

ANNUAL TOWN MEETING

CITY of BLOOMINGTON TOWNSHIP

Tuesday, April 11, 2017
6:00 p.m.

City Hall Council Chambers
109 East Olive Street, Bloomington, IL

AGENDA

- I. Call to Order: Cherry Lawson, Town Clerk
- II. Pledge of Allegiance
- III. Introduction of Town Officers
- IV. Nominations for Moderator
- V. Election and Swearing in of Moderator
- VI. Remarks by Moderator on Conducting the Meeting
- VII. Approval of Minutes of April 12, 2016 Annual Town Meeting.
(Recommend approval as presented.)
- VIII. Reports and Introduction of Employees
Assessor: Steve Scudder
Supervisor: Deborah Skillrud
- IX. Public Comments
- X. Setting of time for Next Annual Town Meeting. (Recommend April
10, 2018 at 6:00 p.m.)
- XI. Other Business
- XII. Adjournment

**MINUTES OF THE TOWN OF THE CITY
OF BLOOMINGTON TOWNSHIP
ANNUAL TOWN MEETING
TUESDAY, APRIL 12, 2016**

The meeting was called to order by Cherry Lawson, Town Clerk, in the Council Chambers of the City Hall Building at 6:00 p.m. on April 12, 2016 for the Annual Town Meeting. She asked that everyone rise and join her in the Pledge of Allegiance.

Ms. Lawson introduced Deborah Skillrud, Township Supervisor and Steve Scudder, Township Assessor.

Motion by Stephanie Uzueta, seconded by Alan McDowell, that David Stanczak be nominated as Moderator.

The Chair called for further nominations from the Floor. There were no further nominations.

Motion by Stephanie Uzueta, seconded by Alan McDowell, that David Stanczak be elected Moderator by acclamation.

Motion carried. (viva voce)

The Chair announced that David Stanczak had been elected as Moderator.

David Stanczak came forward and was given the Oath of Office as Moderator by the Town Clerk.

Mr. Stanczak opened the Town Meeting. The Annual Town Meeting's decision makers were the electors, (i.e. registered voters). The Annual Town Meeting Agenda was approved by the Township Board at their March 28, 2016 meeting. The meeting would be conducted in compliance with the Open Meetings Act.

Approval of Minutes of April 14, 2015 Annual Town Meeting.

Motion by Glen Ludwig, seconded by Larry Bross, that the Minutes of April 14, 2015 Annual Town Meeting be approved as presented.

Motion carried. (viva voce)

Elector's Request – Resolution in Support of Normal Township's Activity and Recreation Center.

Alan McDowell addressed those present. Normal Township's Activity and Recreation Center (ARC) was open to residents of McLean County, fifty-five (55) years and older. Current, Center usage was forty-six percent (46%) by City of Bloomington (City) residents and forty-nine

percent (49%) by Town of Normal (Town) residents. In the last two (2) days, 270 new members were added.

ARC was moving to new facilities, located at 600 E. Willow St., Normal, IL. The Grand Opening would be held on Monday, April 25, 2016. A walking track, new exercise rooms and library would be available. The Nurses' space would be expanded and offer added services. Faith in Action, Vision Service Plan, (VSP), Illinois State University's (ISU) Hearing Clinic and PATH's Senior Services would become ARC tenants.

The annual fee was \$25 per individual, \$40 per couple. Classes with instructors charged additional fees. Transportation within a five (5) mile radius would be available for \$1, one-way. In addition, ConnectTransit had a stop in front of ARC.

Motion by Alan McDowell, seconded by Carroll Bross that the electors request be approved and the Resolution in Support of Normal Township's ARC be adopted.

Motion carried. (viva voce)

Steven Scudder, Township Assessor, gave a brief report. The Township Building was located at 607 S. Gridley St. He introduced the Assessor's office staff present: Terri Joyce, Chief Deputy Assessor/GIS Specialist; Josh Gochanour, Data Analyst; Cindy Shoultz, Document/Records Management; and Maureen Sterrenberg, Lead Residential Appraiser. Staff not present: Mike Ireland, Staff Analyst and Tim Jorczak, Commercial Appraiser.

The Assessor's office's responsibility was to estimate properties' market values in the Township. The Township was coterminous. McLean County, City of Bloomington, City Township, Bloomington/Normal Airport Authority, City Public Library, Unit 5 and District 87 School Districts, and Heartland Community College were users of the property tax.

Adjustments were made to the Equalized Assessed Value (EAV). The County's Board of Review handled 349 appeals in 2015 equaling \$6,035,871 in EAV reductions. The total EAV for the City was \$1,956,967,852. This included 24,262 residential and 2,372 commercial parcels.

Mr. Scudder noted his office's website, (www.wevaluebloomington.org), which was used to access information on property assessment and online property record information. Digital parcel maps were available to the public via the Geographic Information System, (GIS). A link to the mapping service was available on his office's web site.

The median sales price for a single family home had fallen to \$175,250 in 2015. There were 690 home sales last year. Lis Pendens and foreclosures had decreased. He cited the top ten taxpayers in the City. He noted that school districts receive the majority of property tax funds.

Deborah Skillrud, Township Supervisor, thanked Mr. Stanczak, Moderator; the Board of Trustees and Cherry Lawson, Town Clerk. She recognized Ruth Ann Fraker and Joe Gibson, both former Supervisors, for their support of the Township. Ms. Skillrud also recognized the Evergreen Memorial Cemetery (EMC) board members and the Supervisor's office staff.

Ms. Skillrud stated the Town of the City of Bloomington Township had the same boundaries as the City of Bloomington. The Township was considered an urban township. At this meeting, the Township Clerk acted as the only township official. The remaining attendees were electors, (i.e. registered voters).

The local governments did not duplicate services. Counties were focused on providing judicial services, (i.e. circuit court system). Municipalities were focused on providing public works, (i.e. streets, sewer, refuse), and public safety (i.e. police and fire), services. Townships were focused on providing human services and property assessments. The City Township had the added responsibility over EMC. All of these units of local government collaborated through Intergovernmental Agreements, (IGA), when possible.

General Township (GT) Fund expenses had increased but were offset by other sources of income. General Assistance (GA) Fund and EMC Fund expenses had decreased. The Tax Levy had remained the same as Fiscal Year (FY) 2015. Grants were issued on behalf of 1,774 clients in FY 2016. The Affordable Care Act, (ACA), had reduced the average cost per recipient to \$265. Over fifty percent (50%) of recipients were between the ages of eighteen (18) to forty (40) years.

Ms. Skillrud acknowledged the Workfare program sponsors who were focused on education and training which promoted employability and employment. She cited local businesses and organizations that had provided assistance to GA clients, and to senior and youth populations.

EMC hosted two (2) annual events: Memorial Day parade of flags in the spring and Discovery Walk in the fall. The American Veterans Traveling Tribute (AVTT) Vietnam Wall event would be held from August 24 – 28, 2016. This event was being sponsored by EMC and Cargill, Inc. A fund-raising benefit would be on Saturday, April 30, 2016 at the Lafayette Club, located at 107 E. Lafayette St.

John M. Scott Health Resource Center was a private trust which provided selected health care services to qualified persons residing in McLean County. The Resource Center provided various services such as transportation, medication programs and dental health. Total trips to Community Cancer Center, located at 407 E Vernon Ave., Normal, for treatment appointments had increased.

Ms. Skillrud noted that Heartland Community Center (HCC) had cancelled the Skills for Success program due to budget cuts. Psycho-educational sessions for light duty were created to assist the Workfare program participants. The Ecology Action Center's (EAC) Pots Recycling program had closed.

Goals for FY 2017 included: 1.) seek IGA for collaboration between Normal Township and the City regarding senior services; 2.) work with the City for assessment of Township Building's need for repairs and maintenance; 3.) re-establish a location and partnership with the EAC's Pots Recycling program; 4.) continue to develop a partnership with Project Hope as a viable workforce enhancement for GA clients; and 5.) finalize a partnership with Bloomington Public Library to teach GA clients basic computer, email and resume writing classes in May 2016.

Public Comments.

An individual offered a comment.

Motion by Ruth Ann Fraker, seconded by Cindy Shultz, to set April 11, 2017 at 6:00 p.m. as the time for the next Annual Town Meeting.

Motion carried. (viva voce)

No other business was brought forth at this meeting.

Motion by Gary Fraker, seconded by Stephanie Uzueta, to adjourn the meeting. Time: 6:50 p.m.

Motion carried (viva voce).

Cherry L. Lawson, Township Clerk

Moderator

TOWN of the CITY of BLOOMINGTON

aka: CITY of BLOOMINGTON TOWNSHIP

aka: BLOOMINGTON CITY TOWNSHIP

ANNUAL STATEMENT of RECEIPTS & EXPENDITURES (Unaudited)

FY2017: 04/01/2016 - 03/31/2017

For the

GENERAL TOWN ADMINISTRATION FUND
EVERGREEN MEMORIAL CEMETERY FUND
GENERAL ASSISTANCE WELFARE FUND

Deborah L Skillrud, Township Supervisor

April 11, 2017

Town of the City of Bloomington: General Town Administration Fund

Financial Statement 04/01/2016 - 03/31/2017 (Unaudited)

Beginning Balance 04/01/2016			
Cash: Prairie State Bank (53)		\$40,816	
Reserve: Prairie State Bank (64)		\$818,515	
	Total Beginning Public Funds	<u> </u>	\$859,331
2015 TAX LEVY	\$	1,595,000	
Fiscal Year Revenue			
Interest		\$3,755	
Other Income: JMSHRC	\$53,730		
Other Income: Retiree Insurance	\$20,732		
Other Income: IGA Workfare	\$10,800		
Other Income: CEM Benefits	\$112,779		
Other Income: CEM (financial)	\$12,200		
Other Income: Other	\$7,916		
Other Income		<u> </u>	\$218,157
Township Litigation Income		\$40,385	
Personal Property Replacement Tax		\$130,336	
Tax Levy (Extension)		<u> </u>	\$1,591,588
	Total Fiscal Year Revenue		\$1,984,221
		Total Public Funds	<u> </u>
			\$2,843,552
Expenses			
Assessor's Office Expenses			
Rent/Debt Service		\$21,544	
Auto Expense		\$2,941	
Telephone		\$3,182	
Utilities		\$5,578	
Postage		\$145	
Office Supplies		\$1,669	
Publications & Printing		\$225	
Equipment		\$1,691	
Equipment Repair/Rental		\$40	
Education/Meetings/Conferences		\$7,136	
Appraisal Services		\$15,383	
Janitorial		\$1,840	
Computer Services		\$9,103	
Mapping/GIS Services		\$16,978	
Membership Dues		<u> </u>	\$2,380
	Total Assessor's Office Expenses		\$89,834
Community Agency Funding			
Community Medical		\$20,000	
Transportation		\$10,000	
GA Client Service Funding		\$17,500	
Youth Services		\$42,500	
Senior Services		<u> </u>	\$77,500
	Total Community Agency Funding		\$167,500
Compensation & Benefits			
Supervisor		\$77,833	
Assessor		\$94,500	
Town Clerk		\$2,400	
Town Trustees		\$2,660	
General Assistance Staff		\$343,840	
Deputy Assessors		\$327,440	
IMRF/Employer		\$163,564	
FICA (SS/MC)/Employer		\$59,474	
Group Medical/Employer		\$211,561	
State Unemployment/Employer		<u> </u>	\$948
	Total Compensation & Benefits		\$1,284,221

Town of the City of Bloomington: General Town Administration Fund

Financial Statement 04/01/2016 - 03/31/2017 (Unaudited)

Services & Expenses			
Membership Dues		\$1,387	
Auditing Expense		\$6,775	
Legal Expense		\$4,390	
Insurance		\$12,303	
Publishing		\$448	
Other Expenditures		\$4,137	
Debt Service - Principle & Interest		\$4,700	
Building Maintenance		\$8,659	
Janitorial Services & Supplies		\$3,395	
Special Projects		\$1,999	
	Total Services & Expenses	<u> </u>	\$48,193
Supervisor's Office Expenses			
Postage		\$1,983	
Rent/Debt Service		\$40,000	
Janitorial		\$2,300	
Utilities		\$8,367	
Telephones		\$3,912	
Car Expense		\$291	
Education/Conference/Meetings		\$2,230	
Equipment Repair/Rental		\$6,624	
Office Supplies		\$3,778	
Printing		\$480	
Publications		\$50	
Computer/Contract Services		\$14,991	
Membership Dues		\$130	
	Total Supervisor's Office Expenses	<u> </u>	\$85,136
		Total Expenditures	<u> </u> \$1,674,884
		Total Ending Public Funds	<u> </u> \$1,168,668
Ending Balance 03/31/2017			
Cash: Prairie State Bank & Trust (53)		\$45,817	
Reserve: Prairie State Bank & Trust (64)		\$937,032	
Investments: The Illinois Funds (85)		\$185,819	
		Total Ending Public Funds	<u> </u> \$1,168,668

03/31/2017 Current Liabilities		\$137
	Total Current Liabilities	<u> </u> \$137

03/31/2017 Short-Term Liability		Lease
2014 Toyota Prius; Gross cost \$25,503.27 less residual value \$14,520		
Vehicle Lease @ \$309.49/month for 36 months; matures 08/2017		\$11,774
Less Total Payments through 03/31/2017		<u> </u> -\$10,227
	Total Short-Term Liability	<u> </u> \$1,547

03/31/2017 Long-Term Liability		Principle	Interest
General Obligation (Limited Tax) Debt Certificates, Series 2003, at 3.48%. Maturity Date 01/01/2019		\$900,000	\$257,097
Less Total Payments through 03/31/2017		<u> </u> \$780,000	<u> </u> \$250,833
	Total Long-Term Liability	<u> </u> \$120,000	<u> </u> \$6,264

03/31/2017 Long-Term Liability		Lease
Xerox Financial Services: WC5330PT, 5945APT		
Equipment Lease @ \$202.92/month for 60 months; matures 11/2019		\$12,175
Less Total Payments through 03/31/2017		<u> </u> -\$5,682
	Total Long-Term Liability	<u> </u> \$6,493

Town of the City of Bloomington: Evergreen Memorial Cemetery Fund

Financial Statement 04/01/2016 - 03/31/2017 (Unaudited)

Beginning Balance 04/01/2016

Bank Accts			
Heartland Bank: Checking		\$ 127,092	
Heartland Bank: Reserve		\$ 268,348	
Petty Cash		\$ 250	
	Total Bank Accts		\$ 395,690
Trust Accts			
Heartland Bank: Trust Account		\$ 100,218	
Heartland Bank: Irrevocable Trust		\$ 166,808	
	Total Trust Accts		\$ 267,026
	Total Beginning Funds		\$ 662,716

2015 TAX LEVY **\$ 506,600**

Revenue

Real Estate Tax Levy		\$ 505,413	
Personal Property Replacement Tax (PPRT)		\$ 41,690	
Opening/Closing Fees		\$ 68,874	
Marker Commission		\$ 6,765	
Sales: Lots	\$ 78,703		
Sales: Crypts	\$ 10,585		
Sales: Niches	\$ 11,915		
Sales: Burial Supplies	\$ 2,700		
Sales: Chapel Fee	\$ 400		
Sales		\$ 104,303	
Interest from Reserve		\$ 2,580	
Income from Trusts		\$ 6,908	
Other Income: Cemetery Walk	\$ 817		
Other Income: Veteran Flags	\$ 1,130		
Other Income: Marker Sales	\$ 1,100		
Other Income: Marker Installed--Other	\$ 600		
Other Income: AVTT Wall	\$ 26,640		
Other Income: Other	\$ 27,289		
Other Income		\$ 57,576	
Inspection Fees		\$ 3,525	
	Total Fiscal Year Revenue		\$ 797,636
Unrealized Gain/(Loss) due to Trust Activities (as of 12/31/2016)			\$ 5,462
	Total Funds		\$ 1,465,814

Expenses

Administrative Expenses			
Casualty Insurance		\$ 20,033	
Contractual Services		\$ 3,635	
Office Supplies		\$ 3,350	
Utilities		\$ 15,336	
Advertising		\$ 5,521	
Dues & Seminars		\$ 749	
Audit Expense		\$ 6,775	
Financial Administration		\$ 12,200	
Special Events: AVTT Wall	\$ 34,969		
Special Events: Cemetery Walk	\$ 6,659		
Special Events: IL Rte 66 Scenic Byway	\$ 100		
Special Events: Memorial Day Event	\$ 567		
Special Events: Sr Expo	\$ 552		
Special Event Expenses		\$ 42,847	
Other Admin Expenses		\$ 5,746	
	Total Administrative Expenses		\$ 116,192

Town of the City of Bloomington: Evergreen Memorial Cemetery Fund

Financial Statement 04/01/2016 - 03/31/2017 (Unaudited)

Capital Improvements, Asset Maintenance & Repairs

Flags & Poles	\$	7,303
Grounds Maint & Repair	\$	9,392
Road, Fence, Lots, Drains	\$	105
Equipment Building	\$	12,144
Operating Equipment	\$	15,942
Office Equipment	\$	349
Mausoleum (including debt service)	\$	60,792
Grave Markers	\$	14,004

Total Capital Improvements \$ 120,031

Cemetery Operations

Fuel, Oil and Equipment	\$	7,542
Tree Removal, Monument Repair	\$	10,550
Equipment Repairs	\$	5,393
Cemetery Supplies & Maintenance	\$	2,670
Rental Equipment & Leasing	\$	88
IGA for leaves/branches	\$	2,200

Total Cemetery Operations \$ 28,442

Compensation & Benefits

Wages: Administrative Staff	\$	78,944
Wages: Cemetery Staff	\$	204,708
Trustee Compensation	\$	2,917
Wages	\$	286,568
Payroll Taxes - FICA	\$	20,540
IMRF	\$	38,128
IDES - Unemployment	\$	11,031
Health Insurance	\$	43,814
Direct Deposit Transmittal Fees	\$	371
TASC Annual Fees	\$	332

Total Compensation & Benefits \$ 400,783

Total Expenditures \$ 665,448

Total Ending Funds \$ 800,366

Ending Balance 03/31/2017

Bank Accts

Heartland Bank: Checking	\$	38,650
Heartland Bank: Reserve	\$	274,092
State Farm Bank	\$	202,241
Petty Cash	\$	50

Total Bank Accts \$ 515,033

Trust Accts

Heartland Bank: Trust Acct	\$	108,968
Heartland Bank: Irrevocable Trust	\$	176,364

Total Trust Accts \$ 285,332

Total Ending Funds \$ 800,366

03/31/2017 Current Receivables

	\$	36,864
Total Current Receivables	\$	<u>36,864</u>

03/31/2017 Long-Term Liability

General Obligation (Limited Tax) Refunding Debt Certificates,
Series 2013 at 3.10% for 5 years with annual resets at the sum of (a) 190 basis
points plus (b) the 1-year swap rate. Maturity Date 08/25/2024

	Principle	Interest
	\$	535,000
Less Principle Reduction 09/11/2013	\$	(14,550)
Less Total Payments through 03/31/2017	\$	(169,851)
Total Long-Term Liability	\$	<u>350,599</u>

Town of the City of Bloomington: General Assistance Welfare Fund

Financial Statement 04/01/2016 - 03/31/2017 (Unaudited)

Beginning Balance 04/01/2016			
Cash: US Bank		\$105,897	
Reserve: The Illinois Funds		<u>\$841,557</u>	
	Total Beginning Public Funds		\$947,454
2015 TAX LEVY		\$150,000	
Fiscal Year Revenue			
Interest		\$2,153	
Personal Property Replacement Tax		\$13,291	
Refunds & Recoveries		\$41,989	
Tax Levy (Extension)		<u>\$149,618</u>	
	Total Fiscal Year Revenue		<u>\$207,051</u>
	Total Public Funds		\$1,154,505
Expenses			
CW/General Assistance			
Groceries/Personal Essentials		\$98,132	
Rent		\$233,195	
Utilities		\$26,775	
Medical		\$338	
Emergency Assistance		\$46,616	
Transportation		\$38,132	
Allowances		<u>\$13,045</u>	
	Total General Assistance		<u>\$456,233</u>
	Total Expenditures		\$456,233
	Total Ending Public Funds		<u><u>\$698,271</u></u>
Ending Balance 03/31/2017			
Cash: Prairie State Bank & Trust (00)		\$30,083	
Reserve: Prairie State Bank & Trust (19)		<u>\$668,189</u>	
	Total Ending Public Funds		<u><u>\$698,271</u></u>

03/31/2016 Current Liabilities		<u>\$13,929</u>
	Total Current Liabilities	<u><u>\$13,929</u></u>