-341.68
11/13/2020	Deposit	HBT - Heartland Bank & Trust	1,350.85
11/16/2020	Deposit	HBT - Heartland Bank & Trust	19.15
11/17/2020	41939	VISA BMCU...1484	-1,312.93
11/17/2020	41940	Dave Capodice Excavating Inc	-419.40
11/17/2020	41941	ColdSpring Memorial Group	-235.80
11/18/2020	Deposit	HBT - Heartland Bank & Trust	192.85
11/19/2020	41942	Aaron M Anderson	-175.00
11/19/2020	41943	Christopher D Anderson	-175.00
11/19/2020	41944	Kyle J Durlinger	-175.00
11/19/2020	41945	Wesley A Novy	-175.00
11/19/2020	41946	Deanna L O'Reilly	-150.00
11/19/2020	41947	Misty D Porter	-150.00
11/19/2020	92712212	EFTPS - IRS	-172.88
11/20/2020	Deposit	HBT - Heartland Bank & Trust	7,874.10
11/23/2020	Deposit	HBT - Heartland Bank & Trust	5,600.00
11/25/2020	Deposit	HBT - Heartland Bank & Trust	8,865.00
11/30/2020	20201130	Payroll Direct Deposit	-6,499.19
11/30/2020	0739624928	IL Dept of Revenue	-396.52
11/30/2020	10515922	EFTPS - IRS	-1,977.06
11/30/2020	41948	Evergreen FS Inc	-539.82
11/30/2020	41949	City of Bloomington TWP - Reimburse	-6,434.39
11/30/2020	41950	City of Bloomington Water Dept	-569.85
11/30/2020	41951	NICOR Gas	-168.75
11/30/2020	41952	Chief City Mechanical, Inc.	-158.00
11/30/2020	41953	Ameren Illinois	-259.25
11/30/2020	Credit	Interest	1.46
		Total	<u><u>-392.66</u></u>

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**CERTIFICATE FOR PAYMENT OF ACCOUNTS**

CEMETERY FUND ACCOUNTS  
McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)

)SS

Town of the City of Bloomington

COUNTY OF McLEAN)

**OFFICE OF THE TOWN SUPERVISOR--CEMETERY FUND ACCOUNTS**

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

\_\_\_\_\_  
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 **November 10, 2020 through December 14, 2020**.

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 December 2020**.

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

\_\_\_\_\_  
Notary Public

This **14th day of December 2020**.

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

Cemetery Board President:

Joseph B Gibson  
\_\_\_\_\_

Secretary/Treasurer for Cemetery Board:

Brad A Williams  
\_\_\_\_\_

Cemetery Board Vice President:

Garrett Thalgott  
\_\_\_\_\_

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

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**CEMETERY FUND: Exhibit "A" - REQUEST FOR PAYMENT: December 14, 2020 Meeting**

ACCT	COMPENSATION & BENEFITS	DESCRIPTION	Date Due	Amount
50204	Health Insurance	HD PPO Accts/H.S.A. Seed/Spousal Stipend	12/31/20	\$5,000.00
50206	City of Bloomington Township/TASC/Others	TASC annual fees (estimated)	12/31/20	\$500.00
<b>SubTotal: Compensation &amp; Benefits</b>				<b>\$5,500.00</b>
ACCT	VENDORS	DESCRIPTION	Date Due	Amount
51500	Adobe/VISA	Acrobat Pro DC License (Estimated)	12/31/20	\$250.00
52000	Amazon/VISA	2 desk calendars	12/31/20	\$20.58
56600	Amazon/VISA	wreaths: exterior command hooks	12/31/20	\$115.61
57700	DH Pace Company	garage door repair (estimated)	12/31/20	\$343.00
55450	Famous Dave's/VISA	employee luncheon	12/31/20	\$143.95
57602	FS Custom Turf	pallet of ice melt (estimated)	12/31/20	\$550.00
51500	VISA/Henson Disposal	dumpster service	12/31/20	\$335.80
57800	Home Depot/VISA	salt spreader (estimated)	12/31/20	\$300.00
54500	ICFHA: Illinois Cemetery & Funeral Home/VIS	Dues/Seminars	12/31/20	\$350.00
52000	Kaeb Janitorial Supplies	dispenser towels, gloves, sani-wipes, trash bags	12/31/20	\$485.24
55450	Labor Law Center/VISA	Labor Law posters	12/31/20	\$32.90
58100	Pontiac Granite	pet marker	12/31/20	\$125.00
55450	Walmart/VISA	tp, paper towels, silverware, cleaning supplies	12/31/20	\$79.57
52000	Walmart/VISA	toilet cleaner, brush, sanitizer, 2021 planner	12/31/20	\$54.84
<b>SubTotal: VENDOR Payments</b>				<b>\$3,186.49</b>
<b>TOTAL: Requests for Payments</b>				<b>\$8,686.49</b>

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**CERTIFICATE FOR PAYMENT OF ACCOUNTS--SUPERVISOR**

ALL ACCOUNTS  
McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)

)SS

Town of the City of Bloomington

COUNTY OF McLEAN)

**OFFICE OF THE TOWN SUPERVISOR--ALL ACCOUNTS**

That attached hereto as Exhibit "A" are requests for payment of various bills that have become due since the last meeting of the Board of Trustees. These amounts include billings that have been received from **November 24, 2020, to December 14, 2020.**

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 **14th day of December 2020.**

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

\_\_\_\_\_  
Notary Public

This **14th day of December 2020.**

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: Jamie Mathy

WARD 6: Jenn Carrillo

WARD 2: Donna Boelen

WARD 7: Mollie Ward

WARD 3: Mboka Mwilambwe

WARD 8: Jeff Crabill

WARD 4: Julie Emig

WARD 9: Kimberly Bray

WARD 5: Joni Painter

Trustee Tari Renner

\_\_\_\_\_  
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: **December 14, 2020** Meeting

Compensation (Salaries)			Due	Amount
7011	TWP Supervisor	D Skillrud	12/31/20	\$ 3,916.67
7011	TWP Supervisor	D Skillrud	01/15/21	\$ 3,916.67
7021	TWP Assessor	S Scudder	12/31/20	\$ 4,000.00
7021	TWP Assessor	S Scudder	01/15/21	\$ 4,000.00
7041	Town Trustee <b>11/23/2020</b>	Ward 1: J Mathy	12/31/20	\$ 20.00
7041	Town Trustee <b>11/23/2020</b>	Ward 2: D Boelen	12/31/20	\$ 20.00
7041	Town Trustee <b>11/23/2020</b>	Ward 3: M Mwilambwe	12/31/20	\$ 20.00
7041	Town Trustee <b>11/23/2020</b>	Ward 4: J Emig	12/31/20	\$ 20.00
7041	Town Trustee <b>11/23/2020</b>	Ward 5: J Painter	12/31/20	\$ 20.00
7041	Town Trustee <b>11/23/2020</b>	Ward 6: J Carrillo	12/31/20	\$ -
7041	Town Trustee <b>11/23/2020</b>	Ward 7: M Ward	12/31/20	\$ 20.00
7041	Town Trustee <b>11/23/2020</b>	Ward 8: J Crabill	12/31/20	\$ 20.00
7041	Town Trustee <b>11/23/2020</b>	Ward 9: K Bray	12/31/20	\$ 20.00
7041	Town Trustee <b>11/23/2020</b>	Mayor: T Renner	12/31/20	\$ 20.00
7101	Group Medical/Employer	HD PPO Accts/H.S.A.	12/31/20	\$ 10,600.00
<b>Compensation (Salaries) TOTAL</b>				<b>\$ 26,613.34</b>
<b>Assessor's Claims</b>				
9151	Auto Expense	BMCU Visa/COB/WEX/Parkway/Walden/Leman/Others (Est)	12/31/20	\$ 200.00
9161	Telephone	City of Bloomington/Frontier/Others (Estimated)	12/31/20	\$ 300.00
9171	Utilities	City of Bloomington Water Dept (Estimated)	12/31/20	\$ 150.00
9171	Utilities	Ameren/Direct Energy Business (Estimated)	12/31/20	\$ 400.00
9171	Utilities	NICOR Gas/Direct Energy Business (Estimated)	12/31/20	\$ 250.00
9201	Office Supplies	BMCU Visa/Quill/Others (Estimated)	12/31/20	\$ 2,500.00
9271	Appraisal Services	Danny Bowman (Estimated)	12/31/20	\$ 1,000.00
9291	Janitorial	Soaring Eagle Cleaning Services LLC	12/31/20	\$ 150.00
9301	Computer Services	BMCU Visa/Apex/Others (Estimated)	12/31/20	\$ 3,000.00
9301	Computer Services	BMCU Visa/BNAR/MLS/Coldwell Bankers/ILDFPR/Others	12/31/20	\$ 160.00
9301	Computer Services	BMCU Visa/GoToMyPC.com/Others	12/31/20	\$ 2,700.00
9301	Computer Services	VISA/MD Computers/T Joyce/Others	12/31/20	\$ 1,000.00
9301	Computer Services	BMCU Visa/Network Solutions/SmarterASP.net/Others	12/31/20	\$ 65.00
9301	Computer Services	BMCU Visa/Verizon Wireless (Estimated)	12/31/20	\$ 100.00
<b>Assessor's Claims TOTAL</b>				<b>\$ 11,975.00</b>
<b>Community Agency Funding</b>				
1025	GA Workfare Development/Client Services	BMCU VISA/Menard's/Lowe's/Walmart/Dollar General/Others	12/31/20	\$ 67.91
<b>Community Agency Funding TOTAL</b>				<b>\$ 67.91</b>
<b>Services &amp; Expenses</b>				
1038	Other Expense	TASC/Other/Section 125 Plan(Estimated)	12/31/20	\$ 1,100.00
1040	Building Maintenance	Chief City Mechanical, Inc. (Estimated)	12/31/20	\$ 500.00
1040	Building Maintenance	American Pest Control	12/31/20	\$ 37.00
1040	Building Maintenance	Tee Jay Central Inc (Estimated)	12/31/20	\$ 500.00
1040	Building Maintenance	BMCU Visa/Other (Estimated)	12/31/20	\$ 250.00
1042	Janitorial Services & Supplies	BMCU Visa/Kaeb Sanitary Supply/Quill/Sam's Club/Amazon/Other	12/31/20	\$ 1,100.84
1042	Janitorial Services & Supplies	Soaring Eagle Cleaning Services LLC	12/31/20	\$ 262.50
1045	Special Projects	BMCU Visa/Quill/Others (Estimated)	12/31/20	\$ 10,000.00
<b>Services &amp; Expenses TOTAL</b>				<b>\$ 13,750.34</b>
<b>Supervisor's Claims</b>				
8121	Janitorial	Soaring Eagle Cleaning Services	12/31/20	\$ 187.50
8131	Utilities	City of Bloomington Water Dept (Estimated)	12/31/20	\$ 300.00
8131	Utilities	Ameren/Direct Energy Business (Estimated)	12/31/20	\$ 305.03
8131	Utilities	NICOR Gas/Direct Energy Business (Estimated)	12/31/20	\$ 107.47
8141	Telephones	Frontier/Verizon North/City of Bloomington/Others (Estimated)	12/31/20	\$ 331.43
8151	Car Expense	T Maruna/others (Estimated)	12/31/20	\$ 89.70
8181	Equipment Repair/Rental	BMCU VISA/Xerox/CDS/Others	12/31/20	\$ 283.00
8221	Computer/Contract Services	EFT-Valutec (Estimated)	12/31/20	\$ 69.00
<b>Supervisor's Claims TOTAL</b>				<b>\$ 1,673.13</b>
<b>TOTAL Request for Payment</b>				<b>\$ 54,079.72</b>

# Town of the City of Bloomington

## STATEMENT OF FUNDS

Month of: **NOVEMBER 2020**

		Cemetery Public Fund	General Town Fund	General Assistance	COMBINED FUNDS
<b>Fund Balances at Beginning of Month</b>		\$ 617,935	\$ 2,902,597	\$ 560,004	\$ 4,080,536
<b>Revenues</b>	Interest	\$ 77	\$ 479	\$ 119	\$ 675
	Other Income	\$ 235	\$ 1,402		\$ 1,637
	Opening/Closing Fees	\$ 20,430			\$ 20,430
	Sales	\$ 20,568			\$ 20,568
	Inspection Fee	\$ 300			\$ 300
	Refunds and Recoveries			\$ 8,269	\$ 8,269
	Transfer to O/C Acct	\$ (6,500)			\$ (6,500)
<b>Total Revenues</b>		<b>\$ 35,110</b>	<b>\$ 1,881</b>	<b>\$ 8,388</b>	<b>\$ 45,379</b>
<b>Expenditures</b>	Administrative Expenses	\$ 3,122			\$ 3,122
	Assessor's Office		\$ 8,166		\$ 8,166
	Capital Improvements	\$ 5,066			\$ 5,066
	Casework/General Assistance			\$ 23,867	\$ 23,867
	Cemetery Operations	\$ 3,086			\$ 3,086
	Community Agency Funding		\$ 25,565		\$ 25,565
	Compensation & Benefits	\$ 24,155	\$ 86,387		\$ 110,542
	Services & Expenses		\$ 6,398		\$ 6,398
	Supervisor's Office		\$ 2,740		\$ 2,740
<b>Total Expenditures</b>		<b>\$ 35,429</b>	<b>\$ 129,257</b>	<b>\$ 23,867</b>	<b>\$ 188,553</b>
<b>Fund Balances at Month End</b>		<b>\$ 617,617</b>	<b>\$ 2,775,220</b>	<b>\$ 544,525</b>	<b>\$ 3,937,362</b>

### Revenue Distribution Report Fiscal Year To Date ~ FY2020

		Cemetery Fund	Town Admin. Fund	General Assistance	COMBINED FUNDS
	Tax Levy <b>Extension</b> for Tax Year 2019	\$ 506,687	\$ 1,644,945	\$ 199,929	\$ 2,351,560
	Percentage	21.5468%	69.9512%	8.5020%	100.0000%
<b>Personal Property Replacement Tax</b>					
	04/07/2019 03-2020	\$ 9,390	\$ 30,489	\$ 3,707	\$ 43,586
	05/12/2020 04-2020	\$ 6,003	\$ 19,493	\$ 2,370	\$ 27,866
	07/08/2020 05-2020	\$ 6,237	\$ 20,252	\$ 2,462	\$ 28,952
	08/11/2020 06-2020	\$ 4,609	\$ 14,966	\$ 1,820	\$ 21,394
	10/07/2020 07-2020	\$ 5,844	\$ 18,972	\$ 2,306	\$ 27,122
	Adjustment for Extension	\$ 5	\$ (1)	\$ (4)	\$ -
<b>TOTAL</b>		<b>\$ 32,087</b>	<b>\$ 104,171</b>	<b>\$ 12,661</b>	<b>\$ 148,919</b>
<b>Tax Levy Extension for Tax Year 2019</b>					
	05/29/2020 01-2020	\$ 31,548	\$ 102,420	\$ 12,448	\$ 146,416
	06/10/2020 02-2020	\$ 93,399	\$ 303,219	\$ 36,854	\$ 433,472
	06/25/2020 03-2020	\$ 86,952	\$ 282,286	\$ 34,310	\$ 403,548
	07/08/2020 04-2020	\$ 42,216	\$ 137,053	\$ 16,658	\$ 195,927
	08/27/2020 05-2020	\$ 44,535	\$ 144,582	\$ 17,573	\$ 206,690
	09/11/2020 06-2020	\$ 85,782	\$ 278,489	\$ 33,848	\$ 398,119
	09/24/2020 07-2020	\$ 89,487	\$ 290,518	\$ 35,310	\$ 415,315
	10/13/2020 08-2020	\$ 21,871	\$ 71,003	\$ 8,630	\$ 101,503
<b>TOTAL</b>		<b>\$ 495,790</b>	<b>\$ 1,609,570</b>	<b>\$ 195,630</b>	<b>\$ 2,300,991</b>



**FOR:** Honorable Township Trustees

**SUBJECT:** Resolution Amending Resolution 2017 – 02, A Resolution Adopting a Policy Prohibiting Sexual Harassment for the Town of the City of Bloomington

**RECOMMENDATION/MOTION:** That the Resolution be adopted.

**BACKGROUND:** Public Act 100 – 0054 amended the State Officials and Employees Ethics Act, including Section 70-5, which pertains to government entities. The Act mandated all governmental units adopt, within sixty (60) days after the effective date of November 16, 2017, a resolution establishing a policy prohibiting sexual harassment.

Township staff found compliant language on the Illinois Municipal League’s website. The proposed Resolution and Policy are compliant with the Act. Based upon the timeline imposed by the State, the only opportunity to present this item to the Board was the December 18, 2017 meeting.

The State of Illinois amended the law. A complaint filed with the Illinois Department of Human Rights must be filed within 300 days of the alleged incident(s) unless it is a continuing offense. This timeline matches the federal law. A complaint filed with the Equal Employment Opportunity Commission (EEOC) must be filed within 300 days.

The need for this update came to light when preparing for the state mandated annual Sexual Harassment Prevention Training.

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** N/A. This is a mandate from the State.

**ADMINISTRATOR RESPONSE:** I respectfully request that the Resolution be adopted.

Respectfully submitted for Board consideration.

Recommended by:

Deborah L. Skillrud  
Township Supervisor

**RESOLUTION NO. 2020 - \_\_\_\_**

**A RESOLUTION AMENDING A POLICY PROHIBITING SEXUAL HARASSMENT  
FOR THE TOWN OF THE CITY OF BLOOMINGTON**

**WHEREAS**, the Illinois General Assembly has enacted Public Act 100 – 0554, an Act concerning government, which became effective immediately, dated November 16, 2017;

**WHEREAS**, pursuant to the Act, each governmental unit shall adopt a resolution establishing a policy to prohibit sexual harassment;

**WHEREAS**, on December 18, 2017, the Township adopted Resolution No. 2017 – 02, A Resolution Adopting a Policy Prohibiting Sexual Harassment for the Town of the City of Bloomington;

**WHEREAS**, due to change to state statute, Article III. Procedure for Reporting an Allegation of Sexual Harassment, subparagraph Resolution Outside of Township, requires that the days to file a complaint with the Illinois Department of Human Rights be changed from 180 to 300 days;

**WHEREAS**, this amendment came to light as part of the required annual Sexual Harassment Prevention training; and

**WHEREAS**, should any section or provision of this Resolution or the adopted Policy Prohibiting Sexual Harassment be declared to be invalid, that decision shall not affect the validity of this Resolution or adopted Policy Prohibiting Sexual Harassment as a whole or any part thereof, other than the part so declared to be invalid;

**NOW THEREFORE**, be it ordained by the Trustees of the Town of the City of Bloomington the following:

Section 1. The amended Policy Prohibiting Sexual Harassment included as Exhibit A to this Resolution is hereby adopted.

Section 2. This Resolution shall be in full force and effect on December 14, 2020.

ADOPTED this 14<sup>th</sup> of December 2020.

APPROVED this 15<sup>th</sup> of December 2020.

---

Supervisor

ATTEST:

---

Township Clerk

## EXHIBIT A

### POLICY PROHIBITING SEXUAL HARASSMENT

#### *I. PROHIBITION ON SEXUAL HARASSMENT*

It is unlawful to harass a person because of that person's sex. The courts have determined that sexual harassment is a form of discrimination under Title VII of the U.S. Civil Rights Act of 1964, as amended in 1991. All persons have a right to work in an environment free from sexual harassment. Sexual harassment is unacceptable misconduct which affects individuals of all genders and sexual orientations. It is a policy of the Town of the City of Bloomington a/k/a City of Bloomington Township to prohibit harassment of any person by any township official, township agent, township employee or township office on the basis of sex or gender. All township officials, township agents, township employees and township offices are prohibited from sexually harassing any person, regardless of any employment relationship or lack thereof.

#### *II. DEFINITION OF SEXUAL HARASSMENT*

The policy adopts the definition of sexual harassment as stated in the Illinois Human Rights Act, which currently defines sexual harassment as:

Any unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when:

- (1) Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment,
- (2) Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individuals, or
- (3) Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

Conduct which may constitute sexual harassment includes:

- Verbal: sexual innuendoes, suggestive comments, insults, humor, and jokes about sex, anatomy or gender-specific traits, sexual propositions, threats, repeated requests for dates, or statements about other employees, even outside of their presence, of a sexual nature.
- Non-verbal: suggestive or insulting sounds (whistling), leering, obscene gestures, sexually suggestive bodily gestures, "catcalls", "smacking" or "kissing" noises.
- Visual: posters, signs, pin-ups or slogans of a sexual nature, viewing pornographic material or websites.
- Physical: touching, unwelcome hugging or kissing, pinching, brushing the body, any coerced sexual act or actual assault.

- Textual/Electronic: “sexting” (electronically sending messages with sexual content, including pictures and video), the use of sexually explicit language, harassment, cyber stalking and threats via all forms of electronic communication (email, text/picture/video messages, intranet/on-line postings, blogs, instant messages and social network websites like Facebook and Twitter).

The most severe and overt forms of sexual harassment are easier to determine. On the other end of the spectrum, some sexual harassment is more subtle and depends, to some extent, on individual perception and interpretation. The courts will assess sexual harassment by a standard of what would offend a “reasonable person.”

### *III. PROCEDURE FOR REPORTING AN ALLEGATION OF SEXUAL HARASSMENT*

An employee who either observes sexual harassment or believes herself/himself to be the object of sexual harassment should deal with the incident(s) as directly and firmly as possible by clearly communicating her/his position to the offending employee, and her/his immediate supervisor. It is not necessary for sexual harassment to be directed at the person making the report.

Any employee may report conduct which is believed to be sexual harassment, including the following:

*Electronic/Direct Communication.* If there is sexual harassing behavior in the workplace, the harassed employee should directly and clearly express her/his objection that the conduct is unwelcome and request that the offending behavior stop. The initial message may be verbal. If subsequent messages are needed, they should be put in writing in a note or a memo.

*Contact with Supervisory Personnel.* At the same time direct communication is undertaken, or in the event the employee feels threatened or intimidated by the situation, the problem must be promptly reported to the immediate supervisor of the person making the report, an elected official, or the cemetery manager.

The employee experiencing what he or she believes to be sexual harassment must not assume that the employer is aware of the conduct. If there are no witnesses and the victim fails to notify a supervisor or other responsible officer, the township will not be presumed to have knowledge of the harassment.

*Resolution Outside Township.* The purpose of this policy is to establish prompt, thorough and effective procedures for responding to every report and incident so that problems can be identified and remedied by the township. However, all township employees have the right to contact the Illinois Department of Human Rights (IDHR) or the Equal Employment Opportunity Commission (EEOC) for information regarding filing a formal complaint with those entities. An IDHR complaint must be filed within ~~180~~ 300 days of the alleged incident(s) unless it is a continuing offense. A complaint with the EEOC must be filed within 300 days.

Documentation of any incident may be submitted with any report (what was said or done, the date, the time and the place), including, but not limited to, written records such as letters, notes, memos and telephone messages.

All allegations, including anonymous reports will be accepted and investigated regardless of how the matter comes to the attention of the township. However, because of the serious implications of sexual harassment charges and the difficulties associated with their investigation and the questions of credibility involved, the claimant's willing cooperation is a vital component of an effective inquiry and an appropriate outcome.

#### *IV. PROHIBITION ON RETALIATION FOR REPORTING SEXUAL HARASSMENT ALLEGATIONS*

No township official, township agency, township employee or township office shall take any retaliatory action against any township employee due to a township employee's:

1. Disclosure or threatened disclosure of any violation of this policy,
2. The provision of information related to or testimony before any public body conducting an investigation, hearing or inquiry into any violation of this policy; or
3. Assistance or participation in a proceeding to enforce the provisions of this policy.

For the purposes of this policy, retaliatory action means the reprimand, discharge, suspension, demotion, denial of promotion or transfer, or change in the terms or conditions of employment of any township employee that is taken in retaliation for a township employee's involvement in protected activity pursuant to this policy.

No individual making a report will be retaliated against even if a report made in good faith is not substantiated. In addition, any witness will be protected from retaliation.

Similar to the prohibition against retaliation contained herein, the State Officials and Employees Ethics Act (5 ILCS 430/15-10) provides whistleblower protection from retaliatory action such as reprimand, discharge, suspension, demotion, or denial of promotion or transfer that occurs in retaliation for an employee who does any of the following:

1. Discloses or threatens to disclose to a supervisor or to a public body an activity, policy, or practice of any officer, member, State agency, or other State employee that the State employee reasonably believes is in violation of a law, rule or regulation,
2. Provides information to or testifies before any public body conducting an investigation, hearing, or inquiry into any violation of a law, rule, or regulation by any officer, member, State agency or other State employee, or
3. Assists or participates in a proceeding to enforce the provisions of the State Officials and Employees Ethics Act.

Pursuant to the Whistleblower Act (740 ILCS 174/15(a)), an employer may not retaliate against an employee who discloses information in a court, an administrative hearing, or before a legislative commission or committee, or in any other proceeding, where the employee has



reasonable cause to believe that the information discloses a violation of a State or Federal law, rule or regulation. In addition, an employer may not retaliate against an employee for disclosing information to a government or law enforcement agency, where the employee has reasonable cause to believe that the information discloses a violation of a State or Federal law, rule or regulation. (740 ILCS 174/15(b)).

According to the Illinois Human Rights Act (775 ILCS 5/6-101), it is a civil rights violation for a person, or for two or more people to conspire, to retaliate against a person because he/she has opposed that which he/she reasonably and in good faith believes to be sexual harassment in employment, because he/she has made a charge, filed a complaint, testified, assisted, or participated in an investigation, proceeding, or hearing under the Illinois Human Rights Act.

An employee who is suddenly transferred to a lower paying job or passed over for a promotion after filing a complaint with IDHR or EEOC, may file a retaliation charge – due within 180 days (IDHR) or 300 days (EEOC) of the alleged retaliation.

#### *V. CONSEQUENCES OF A VIOLATION OF THE PROHIBITION OF SEXUAL HARASSMENT*

In addition to any and all other discipline that may be applicable pursuant to township policies, employment agreements, procedures, and/or employee handbooks, any person who violates this policy or the Prohibition on Sexual Harassment contained in 5 ILCS 430/5-65, may be subject to a fine of up to \$5,000 per offense, applicable discipline or discharge by the township and any applicable fines and penalties established pursuant to local ordinance, State law or Federal law. Each violation may constitute a separate offense. Any discipline imposed by the township shall be separate and distinct from any penalty imposed by an ethics commission and any fines or penalties imposed by a court of law or a State or Federal agency.

#### *VI. CONSEQUENCES FOR KNOWINGLY MAKING A FALSE REPORT*

A false report is a report of sexual harassment made by an accuser using the sexual harassment report to accomplish some end other than stopping sexual harassment or retaliation for reporting sexual harassment. A false report is not a report made in good faith which cannot be proven. Given the seriousness of the consequences for the accused, a false or frivolous report is a severe offense that can itself result in disciplinary action. Any person who intentionally makes a false report alleging a violation of any provision of this policy shall be subject to discipline or discharge pursuant to applicable township policies, employment agreements, procedures and/or employee handbooks.

In addition, any person who intentionally makes a false report alleging a violation of any provision of the State Officials and Employees Ethics Act to an ethics commission, an inspector general, the State Police, a State's Attorney, the Attorney General, or any other law enforcement official is guilty of a Class A misdemeanor. An ethics commission may levy an administrative fine of up to \$5,000 against any person who intentionally makes a false, frivolous or bad faith allegation.

*This policy was drafted using the Illinois Department of Human Rights Sexual Harassment Model Policy and has been modified to conform to Public Act 100-0554.*



**FOR:** Honorable Township Trustees

**SUBJECT:** Ordinance Amending Ordinance 2020 – 04, An Ordinance Authorizing the Creation and Implementation of a Community Emergency Response Program for Eligible Residents of City of Bloomington Township

**RECOMMENDATION/MOTION:** Recommend that the Ordinance be passed.

**BACKGROUND:** At the Board’s June 29, 2020, Ordinance 2020 – 04 was passed which established the Community Emergency Response Program, (CERP). This program was established in an effort to assist those impacted by COVID – 19 who may not necessarily or completely qualify for documented need through the Township General Assistance or Emergency Assistance Programs. CERP provides eligible individuals or families additional community support once all federal, state and local assistance has been exhausted.

Qualifying low income households will be eligible for financial support with rent, food, temporary shelter, utility bills, rent or mortgage, property taxes, childcare, transportation, work related expenses, and car repairs. Eligibility criteria includes applicants who supplemented a low fixed income with additional employment and due to COVID – 19 were furloughed/laid off/ or forced reduced hours. Proof of employment and documented loss of job or reduced hours is required.

The United Way of McLean County developed a Housing Coalition. This is a private public partnership. The City Township is a member of this group. The identified estimated community need is \$2 million. CERP will match the State of Illinois eligibility income threshold – 200% of the federal poverty level. The \$100,000 in City Township funding would mean that the Coalition would reach over ninety-one percent, (91%), of its goal.

All CERP payments will be made directly to the vendor, (i.e. landlord, utility company, etc.). There is a maximum relief amount of \$1,000. CERP as originally adopted is scheduled to expire upon full expenditure of appropriated dollars or December 31, 2020 whichever occurred first.

COVID – 19 numbers have continued to rise in Illinois. The entire state is under Tier 3 Resurgence Mitigations. The federal, state, and local governments have continued to offer a variety relief programs. The number of cases is expected to continue to rise throughout the holiday season.

Township staff is recommending that Ordinance 2020 – 04 be amended until the state reaches Phase 5. Illinois Restored. Phase 5 means testing, tracing and treatment are widely available throughout the state. A vaccine and/or treatment option are readily available. The economy will fully reopen with safety precautions. Conventions, festivals, and large events would be permitted. Businesses, schools and recreational places will reopen with new safety guidance and procedures.

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** McLean County United Way's Housing Coalition members: City of Bloomington, Town of Normal, Normal Township, Mid-Central Community Action, Salvation Army, Chestnut Health Systems, Immigration Project, and local area churches.

**ADMINISTRATOR RESPONSE:** Respectfully request that that the amended Ordinance be passed.

Respectfully submitted for Board consideration.

Recommended by:

Deborah L. Skillrud  
Township Supervisor

**CITY OF BLOOMINGTON TOWNSHIP  
ORDINANCE NO. 2020 - \_\_\_\_**

**AN ORDINANCE AMENDING ORDINANCE NO. 2020 – 04, AN ORDINANCE  
AUTHORIZING THE CREATION AND IMPLEMENTATION OF A COMMUNITY  
EMERGENCY RESPONSE PROGRAM FOR ELIGIBLE RESIDENTS OF CITY OF  
BLOOMINGTON TOWNSHIP**

**WHEREAS**, the City of Bloomington Township (the “Township”) is a unit of local government of McLean County, Illinois; and

**WHEREAS**, the Township has closely monitored the impact of the COVID-19 pandemic on the residents of the Township; and

**WHEREAS**, the Township continues to utilize existing policies and programs to assist as many residents as possible with various financial and social needs related to the COVID-19 pandemic, as well as all other continued needs; and

**WHEREAS**, the Township Supervisor and Board of Trustees have determined there are significant, unintended, and negative financial consequences related to COVID-19 for many residents of the Township who may not otherwise qualify under such existing policies and programs; and

**WHEREAS**, the Township Supervisor and Board of Trustees have determined that it is necessary and in the best interests of the Township to help alleviate these further hardships by creating a new relief program as further described in this Ordinance; and

**WHEREAS**, pursuant to the Illinois Township Code, including Section 85-13 (60 ILCS 1/85-13), a Township is authorized to expend funds for matters related to public safety, health, and social services for those in need; and

**WHEREAS**, the Township has existing financial reserves in its General Town Fund that can be utilized for such matters related to the public safety, health, and social services for those in need; and

**WHEREAS**, the Township Supervisor and Board of Trustees have determined that establishing a Community Emergency Response Program to support Township residents who are otherwise unable to receive support from any other source during the current crisis is necessary and desirable, and is supported by the Township’s express statutory power to spend funds on matters related to public safety, health, and social services for those in need.

**WHEREAS**, COVID – 19 is a continued public health concern which will not be resolved by December 31, 2020;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF BLOOMINGTON TOWNSHIP BOARD OF TRUSTEES, AS FOLLOWS:**

Section 1. All recitals contained in the above WHEREAS clauses are hereby incorporated by reference and made a part of this Ordinance.

Section 2. That the Township Supervisor and Board of Trustees hereby establish the City of Bloomington Township Community Emergency Response Program (the “Program”), consistent with this Ordinance.

- a. Program Oversight. The Township Supervisor is authorized to implement, administer, and otherwise oversee the Program consistent with the guidelines set forth in this Ordinance. The Board of Trustees shall retain budgetary oversight.
- b. Eligibility. In order to be eligible for the Program, an applicant must:
  - i. Submit the McLean County Emergency Assistance application for the Program (or any other form approved by the Township);
  - ii. Be a resident of the Township continuously for at least the last three (3) months from the date of submission of the application;
  - iii. Be at or below 200% Federal Poverty Level. The federal poverty guidelines are **one measure of poverty** within the United States. They are released annually and used to determine financial eligibility for federal programs and benefits.
  - iv. Hold a government issued ID card or valid driver’s license;
  - v. Be financially unable to alleviate a life-threatening circumstance which places the individual or family at risk for homelessness or be unable to pay a work-related expense necessary to maintain employment (i.e. attain self-sufficiency) due to impact of COVID-19 on their income;
  - vi. Community Emergency Response grant amount must be sufficient to alleviate the life-threatening circumstance or pay a work-related expense;
  - vii. Demonstrate they have exhausted their eligibility in and/or are ineligible for all other federal, state, and local resources (including the Township’s General and Emergency Assistance programs) before applying for the Program;

- viii. Be an adult, eighteen (18) years or older, who is not residing either with a financially responsible adult relative, legal guardian, or a natural or adoptive parent;
  - ix. In a Family Case, the adult must be the financially responsible relative of each child listed in the household;
  - x. Unmarried, unemancipated minors (i.e., under the age of 18) who are not residing either with a financially-responsible adult relative, legal guardian, or his/her natural or adoptive parent.
- c. Eligibility Decisions. The Township Supervisor shall make all decisions regarding eligibility and awards for relief to an applicant under the Program.
  - d. Amount of Relief. All applicants deemed eligible for funds under the Program shall receive relief in the amount of \$1000 maximum ~~through December 31, 2020~~ until Phase 5. Illinois Restored.
  - e. Payment of Relief. No payments from the Program shall go directly to an applicant. Any payment under the Program shall be made by the Township directly to a vendor (i.e., landlord, utility company, etc.).
  - f. Right to Reapply. Any applicant denied relief under the Program has the right to reapply at any time. Any applicant approved and provided relief under the Program may be eligible for additional funds until either the \$1000 maximum or the Program end date of ~~December 31, 2020~~ Phase 5. Illinois Restored is reached.
  - g. Funding of the Program. Consistent with Illinois law, including the Illinois Municipal Budget Law (50 ILCS 330/), the Board of Trustees has or will authorize the appropriation(s) needed and authorizes the Township Supervisor to take all necessary steps for the Program. Specifically, the Board authorizes the expenditure of a maximum total of \$100,000.00 from the General Town Fund for the Program. However, the Township Supervisor and Board of Trustees agree that all other federal, state and local funds (CDBG, CSBG, Charity/Churches, Township's GA/EA) for COVID-19 related community relief held by any of the agencies of the Coalition shall be utilized for the Program before any of these appropriated funds.
  - h. Conclusion of the Program. The Program shall expire upon the expenditure of those funds appropriated by the Board of Trustees for the Program or ~~December 31, 2020~~, Phase 5. Illinois Restored whichever shall occur first.

Section 3. In the event that any part or parts of this Ordinance shall be declared to be invalid or unenforceable by a Court of competent jurisdiction, such adjudication shall in no way affect or

impair the validity or enforceability of any of the remaining provisions, portions, or clauses of this Ordinance that may be given effect without such invalid or unenforceable part or parts.

Section 4. That all ordinances, resolutions, motions, or parts thereof, in conflict with any of the provisions of this Ordinance, are hereby repealed to the extent of such conflict.

Section 5. That this Ordinance shall be in full force and effect from and after its passage and approval.

PASSED this \_\_\_<sup>th</sup> day of December, 2020, at a duly and properly noticed and convened meeting of the City of Bloomington Township Board of Trustees.

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Deborah L. Skillrud  
Township Supervisor

ATTEST:

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Leslie Yocum  
Township Clerk



**CITY of BLOOMINGTON TOWNSHIP  
EVERGREEN MEMORIAL CEMETERY**

TO: Township Trustees  
FROM: Deborah L Skillrud, TWP Supervisor  
DATE: December 14, 2020  
RE: Township Supervisor's Report

**Workfare Programs:** Wellness Lifestyle Series held classes at the Bloomington Public Library in the Community Room on November 6 and 13, 2020. The weekly classes saw ten (10) participants in attendance. Due to COVID-19 restrictions at the Library, the class was reduced to eight (8) in person participants with the remainder participating via Zoom. Classes were closed to the public as has been the policy since they resumed in mid-July.

Skills to Succeed course held classes at Second Presbyterian Church in Bloomington. Classes were held at the church due to the City of Bloomington Township building being closed to the public. Classes were held on November 9 and 16, 2020. The weekly classes saw four (4) participants in attendance.

Due to Tier 3 Enhanced Mitigation which took effect on November 20th, both Second Presbyterian Church and the Public Library closed their doors to the public. This had a direct impact on classes and led the Township to cancel all workfare activities for the remainder of 2020. All class instructors, workfare participants, and workfare sponsors were contacted by phone and/or letter to inform them of the suspension.

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

Eighty-nine, (89), individuals submitted applications, with fifty-one, (51), being *potentially eligible* for GA and thirty-eight, (38), being *potentially eligible* for Emergency Assistance, (EA). No one was referred to local agencies and/or area churches. This was a decrease from October's total number.

In November, Township received \$8,268.80 Supplemental Security Income recovery funds from the State of Illinois.

**COVID - 19 Update:** Tier 3 Enhanced Mitigations remain in effect statewide. The restrictions impact bars and restaurants, health and fitness centers, hotels, indoor and outdoor recreation, theaters and cultural institutions, manufacturing, meetings, social events and gatherings, personal care services and retail businesses.

Township staff continues to monitor COVID – 19. The Township has continued to fulfill its statutory duties to provide GA and EA to those in need under the Illinois Public Aid Code. The Township must comply with these guidelines. The Township lobby remains closed. However, the Township continues to receive applications and supportive documentation through its website, email, fax and in person at our entryway.

Due to federal, state and local government COVID – 19 programs, the GA program is seeing changes in activity. There are moratoriums on residential evictions, utility disconnection moratoriums, and public transportation fair suspensions. The Township is aware that these programs are finite and demand for services will emerge as federal and state dollars are exhausted.

**FEMA/Cures Grant:** Township staff will submit expense reimbursement for PPE (Personal Protective Equipment) supplies.

**State Mandates:** Sexual Harassment Prevention training was held on November 19, 2020 at 1:00 p.m. for Township GA staff.

**Property Condition Assessment:** Farnsworth Group staff continues to evaluate the building exterior and surrounding property.

**Emergencies:** Unexpected fan failure in maintenance closet required immediate replacement. Fan noise impacted meetings held in Assessor's office. Replacement cost plus labor: \$117.68.

**Draft Fiscal Year (FY) 2022 Budget Ordinance:** The draft Ordinance will appear on the Board's January 25, 2020 Meeting Agenda.

**Cemetery:** Wreaths Across America will take place on Saturday, December 19, 2020 at noon. This year all 800 veterans buried at Evergreen Memorial Cemetery will have a wreath placed on their gravesite. Thanks to the many sponsors who remembered the veterans' sacrifices for our great country.

# System Activity Report

[11/1/2020 - 11/30/2020] Report Date: 12/3/2020

## General Assistance

Grants (New Clients) :	7	\$2,035.20
Grants (Previous Clients) :	49	\$15,425.00
In-Process :	15	
Denials :	42	
Sanctions :	13	
Terminations :	13	
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	139	\$17,460.20

## General Assistance - Medical

Referrals :	4	
Disbursements :	0	
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	4	\$0.00

## General Assistance - Work Program Assignments

Job Training :	4	
Workfare :	4	
	<hr/>	
	8	

## Emergency Assistance

Grants :	11	\$4,853.00
In-Process :	0	
Denials :	4	
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	15	\$4,853.00

## Additional Assistance

GA - Transient :	1	\$98.00
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	1	\$98.00

## Additional Activity

A Call (phone/fax/email) :	473	
A Face-to-Face :	193	
Call/Walk-in AFTER 4:30 pm :	1	
General - Intake :	107	
General - Orientation :	69	
General - Other :	24	
General - Reschedule :	1	
R - BHA :	14	
R - Chestnut :	1	
R - CHS :	1	
R - DHS :	1	
R - DORS :	1	
R - IDES :	7	
R - MCCA / LIHEAP :	22	
R - Other :	6	
R - Parole / Probation :	1	
R - PATH :	5	
R - Salvation Army :	1	
WF - Appointment :	5	
WF - Sanction :	2	
WF - Work Sponsor Site :	79	
WF Training/Education :	35	
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	1,049	

Grand Totals:	1,216	\$22,411.20
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**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

To: Town Trustees  
From: Steve Scudder  
Date: December 9, 2020  
Subject: Assessor Report

The Board of Review appeal process has ended. I will be updating some graphs from last year on next month's report to show the effects of the Board decisions through the appeal process. The equalized assessed value submitted to the County in September was \$2,056,804,314. The Board of review process will typically adjust that amount lower.

The Board of Review our processes for 2020 and we now begin on 2021.

Questions or Comments

Happy Holidays see you next year.