

## Alison White

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**From:** Alison White  
**Sent:** Monday, February 19, 2018 8:46 AM  
**To:** Sandy Fedden; Mindy Vaughn  
**Cc:** Alison White  
**Subject:** FW: FOIA request

Sandy, can you help me out with #'s 2, 3, 4, and 5?

Mindy, can you track down a police report, if there was one?

Thanks!



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**From:** Bloomington Normal News [mailto:blnnews@yahoo.com]  
**Sent:** Sunday, February 18, 2018 1:41 PM  
**To:** Alison White <awhite@normal.org>  
**Subject:** FOIA request

I am requesting the following information under the Freedom of Information Act:

1. copies of 2017 W-2 forms for all members of the Council including the mayor
2. copies of all documentation for these credit card charges listed for City Manager:
  - lunch/dinner meetings - \$204.44
  - dinner meetings - \$463.42
  - lunch meetings - \$183.42
3. all documentation pertaining to repairs to Mayors car, including police report
4. all documentation pertaining to:
  - Kids party gifts - \$395.14
  - Destihl gift card - \$20.00
  - Apricot Lane gift card - \$20.00
5. documentation pertaining to the \$35,000 check to the Chamber of Commerce for Workforce Development

This request is a non-commercial request. I am requesting electronic copies. I am requesting fees be waived as outlined in the FOI Act as this is a request for public information that is to be shared publicly.

If a waiver of fees is not given then I do request an estimate of the cost be provided prior to filling the FOIA request.

Diane Benjamin  
BlnNews.com



February 22, 2018

*[Delivered via email]*

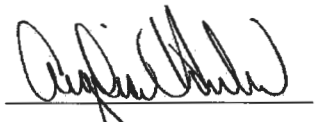
Diane Benjamin  
[blnnews@yahoo.com](mailto:blnnews@yahoo.com)

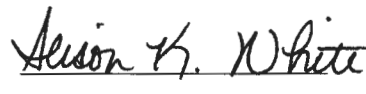
Dear Ms. Benjamin:

This letter is in response to your FOIA request of February 19, 2018. Your request has been partially denied on February 22, 2018, pursuant to the following statutes:

- 5 ILCS 140/7(1)(a) provides an exemption for information that is specifically prohibited from disclosure under federal or State law. Federal law prohibits the disclosure of tax "return information," which includes the information reported on an employee's W-2. *See, 26 USC § 6103.*
- 5 ILCS 140/7(1)(b) provides an exemption for "private information," as defined under 5 ILCS 140/2(c-5). That definition includes an individual's personal financial information, which would include the individual's tax reporting information. This also includes dates of birth, home addresses, personal license plates, driver's license numbers, and home or personal phone numbers.

By:

  
Angelia Huonker, Town Clerk

  
Alison K. White, Deputy Clerk

***"Committed to Service Excellence"***

11 Uptown Circle • Post Office Box 589 • Normal, Illinois 61761-0589  
Telephone (309) 454-2444 • Fax (309) 454-9609 • TDD (309) 454-9630  
[www.normal.org](http://www.normal.org)

## APPEAL RIGHT

Pursuant to law, you are entitled to appeal the decision denying your request for certain information. You may appeal by requesting a review by the Attorney General's Public Access Counselor within 60 calendar days from the date of this denial. Here is the contact information of the Public Access Counselor:

Office of the Attorney General  
Public Access Bureau  
500 S. 2<sup>nd</sup> Street  
Springfield, Illinois 62706  
217-558-0486  
[publicaccess@atg.state.il.us](mailto:publicaccess@atg.state.il.us)

You also have the right to judicial review. Suit may be filed in the Circuit Court for McLean County:

Law and Justice Center  
Circuit Clerk  
104 W. Front St.  
Bloomington, IL 61701  
309-888-5301  
[www.co.mclean.il.us/circuitclerk](http://www.co.mclean.il.us/circuitclerk)

# ILLINOIS TRAFFIC CRASH REPORT

Sheet 1 of 1 Sheets



IY002



\*X001037246\*

DRAC U1	1	PEDV	TRFD	4	TRFC	4	WEAT	1	DRVA	2	U2	1	VIS	U1	1	U2	1	VEHD	U1	1	U2	1	LGHT	1	COLL	15	MANV	U1	1	U2	18	PPA	PPL
------------	---	------	------	---	------	---	------	---	------	---	----	---	-----	----	---	----	---	------	----	---	----	---	------	---	------	----	------	----	---	----	----	-----	-----

INVESTIGATING AGENCY <b>Normal Police Dept.</b>	DAMAGE TO ANY ONE PERSON'S VEHICLE / PROPERTY <input type="checkbox"/> \$500 OR LESS <input checked="" type="checkbox"/> \$501 - \$1,500 <input type="checkbox"/> OVER \$1,500	TYPE OF REPORT <input type="checkbox"/> ON SCENE <input checked="" type="checkbox"/> NOT ON SCENE (DESK REPORT) <input type="checkbox"/> AMENDED	<input checked="" type="checkbox"/> A No Injury / Drive Away <input type="checkbox"/> B Injury and / or Tow Due To Crash	AGENCY CRASH REPORT NO. <b>A2018-32</b>	TRFW <b>8</b>
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ADDRESS NO.	HIGHWAY OR STREET NAME <b>W BEAUFORT ST</b>	<input checked="" type="checkbox"/> City Township <input type="checkbox"/>	INTERSECTION RELATED <input checked="" type="checkbox"/> Y <input type="checkbox"/> N	DATE OF CRASH <b>1/9/2018</b>	TIME <b>4:00</b> <input type="checkbox"/> AM <input checked="" type="checkbox"/> PM	LARS CODE	VEHT <b>15</b> U1
(CIRCLE) (CIRCLE) <input type="checkbox"/> FT / MI N S E W <b>UPTOWN CIR</b>	COUNTY <b>MC LEAN</b>	<input type="checkbox"/> PRIVATE PROPERTY <input type="checkbox"/> Y <input checked="" type="checkbox"/> N	HIT & RUN <input type="checkbox"/> Y <input checked="" type="checkbox"/> N	DOORING WITH PEDALCYCLIST? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N	NUMBER MOTOR VEHICLES INVLD <b>2</b>	LARS CODE	U2 <b>1</b>

NAME <input checked="" type="checkbox"/> DRIVER <input type="checkbox"/> PARKED <input type="checkbox"/> DRIVERLESS <input type="checkbox"/> PED <input type="checkbox"/> PEDAL <input type="checkbox"/> EQUUS <input type="checkbox"/> NMV <input type="checkbox"/> NCV <b>ESPINOZA, MARIA</b>	DATE OF BIRTH mo / day / yr [REDACTED]	MAKE <b>CHEVROLET</b>	MODEL <b>EQUINOX</b>	YEAR <b>2012</b>	CIRCLE NUMBER(S) FOR DAMAGED AREA(S) 00 - NONE 10 - UNDER CARRIAGE 11 - TOTAL (ALL AREAS) 12 - OTHER 99 - UNKNOWN POINT OF FIRST CONTACT <b>8</b>	TOWED DUE TO CRASH <input type="checkbox"/> Y <input checked="" type="checkbox"/> N FIRE <input type="checkbox"/> Y <input checked="" type="checkbox"/> N CELLPHONE <input type="checkbox"/> Y <input checked="" type="checkbox"/> N EXCEED SPEED LIMIT <input type="checkbox"/> Y <input checked="" type="checkbox"/> N COM VEH <input type="checkbox"/> Y <input checked="" type="checkbox"/> N * IF YES SEE SIDEBAR	NO. LANES <b>1</b>
STREET ADDRESS [REDACTED]	SEX SAFT AIR <b>F 2 4</b>	PLATE NO. [REDACTED]	STATE <b>IL</b>	YEAR <b>2018</b>	VEHICLE OWNER (LAST, FIRST, M.I.) <b>ESPINOZA, ISIDRO</b>	INSURANCE CO. <b>AMERICN FAMILY INSURANCE</b>	ALIGN <b>1</b>
CITY [REDACTED]	STATE <b>IL</b>	CLASS <b>D</b>	VEHICLE OWNER (LAST, FIRST, M.I.) <b>ESPINOZA, ISIDRO</b>	INSURANCE CO. <b>AMERICN FAMILY INSURANCE</b>	TELEPHONE [REDACTED]	POLICY NO. <b>194599481424FPPAIL</b>	RSUR <b>2</b>
TELEPHONE [REDACTED]	DRIVER LICENSE NO. [REDACTED]	STATE <b>IL</b>	CLASS <b>D</b>	VEHICLE OWNER (LAST, FIRST, M.I.) <b>ESPINOZA, ISIDRO</b>	INSURANCE CO. <b>AMERICN FAMILY INSURANCE</b>	TELEPHONE [REDACTED]	VEHU <b>2</b> U1

NAME <input checked="" type="checkbox"/> DRIVER <input type="checkbox"/> PARKED <input type="checkbox"/> DRIVERLESS <input type="checkbox"/> PED <input type="checkbox"/> PEDAL <input type="checkbox"/> EQUUS <input type="checkbox"/> NMV <input type="checkbox"/> NCV <b>KOOS, CHRISTOPHER C</b>	DATE OF BIRTH mo / day / yr [REDACTED]	MAKE <b>MITSUBISHI</b>	MODEL <b>MIEV</b>	YEAR <b>2012</b>	CIRCLE NUMBER(S) FOR DAMAGED AREA(S) 00 - NONE 10 - UNDER CARRIAGE 11 - TOTAL (ALL AREAS) 12 - OTHER 99 - UNKNOWN POINT OF FIRST CONTACT <b>2</b>	TOWED DUE TO CRASH <input type="checkbox"/> Y <input checked="" type="checkbox"/> N FIRE <input type="checkbox"/> Y <input checked="" type="checkbox"/> N CELLPHONE <input type="checkbox"/> Y <input checked="" type="checkbox"/> N EXCEED SPEED LIMIT <input type="checkbox"/> Y <input checked="" type="checkbox"/> N COM VEH <input type="checkbox"/> Y <input checked="" type="checkbox"/> N * IF YES SEE SIDEBAR	NO. LANES <b>1</b>
STREET ADDRESS [REDACTED]	SEX SAFT AIR <b>M 2 4</b>	PLATE NO. <b>316CB</b>	STATE <b>IL</b>	YEAR <b>2018</b>	VEHICLE OWNER (LAST, FIRST, M.I.) <b>TOWN OF, NORMAL</b>	INSURANCE CO. <b>GREAT AMERICAN INSURANCE</b>	RDEF <b>1</b>
CITY [REDACTED]	STATE <b>IL</b>	CLASS <b>D</b>	VEHICLE OWNER (LAST, FIRST, M.I.) <b>TOWN OF, NORMAL</b>	INSURANCE CO. <b>GREAT AMERICAN INSURANCE</b>	TELEPHONE <b>(309) 454-9500</b>	POLICY NO. <b>312819903</b>	BAC <b>96</b> U1
TELEPHONE [REDACTED]	DRIVER LICENSE NO. [REDACTED]	STATE <b>IL</b>	CLASS <b>D</b>	VEHICLE OWNER (LAST, FIRST, M.I.) <b>TOWN OF, NORMAL</b>	INSURANCE CO. <b>GREAT AMERICAN INSURANCE</b>	TELEPHONE <b>(309) 454-9500</b>	VEHU <b>96</b> U2

(UNIT)	(SEAT)	(DOB)	(SEX)	(SAFT)	(AIR)	(INJ)	(EJCT)	PASSENGERS & WITNESSES ONLY	(NAME) / (ADDR) / (TEL)	(HOSP)	(EMS)	NO. OCCS
												<b>1</b>
												<b>1</b>
												<b>3</b>
												<b>5</b>

UNIT 1	(EVNO)	(MOST)	(EVNT)	(LOC)	DAMAGED PROPERTY OWNER NAME	DAMAGED PROPERTY	CONTRIBUTORY CAUSE(S)	POSTED SPEED LIMIT	Did crash occur in a Work Zone? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N  If YES check one below: <input type="checkbox"/> Construction <input type="checkbox"/> Maintenance <input type="checkbox"/> Utility <input type="checkbox"/> Unknown work zone type
	1	<input checked="" type="checkbox"/>	11	1	PROPERTY OWNER ADDRESS	CITY STATE ZIP	PRIMARY <b>02</b>	<b>20</b>	
	2	<input type="checkbox"/>			ARREST NAME <b>ESPINOZA, MARIA</b>	SECTION <b>11-904</b> CITATION NO. <b>276503</b>	SECONDARY <b>28</b>		
UNIT 2	1	<input checked="" type="checkbox"/>	11	1	ARREST NAME	SECTION CITATION NO.	DATE POLICE NOTIFIED <b>1/9/2018</b>	TIME NOTIFIED <b>4:00</b> <input type="checkbox"/> AM <input checked="" type="checkbox"/> PM	Workers present? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N
	2	<input type="checkbox"/>			OFFICER ID. <b>954</b>	SIGNATURE <b>Isaiah Williamson</b>	COURT DATE <b>2/13/2018</b>	COURT TIME <b>9:00</b> <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM	
	3	<input type="checkbox"/>			BEAT / DIST. <b>3/33</b>	SUPERVISOR ID. <b>Mindy Vaughn, 852</b>			

**X001037246**

A **Diagram** and **Narrative** are required on all **Type B** crashes, even if units have been moved prior to the officer's arrival.

**COMMERCIAL MOTOR VEHICLE (CMV)**

IF MORE THAN ONE CMV IS INVOLVED, USE SR 1050A ADDITIONAL UNITS FORMS.

A CMV is defined as any motor vehicle used to transport passengers or property and:  
1. Has a weight rating of more than 10,000 pounds (example: truck or truck/trailer combination); or  
2. Is used or designed to transport more than 15 passengers, including the driver (example: shuttle or charter bus); or  
3. Is designed to carry 15 or fewer passengers and operated by a contract carrier transporting employees in the course of their employment (example: employee transporter - usually a van-type vehicle or passenger car); or  
4. Is used or designed to transport between 9 and 15 passengers, including the driver, for direct compensation (example: large van used for specific purpose); or  
5. Is any vehicle used to transport any hazardous material (HAZMAT) that requires placarding (example: placards will be displayed on the vehicle).

UNIT \_\_\_\_\_  
CARRIER NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_

USDOT NO. \_\_\_\_\_ ILLCC NO. \_\_\_\_\_

Source of above info.  Side of Truck  Papers  Driver  Log Book

Gross Vehicle Weight Rating (GVWR). \_\_\_\_\_

Were HAZMAT placards displayed on the vehicle ?  Y  N

If yes, name on placard \_\_\_\_\_

4-Digit UN no. \_\_\_\_\_ 1-digit Hazard Class no. \_\_\_\_\_

Did HAZMAT Spill from the vehicle (do not consider fuel from the vehicle's own tank) ?  Y  N  UNK

Did HAZMAT Regulations violation contribute to the crash ?  Y  N  UNK

Did Motor Carrier Safety Regulations (MCS) violation contribute to the crash ?  Y  N  UNK

Was a Driver/Vehicle Examination Report form completed ?  
HAZMAT  Y  N  UNK Out of Service ?  Y  N  
MCS  Y  N  UNK Out of Service ?  Y  N  
Form No. \_\_\_\_\_

IDOT PERMIT NO. \_\_\_\_\_ WIDE LOAD ?  Y  N

TRAILER WIDTH(S): 0-96" 97-102" >102"  
TRAILER 1     
TRAILER 2     
TRAILER LENGTH(S): 1 \_\_\_\_\_ ft TRAILER 2 \_\_\_\_\_ ft  
TOTAL VEHICLE LENGTH \_\_\_\_\_ ft NO. OF AXLES \_\_\_\_\_

CRASH LOCATION:  CITY OF OR  NEAREST CITY  
\_\_\_\_\_ MILES N E S W OR \_\_\_\_\_  
CIRCLE ONE CITY NAME

SELECT CODES FROM BACK COVER OF CRASH BOOKLET:  
VEHICLE CONFIGURATION \_\_\_\_\_  
CARGO BODY TYPE \_\_\_\_\_ LOAD TYPE \_\_\_\_\_

NARRATIVE (Refer to vehicle by Unit No.)  
Unit 1 driver stated she was at Beaufort to merge onto Uptown Circle. She stated she looked for oncoming traffic in the one way, and proceeded to merge into the roundabout. Unit 1 driver said she didn't see Unit 2 as she was starting to merge.  
Unit 2 had entered the roundabout from North Street and was proceeding around the circle.  
Unit 1's front driverside tire struck Unit 2's front passenger side headlight/fender area.  
Unit 1 was cited for failure to yield, due to the yield sign before entering the roundabout.

LOCAL USE ONLY  
Motorist 1 Report No: **20150344570** N **40.5091**  
Motorist 2 Report No: **20150344571** W **-88.9846**  
U1 Color: **Bronze** U2 Color: **Silver, Aluminum** U1 Race: **H** U2 Race: **W**  
U1 Towed by / to : U2 Towed by / to :

Elan

Admin  
1142

FL65012

January 2018 Statement

Open Date: 12/28/2017 Closing Date: 01/25/2018

Page 1 of 3

Account: [REDACTED] 1142

Visa® Platinum Business Rewards Card

TOWN OF NORMAL

CARD MEMBER [REDACTED]

Cardmember Service  
BUS 30 ELN

1-866-552-8855  
18

New Balance	\$0.00
Minimum Payment Due	\$0.00
Payment Due Date	02/23/2018

Activity Summary	
Previous Balance	\$0.00
Payments	\$0.00
Other Credits	\$0.00
Purchases	+ \$534.65
Balance Transfers	\$0.00
Advances	\$0.00
Other Debits	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
<b>New Balance</b>	<b>= \$0.00</b>
<b>Past Due</b>	<b>\$0.00</b>
<b>Minimum Payment Due</b>	<b>\$0.00</b>
Credit Line	\$5,000.00
Available Credit	\$5,000.00
Days in Billing Period	29

Payment Options:



Mail payment coupon  
with a check



Pay online at  
myaccountaccess.com



Pay by phone  
1-866-552-8855

This is not a bill, do not remit payment.

CPN 000035131

Elan

THIS IS NOT A BILL.

24-Hour Cardmember Service: 1-866-552-8855

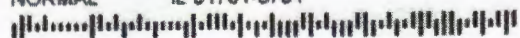
- to pay by phone
- to change your address

This memo statement only reflects the current activity on your account. An invoice has been sent to the applicable central billing account for the company.

Thank you.

000010753 01 MB 0.424 000638780458223 P Y

TOWN OF NORMAL  
CARD MEMBER  
11 UPTOWN CIR  
NORMAL IL 61761-8701



### What To Do If You Think You Find A Mistake On Your Statement

If you think there is an error on your statement, please call us at the telephone number on the front of this statement, or write to us at Cardmember Service, P.O. Box 6335, Fargo, ND 58125-6335.

In your letter or call, give us the following information:

- ▶ Account information: Your name and account number.
- ▶ Dollar amount: The dollar amount of the suspected error.
- ▶ Description of Problem: If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake. You must contact us within 60 days after the error appeared on your statement. While we investigate whether or not there has been an error, the following are true:
  - ▶ We cannot try to collect the amount in question, or report you as delinquent on that amount.
  - ▶ The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
  - ▶ While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
  - ▶ We can apply any unpaid amount against your credit limit.

### Your Rights If You Are Dissatisfied With Your Credit Card Purchases

If you are dissatisfied with the goods or services that you have purchased with your credit card, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase.

To use this right, all of the following must be true:

1. The purchase must have been made in your home state or within 100 miles of your current mailing address, and the purchase price must have been more than \$50. (Note: Neither of these are necessary if your purchase was based on an advertisement we mailed to you, or if we own the company that sold you the goods or services.)
2. You must have used your credit card for the purchase. Purchases made with cash advances from an ATM or with a check that accesses your credit card account do not qualify.
3. You must not yet have fully paid for the purchase.

If all of the criteria above are met and you are still dissatisfied with the purchase, contact us in writing at: Cardmember Service, P.O. Box 6335, Fargo, ND 58125-6335. While we investigate, the same rules apply to the disputed amount as discussed above. After we finish our investigation, we will tell you our decision. At that point, if we think you owe an amount and you do not pay we may report you as delinquent.

### Important Information Regarding Your Account

**1. INTEREST CHARGE:** Method of Computing Balance Subject to Interest Rate. We calculate the periodic rate or interest portion of the **INTEREST CHARGE** by multiplying the applicable Daily Periodic Rate ("DPR") by the Average Daily Balance ("ADB") (including new transactions) of the Purchase, Advance and Balance Transfer categories subject to interest, and then adding together the resulting interest from each category. We determine the **ADB** separately for the Purchases, Advances and Balance Transfer categories. To get the **ADB** in each category, we add together the daily balances in those categories for the billing cycle and divide the result by the number of days in the billing cycle. We determine the daily balances each day by taking the beginning balance of those Account categories (including any billed but unpaid interest, fees, credit insurance and other charges), adding any new interest, fees, and charges, and subtracting any payments or credits applied against your Account balances that day. We add a Purchase, Advance or Balance Transfer to the appropriate balances for those categories on the later of the transaction date or the first day of the statement period. Billed but unpaid interest on Purchases, Advances and Balance Transfers is added to the appropriate balances for those categories each month on the statement date. Billed but unpaid Advance Transaction Fees are added to the Advance balance of your Account on the date they are charged to your Account. Any billed but unpaid fees on Purchases, credit insurance charges, and other charges are added to the Purchase balance of the Account on the date they are charged to the Account. Billed but unpaid fees on Balance Transfers are added to the Balance Transfer balance of the Account on the date they are charged to the Account. In other words, billed and unpaid interest, fees, and charges will be included in the **ADB** of your Account that accrues interest and will reduce the amount of credit available to you. To the extent credit insurance charges, overlimit fees, Annual Fees, and/or Travel Membership Fees may be applied to your Account, such charges and/or fees are not included in the **ADB** calculation for Purchases until the first day of the billing cycle following the date the credit insurance charges, overlimit fees, Annual Fees and/or Travel Membership Fees (as applicable) are charged to the Account. Prior statement balances subject to an interest-free period that have been paid on or before the payment due date in the current billing cycle are not included in the **ADB** calculation.

**2. Payment Information:** You must pay us in U.S. Dollars with checks or similar payment instruments drawn on a financial institution located in the United States. We will also accept payment in U.S. Dollars via the Internet or phone or previously established automatic payment transaction. We may, at our option, choose to accept a payment drawn on a foreign financial institution. However, you will be charged and agree to pay any collection fees required in connection with such a transaction. The date you mail a payment is different than the date we receive that payment. The payment date is the day we receive your check or money order at Cardmember Service, P.O. Box 790408, St. Louis, MO 63179-0408 or the day we receive your electronic or phone payment. All payments by check or money order accompanied by a payment coupon and received at this payment address will be credited to your Account on the day of receipt if received by 5:00 p.m. CT on any banking day. Mailed payments that do not include the payment coupon and/or are mailed to a different address will be processed within 5 banking days of receipt and credited to your Account on the day of receipt. In addition, if you mail your payment without a payment coupon or to an incorrect address, it may result in a delayed credit to your Account, additional **INTEREST CHARGES**, fees, and possible suspension of your Account. Internet and telephone payment options are available, and crediting times vary (but generally must be made before 5:00 p.m. CT to 8 p.m. CT depending on what day and how the payment is made). If you are making an internet or telephone payment, please contact Cardmember Service for times specific to your Account and your payment option. Banking days are all calendar days except Saturday, Sunday and federal holidays. Payments due on a Saturday, Sunday or federal holiday and received on those days will be credited on the day of receipt. There is no prepayment penalty if you pay your balance at any time prior to your payment due date.

**3. Credit Reporting:** We may report information on your Account to Credit Bureaus. Late payments, missed payments or other defaults on your Account may be reflected in your credit report.

*Admin 1142*

*F 650000  
65012*

January 2018 Statement 12/28/2017 - 01/25/2018

TOWN OF NORMAL  
CARD MEMBER ( )

Cardmember Service ☎ 1-866-552-8855

**Important Messages**

**Paying Interest:** You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

**IMPORTANT INFORMATION ABOUT YOUR ACCOUNT TERMS.** Please read this notice and keep with your records. Effective January 15, 2018, the 11th sentence of the "INTEREST CHARGE; Method of Computing Balance Subject to Interest Rate" section of your Cardmember Agreement is clarified to read as follows:

To the extent credit insurance charges, overlimit fees, Annual Fees, and/or Travel Membership Fees may be applied to your Account, such charges and/or fees are not included in the ADB calculation for Purchases until the first day of the billing cycle following the date the credit insurance charges, overlimit fees, Annual Fees and/or Travel Membership Fees (as applicable) are charged to the Account

**IMPORTANT NOTICE** regarding a change to cash back reward redemption options. You will only be able to redeem rewards points for statement credits or use the rewards redemption website for merchandise and gift cards. Redemption credit into a deposit account has been deactivated. Full program rules can be reviewed at myaccountaccess.com, select Rewards then Next to get to the rewards Center.

**REAL-TIME REWARDS** redemption feature added! Real-Time Rewards lets you instantly redeem your points from your mobile phone for the purchase of your choice via a statement credit. It only takes a few quick steps online to get started, and you'll be redeeming your rewards anytime from the convenience of your phone. Visit myaccountaccess.com, select "Rewards" then "Next" to get to the Rewards Center to enroll.

Transactions		<i>001-1010-413.35-10</i>		<i>Spent</i>	<i>\$71.23</i>
Purchases and Other Debits		<i>001-1010-413.30.35</i>			<i>\$463.42</i>
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
01/12	01/11	8025	LEVELUP*POTBELLY503462 855-466-5585 MA	\$212.46	✓
01/17	01/16	0556	BIAGGI S BLOOMINGTON IL	\$250.96	✓
01/25	01/24	2614	WILSONS FLORAL & GIFTS 8778877815 IL	\$71.23	✓
<b>TOTAL THIS PERIOD</b>				<b>\$534.65</b>	

2018 Totals Year-to-Date	
Total Fees Charged in 2018	\$0.00
Total Interest Charged in 2018	\$0.00

**Company Approval** *(This area for use by your company)*

Signature/Approval: \_\_\_\_\_ Accounting Code: \_\_\_\_\_



TOWN OF NORMAL  
CARD MEMBER ( [REDACTED] )

Cardmember Service ☎ 1-866-552-8855

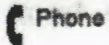
## Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

\*\*APR for current and future transactions.

Balance Type	Balance By Type	Balance Subject to Interest Rate	Variable	Interest Charge	Annual Percentage Rate	Expires with Statement
**BALANCE TRANSFER	\$0.00	\$0.00	YES	\$0.00	0.00%	
**PURCHASES	\$0.00	\$0.00	YES	\$0.00	0.00%	
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	0.00%	

## Contact Us



**Phone**  
Voice: 1-866-552-8855  
TDD: 1-888-352-6455  
Fax: 1-866-807-9053



**Questions**  
Cardmember Service  
P.O. Box 6353  
Fargo, ND 58125-6353



**Mail payment coupon with a check**  
Cardmember Service  
P.O. Box 790408  
St. Louis, MO 63179-0408



**Online**  
[myaccountaccess.com](http://myaccountaccess.com)

**Sandy Fedden**

**From:** Potbelly Web <potbelly@thelevelup.com>  
**Sent:** Thursday, January 11, 2018 4:19 PM  
**To:** Sandy Fedden  
**Subject:** \$212.46 order @ Potbelly



Order ID 32238

## Potbelly

609 S. Main Street, Normal, IL 61761

(309) 862-4850

Est. Delivery Time	Order ID
1/16/18 - 5:00pm	32238

**Delivery Address**

11 Uptown Circle, 3rd Floor, Normal, IL 61761

Perfect Belly (Originals) **\$85.50**

Regular, Mesquite BBQ, Garden Salsa, Baked Lays, Oatmeal  
Chocolate Chip Cookie, Vegetarian, Roast Beef, Smoked Ham,  
Turkey Breast, Originals

Chicken Pot Pie Soup for a Group **\$39.00**

Garden Vegetable Soup for a Group **\$36.50**

**Subtotal \$161.00**

Tax **\$17.31**

Tip **\$24.15**

Delivery **\$10.00**

**Total \$212.46**

Card ending in *1142 billed	<b>\$212.46</b>
-----------------------------	-----------------

*dinner meeting  
(Bush-Farnsworth)*

**Questions about your order?**

# Catering Order

Angie  
 Town Of Normal  
 11 Octoon Circle  
 Bloomington, IL 61704  
 (309) 454-9509

Promise Time: 4:30 PM

**Order Notes:**

on

Elaggi's  
 ristorante Italiano  
 1501 N. Veterans Parkway  
 Bloomington, IL 61704  
 309-661-8322

*Executive Session*

Server: ATJ  
 Server: To-Go  
 Angie/1  
 meals: 1  
 Area: Catering

1/2 Pan 20.00  
 1/2 Pan Bolognese 65.00  
 1/2 Pan Chicken Para 80.00  
 Catering Tiramisu (3 Tiramisu) 9.00  
 \* 3.00 per Tiramisu (MAN WT)  
 Catering Chocolate Cake (4 Cioccol) 12.00  
 \* 3.00 per Cioccolat (MAN WT)  
 Catering Lemon Tower Cake (3 Lemon) 9.00  
 \* 3.00 per Lemon Cake (MAN WT)  
 Delivery Fee 10.00

Subtotal 205.00  
 Tax 20.96

Total 225.96

**Balance Due 225.96**

Give the Gift of Great Taste  
 With Elaggi's Gift Cards  
 WWW.ELAGGIS.COM

Elaggi's  
 Ristorante Italiano  
 1501 N. Veterans Parkway  
 Bloomington, IL 61704  
 309-661-8322

Server: To-Go  
 04:20 PM  
 Angie/1

JO#: 01/16/2013  
 01/16/2013  
 1/110001

SALE

3145797  
 309-661-8322  
 Card Entry Method: /

Approval: 316101

Amount: \$225.96  
 + Tip: \_\_\_\_\_  
 = Total: \_\_\_\_\_

I agree to pay the above  
 total amount according to the  
 card issuer agreement.

*250.96*

\*\* CUSTOMER COPY \*\*

Elan<sup>®</sup>

3837

FL65013

January 2018 Statement

Page 1 of 3

Open Date: 12/28/2017 Closing Date: 01/25/2018

Account: [REDACTED] 3837



Visa<sup>®</sup> Platinum Business Rewards Card

Cardmember Service  
BUS 30 ELN

1-866-552-8855  
18

TOWN OF NORMAL

MARK PETERSON [REDACTED]

New Balance	\$0.00
Minimum Payment Due	\$0.00
Payment Due Date	02/23/2018

Activity Summary

Previous Balance	\$0.00
Payments	\$0.00
Other Credits	\$0.00
Purchases	\$183.42
Balance Transfers	\$0.00
Advances	\$0.00
Other Debits	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00

New Balance	\$0.00
Past Due	\$0.00
Minimum Payment Due	\$0.00
Credit Line	\$5,000.00
Available Credit	\$5,000.00
Days in Billing Period	29

Payment Options:



Mail payment coupon with a check



Pay online at myaccountaccess.com



Pay by phone 1-866-552-8855

This is not a bill, do not remit payment.

CPN 000035131

Elan<sup>®</sup>

THIS IS NOT A BILL.

24-Hour Cardmember Service: 1-866-552-8855

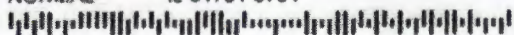
- to pay by phone
- to change your address

This memo statement only reflects the current activity on your account. An invoice has been sent to the applicable central billing account for the company.

Thank you.

000010781 01 MB 0 424 000638780458231 P Y

TOWN OF NORMAL  
MARK PETERSON  
11 UPTOWN CIR  
NORMAL IL 61781-8701



### What To Do If You Think You Find A Mistake On Your Statement

If you think there is an error on your statement, please call us at the telephone number on the front of this statement, or write to us at:

Cardmember Service, P.O. Box 6335, Fargo, ND 58125-6335.

In your letter or call, give us the following information:

- ▶ Account information: Your name and account number.
- ▶ Dollar amount: The dollar amount of the suspected error.
- ▶ Description of Problem: If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake. You must contact us within 60 days after the error appeared on your statement. While we investigate whether or not there has been an error, the following are true:
  - ▶ We cannot try to collect the amount in question, or report you as delinquent on that amount.
  - ▶ The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
  - ▶ While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
  - ▶ We can apply any unpaid amount against your credit limit.

### Your Rights If You Are Dissatisfied With Your Credit Card Purchases

If you are dissatisfied with the goods or services that you have purchased with your credit card, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase.

To use this right, all of the following must be true:

1. The purchase must have been made in your home state or within 100 miles of your current mailing address, and the purchase price must have been more than \$50. (Note: Neither of these are necessary if your purchase was based on an advertisement we mailed to you, or if we own the company that sold you the goods or services.)
2. You must have used your credit card for the purchase. Purchases made with cash advances from an ATM or with a check that accesses your credit card account do not qualify.
3. You must not yet have fully paid for the purchase.

If all of the criteria above are met and you are still dissatisfied with the purchase, contact us in writing at: Cardmember Service, P.O. Box 6335, Fargo, ND 58125-6335. While we investigate, the same rules apply to the disputed amount as discussed above. After we finish our investigation, we will tell you our decision. At that point, if we think you owe an amount and you do not pay we may report you as delinquent.

### Important Information Regarding Your Account

**1. INTEREST CHARGE:** Method of Computing Balance Subject to Interest Rate: We calculate the periodic rate or interest portion of the **INTEREST CHARGE** by multiplying the applicable Daily Periodic Rate ("DPR") by the Average Daily Balance ("ADB") (including new transactions) of the Purchase, Advance and Balance Transfer categories subject to interest, and then adding together the resulting interest from each category. We determine the **ADB** separately for the Purchases, Advances and Balance Transfer categories. To get the **ADB** in each category, we add together the daily balances in those categories for the billing cycle and divide the result by the number of days in the billing cycle. We determine the daily balances each day by taking the beginning balance of those Account categories (including any billed but unpaid interest, fees, credit insurance and other charges), adding any new interest, fees, and charges, and subtracting any payments or credits applied against your Account balances that day. We add a Purchase, Advance or Balance Transfer to the appropriate balances for those categories on the later of the transaction date or the first day of the statement period. Billed but unpaid interest on Purchases, Advances and Balance Transfers is added to the appropriate balances for those categories each month on the statement date. Billed but unpaid Advance Transaction Fees are added to the Advance balance of your Account on the date they are charged to your Account. Any billed but unpaid fees on Purchases, credit insurance charges, and other charges are added to the Purchase balance of the Account on the date they are charged to the Account. Billed but unpaid fees on Balance Transfers are added to the Balance Transfer balance of the Account on the date they are charged to the Account. In other words, billed and unpaid interest, fees, and charges will be included in the **ADB** of your Account that accrues interest and will reduce the amount of credit available to you. To the extent credit insurance charges, overlimit fees, Annual Fees, and/or Travel Membership Fees may be applied to your Account, such charges and/or fees are not included in the **ADB** calculation for Purchases until the first day of the billing cycle following the date the credit insurance charges, overlimit fees, Annual Fees and/or Travel Membership Fees (as applicable) are charged to the Account. Prior statement balances subject to an interest-free period that have been paid on or before the payment due date in the current billing cycle are not included in the **ADB** calculation.

**2. Payment Information:** You must pay us in U.S. Dollars with checks or similar payment instruments drawn on a financial institution located in the United States. We will also accept payment in U.S. Dollars via the Internet or phone or previously established automatic payment transaction. We may, at our option, choose to accept a payment drawn on a foreign financial institution. However, you will be charged and agree to pay any collection fees required in connection with such a transaction. The date you mail a payment is different than the date we receive that payment. The payment date is the day we receive your check or money order at Cardmember Service, P.O. Box 790408, St. Louis, MO 63179-0408 or the day we receive your electronic or phone payment. All payments by check or money order accompanied by a payment coupon and received at this payment address will be credited to your Account on the day of receipt if received by 5:00 p.m. CT on any banking day. Mailed payments that do not include the payment coupon and/or are mailed to a different address will be processed within 5 banking days of receipt and credited to your Account on the day of receipt. In addition, if you mail your payment without a payment coupon or to an incorrect address, it may result in a delayed credit to your Account, additional **INTEREST CHARGES**, fees, and possible suspension of your Account. Internet and telephone payment options are available, and crediting times vary (but generally must be made before 5:00 p.m. CT to 8 p.m. CT depending on what day and how the payment is made). If you are making an internet or telephone payment, please contact Cardmember Service for times specific to your Account and your payment option. Banking days are all calendar days except Saturday, Sunday and federal holidays. Payments due on a Saturday, Sunday or federal holiday and received on those days will be credited on the day of receipt. There is no prepayment penalty if you pay your balance at any time prior to your payment due date.

**3. Credit Reporting:** We may report information on your Account to Credit Bureaus. Late payments, missed payments or other defaults on your Account may be reflected in your credit report.

Elan

3837  
Peterson

F45013

January 2018 Statement 12/28/2017 - 01/25/2018

Page 2 of 3

TOWN OF NORMAL  
MARK PETERSON (REDACTED)

Cardmember Service ( 1-866-552-8855

Important Messages

Paying Interest: You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

IMPORTANT INFORMATION ABOUT YOUR ACCOUNT TERMS. Please read this notice and keep with your records. Effective January 15, 2018, the 11th sentence of the "INTEREST CHARGE; Method of Computing Balance Subject to Interest Rate" section of your Cardmember Agreement is clarified to read as follows:

To the extent credit insurance charges, overlimit fees, Annual Fees, and/or Travel Membership Fees may be applied to your Account, such charges and/or fees are not included in the ADB calculation for Purchases until the first day of the billing cycle following the date the credit insurance charges, overlimit fees, Annual Fees and/or Travel Membership Fees (as applicable) are charged to the Account

IMPORTANT NOTICE regarding a change to cash back reward redemption options. You will only be able to redeem rewards points for statement credits or use the rewards redemption website for merchandise and gift cards. Redemption credit into a deposit account has been deactivated. Full program rules can be reviewed at myaccountaccess.com, select Rewards then Next to get to the rewards Center.

REAL-TIME REWARDS redemption feature added! Real-Time Rewards lets you instantly redeem your points from your mobile phone for the purchase of your choice via a statement credit. It only takes a few quick steps online to get started, and you'll be redeeming your rewards anytime from the convenience of your phone. Visit myaccountaccess.com, select "Rewards" then "Next" to get to the Rewards Center to enroll.

Transactions

001-1010-413, 30-35

Purchases and Other Debits

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
12/29	12/27	8509	SUBWAY 04556858 NORMAL IL	\$7.41	
01/02	12/28	4593	Maggie Miley's Normal IL	\$32.23	
01/10	01/09	2381	DETIHL NORMAL IL	\$94.53	
01/11	01/10	4323	DETIHL BREWERY NORMAL IL	\$25.20	
01/25	01/24	7063	THE ROCK RESTAURANT NORMAL IL	\$24.05	
<b>TOTAL THIS PERIOD</b>				<b>\$183.42</b>	

2018 Totals Year-to-Date

Total Fees Charged in 2018	\$0.00
Total Interest Charged in 2018	\$0.00

Company Approval

(This area for use by your company)

Signature/Approval: \_\_\_\_\_

Accounting Code: \_\_\_\_\_





## Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

\*\*APR for current and future transactions.

Balance Type	Balance By Type	Balance Subject to Interest Rate	Variable	Interest Charge	Annual Percentage Rate	Expires with Statement
**BALANCE TRANSFER	\$0.00	\$0.00	YES	\$0.00	0.00%	
**PURCHASES	\$0.00	\$0.00	YES	\$0.00	0.00%	
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	0.00%	

## Contact Us

<p> <b>Phone</b></p> <p>Voice: 1-866-552-8855 TDD: 1-866-352-6455 Fax: 1-866-807-8053</p>	<p> <b>Questions</b></p> <p>Cardmember Service P.O. Box 6353 Fargo, ND 58125-6353</p>	<p> <b>Mail payment coupon with a check</b></p> <p>Cardmember Service P.O. Box 790408 St. Louis, MO 63179-0408</p>	<p> <b>Online</b></p> <p><a href="http://myaccountaccess.com">myaccountaccess.com</a></p>
--	--	---	--

Server: Mark  
 12:25 PM  
 Table 99/1

DOB: 01/10/2018  
 01/10/2018  
 7/20023

SALT

711A 209/164  
 Card #XXXXXXXXXXXX3837  
 Magnetic card present: PETERSON MARK  
 Card Entry Method: S

card no: 210152

Amount: \$25.20

\* Tip:

= Total: 25.20

I agree to pay the above total amount according to the card issuer agreement.

X

\*\*\*CUSTOMER COPY\*\*\*

Maggie's Millie's  
 MAGGIE REILLY'S IRISH PUB  
 126 E. Beaufort Street  
 Normal, IL 61761

TYPE: PRE AUTHORIZATION

Date: 28 Dec 2017 13:17:42  
 TableTransId: 11110229  
 TransId: 11178955  
 Server: Julia J  
 Table: 30th  
 Seats: 1  
 Terminal: pos6

Account: VISA  
 Acct #: 40XXXXXXXXXXXX3837  
 Auth #: 316271  
 Ref #: 1793411455 355 MAN

AMOUNT \$ 27.23  
 TIP \$ 5.00  
 TOTAL \$ 32.23

SIGNATURE:



# The Rock Restaurant

203W NorthSt Normal, IL 61761 ph:3094514976

**DINE IN** 7  
 Wednesday, January 24th, 2018 11:33am  
**INSTORE**

(1) Grilled Chicken \$5.99  
 (0) Extra Lettuce \$0.00  
 (0) Extra Pickle \$0.00  
 (1) SPECIAL \$3.49  
 (1) Plain \$0.00  
 (0) Extra Tomatoes \$0.00

(1) Rock Salad \$9.99

(1) 16oz Fountain Drink \$2.25

Your Server: Casey Havenor

SUBTOTAL \$21.72  
 SAVINGS (\$0.00)  
 TAX \$2.33  
 TIP \$0.00  
 GRAND TOTAL \$24.05  
 CREDIT AUTHORIZED Visa 3837 (\$24.05)



319 N. Touhy Ave  
Normal, IL 61761  
309-862-BEER

Server: Lindsey DOB: 01/09/2018  
12:35 PM 01/09/2018  
Table 81/1 3/30002

SALE

VISA 2097156  
Card #XXXXXX3837  
Magnetic card present: PETERSON MARK  
Card Entry Method: S

Approval: 219053

Amount: \$74.53

+ Tip: 20.00

= Total: 94.53

I agree to pay the above  
total amount according to the  
card issuer agreement.

X \_\_\_\_\_

Subway#55685-0 Phone 3092689800

11 Uptown Circle  
Suite 100, IL, 61761

Served by: shana 12/27/2017 12:01:44 pm  
Term ID-Trans# 1/A-395035

Qty	Size	Item	Price
1	6"	Tuna Sub	4.19
1		-Fresh Value Meal (21-1)	2.50
		-21oz Fountain Drink	
		-Chips	

Sub Total	6.69
General Sales Tax (10.75%)	0.72
Total (Eat In)	7.41
Credit Card	7.41
Change	0.00

Place Your Next Order Online  
[order.subway.com](http://order.subway.com)  
For this location enter Zip Code 61761

Download the Subway App- [app.subway.com](http://app.subway.com)  
Password: ordernow

Approval No: 217210  
Reference No: 736118623850  
Card Issuer: Visa  
Account No: \*\*\*\*\*3837  
Acquired: Contact EMV

Amount: \$7.41  
Application: Visa Credit  
AID: A0000000031010  
TVR: 8080008000  
TSI: 6800

Date/Time: 12/27/2017 12:01:38 PM

Elan

Admin  
1134

FL5007

January 2018 Statement

Open Date: 12/28/2017 Closing Date: 01/25/2018

Page 1 of 3

Account: [REDACTED] 1134

Visa® Platinum Business Rewards Card

Cardmember Service  
BUS 30 ELN

1-866-552-8855  
16

TOWN OF NORMAL

CARD MEMBER ([REDACTED])

New Balance	\$0.00
Minimum Payment Due	\$0.00
Payment Due Date	02/23/2018

Previous Balance	\$0.00
Payments	\$0.00
Other Credits	\$0.00
Purchases	+ \$668.15
Balance Transfers	\$0.00
Advances	\$0.00
Other Debits	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
<b>New Balance</b>	<b>\$0.00</b>
Past Due	\$0.00
Minimum Payment Due	\$0.00
Credit Line	\$2,500.00
Available Credit	\$2,500.00
Days in Billing Period	29

Payment Options:



Mail payment coupon  
with a check



Pay online at  
myaccountaccess.com



Pay by phone  
1-866-552-8855

*This is not a bill, do not remit payment.*

CPN 000035131

Elan

**THIS IS NOT A BILL.**

24-Hour Cardmember Service: 1-866-552-8855

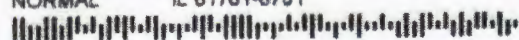
- to pay by phone
- to change your address

This memo statement only reflects the current activity on your account. An invoice has been sent to the applicable central billing account for the company.

Thank you.

000010752 01 MB 0 424 000638780458222 P Y

TOWN OF NORMAL  
CARD MEMBER  
11 UPTOWN CIR  
NORMAL IL 61761-8701



### What To Do If You Think You Find A Mistake On Your Statement

If you think there is an error on your statement, please call us at the telephone number on the front of this statement, or write to us at: Cardmember Service, P.O. Box 6335, Fargo, ND 58125-6335.

In your letter or call, give us the following information:

- ▶ Account information. Your name and account number.
- ▶ Dollar amount. The dollar amount of the suspected error.
- ▶ Description of Problem. If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake. You must contact us within 60 days after the error appeared on your statement. While we investigate whether or not there has been an error, the following are true:
  - ▶ We cannot try to collect the amount in question, or report you as delinquent on that amount.
  - ▶ The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
  - ▶ While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
  - ▶ We can apply any unpaid amount against your credit limit.

### Your Rights If You Are Dissatisfied With Your Credit Card Purchases

If you are dissatisfied with the goods or services that you have purchased with your credit card, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase.

To use this right, all of the following must be true:

1. The purchase must have been made in your home state or within 100 miles of your current mailing address, and the purchase price must have been more than \$50. (Note: Neither of these are necessary if your purchase was based on an advertisement we mailed to you, or if we own the company that sold you the goods or services.)
2. You must have used your credit card for the purchase. Purchases made with cash advances from an ATM or with a check that accesses your credit card account do not qualify.
3. You must not yet have fully paid for the purchase.

If all of the criteria above are met and you are still dissatisfied with the purchase, contact us in writing at: Cardmember Service, P.O. Box 6335, Fargo, ND 58125-6335. While we investigate, the same rules apply to the disputed amount as discussed above. After we finish our investigation, we will tell you our decision. At that point, if we think you owe an amount and you do not pay we may report you as delinquent.

### Important Information Regarding Your Account

**1. INTEREST CHARGE:** Method of Computing Balance Subject to Interest Rate. We calculate the periodic rate or interest portion of the **INTEREST CHARGE** by multiplying the applicable Daily Periodic Rate ("DPR") by the Average Daily Balance ("ADB") (including new transactions) of the Purchase, Advance and Balance Transfer categories subject to interest, and then adding together the resulting interest from each category. We determine the **ADB** separately for the Purchases, Advances and Balance Transfer categories. To get the **ADB** in each category, we add together the daily balances in those categories for the billing cycle and divide the result by the number of days in the billing cycle. We determine the daily balances each day by taking the beginning balance of those Account categories (including any billed but unpaid interest, fees, credit insurance and other charges), adding any new interest, fees, and charges, and subtracting any payments or credits applied against your Account balances that day. We add a Purchase, Advance or Balance Transfer to the appropriate balances for those categories on the later of the transaction date or the first day of the statement period. Billed but unpaid interest on Purchases, Advances and Balance Transfers is added to the appropriate balances for those categories each month on the statement date. Billed but unpaid Advance Transaction Fees are added to the Advance balance of your Account on the date they are charged to your Account. Any billed but unpaid fees on Purchases, credit insurance charges, and other charges are added to the Purchase balance of the Account on the date they are charged to the Account. Billed but unpaid fees on Balance Transfers are added to the Balance Transfer balance of the Account on the date they are charged to the Account. In other words, billed and unpaid interest, fees, and charges will be included in the **ADB** of your Account that accrues interest and will reduce the amount of credit available to you. To the extent credit insurance charges, overlimit fees, Annual Fees, and/or Travel Membership Fees may be applied to your Account, such charges and/or fees are not included in the **ADB** calculation for Purchases until the first day of the billing cycle following the date the credit insurance charges, overlimit fees, Annual Fees and/or Travel Membership Fees (as applicable) are charged to the Account. Prior statement balances subject to an interest-free period that have been paid on or before the payment due date in the current billing cycle are not included in the **ADB** calculation.

**2. Payment Information:** You must pay us in U.S. Dollars with checks or similar payment instruments drawn on a financial institution located in the United States. We will also accept payment in U.S. Dollars via the Internet or phone or previously established automatic payment transaction. We may, at our option, choose to accept a payment drawn on a foreign financial institution. However, you will be charged and agree to pay any collection fees required in connection with such a transaction. The date you mail a payment is different than the date we receive that payment. The payment date is the day we receive your check or money order at Cardmember Service, P.O. Box 790408, St. Louis, MO 63179-0408 or the day we receive your electronic or phone payment. All payments by check or money order accompanied by a payment coupon and received at this payment address will be credited to your Account on the day of receipt if received by 5:00 p.m. CT on any banking day. Mailed payments that do not include the payment coupon and/or are mailed to a different address will be processed within 5 banking days of receipt and credited to your Account on the day of receipt. In addition, if you mail your payment without a payment coupon or to an incorrect address, it may result in a delayed credit to your Account, additional **INTEREST CHARGES**, fees, and possible suspension of your Account. Internet and telephone payment options are available, and crediting times vary (but generally must be made before 5:00 p.m. CT to 8 p.m. CT depending on what day and how the payment is made). If you are making an internet or telephone payment, please contact Cardmember Service for times specific to your Account and your payment option. Banking days are all calendar days except Saturday, Sunday and federal holidays. Payments due on a Saturday, Sunday or federal holiday and received on those days will be credited on the day of receipt. There is no prepayment penalty if you pay your balance at any time prior to your payment due date.

**3. Credit Reporting:** We may report information on your Account to Credit Bureaus. Late payments, missed payments or other defaults on your Account may be reflected in your credit report.

Elan

1134 Admin

F-65007

January 2018 Statement 12/28/2017 - 01/25/2018

Page 2 of 3

TOWN OF NORMAL

Cardmember Service

1-866-552-8855

Important Messages

Paying Interest: You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials.

IMPORTANT INFORMATION ABOUT YOUR ACCOUNT TERMS. Please read this notice and keep with your records. Effective January 15, 2018, the 11th sentence of the "INTEREST CHARGE; Method of Computing Balance Subject to Interest Rate" section of your Cardmember Agreement is clarified to read as follows:

To the extent credit insurance charges, overlimit fees, Annual Fees, and/or Travel Membership Fees may be applied to your Account, such charges and/or fees are not included in the ADB calculation for Purchases until the first day of the billing cycle following the date the credit insurance charges, overlimit fees, Annual Fees and/or Travel Membership Fees (as applicable) are charged to the Account

IMPORTANT NOTICE regarding a change to cash back reward redemption options. You will only be able to redeem rewards points for statement credits or use the rewards redemption website for merchandise and gift cards.

REAL-TIME REWARDS redemption feature added! Real-Time Rewards lets you instantly redeem your points from your mobile phone for the purchase of your choice via a statement credit.

Transactions

Purchases and Other Debits

Table with columns: Post Date, Trans Date, Ref #, Transaction Description, Amount, Notation. Includes handwritten notes like 'Kids party' and 'pd by separate check'.

2018 Totals Year-to-Date table showing Total Fees Charged in 2018 and Total Interest Charged in 2018, both at \$0.00.

Company Approval

(This area for use by your company)

Signature/Approval: \_\_\_\_\_

Accounting Code: \_\_\_\_\_

## Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

\*\*APR for current and future transactions.

Balance Type	Balance By Type	Balance Subject to Interest Rate	Variable	Interest Charge	Annual Percentage Rate	Expires with Statement
**BALANCE TRANSFER	\$0.00	\$0.00	YES	\$0.00	0.00%	
**PURCHASES	\$0.00	\$0.00	YES	\$0.00	0.00%	
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	0.00%	

## Contact Us

<p><b>☎ Phone</b></p> <p>Voice: 1-866-552-8855 TDD: 1-866-352-6455 Fax: 1-866-807-9053</p>	<p><b>? Questions</b></p> <p>Cardmember Service P.O. Box 6353 Fargo, ND 58125-8353</p>	<p><b>✉ Mail payment coupon with a check</b></p> <p>Cardmember Service P.O. Box 790408 St. Louis, MO 63179-0408</p>	<p><b>🖱 Online</b></p> <p><a href="http://myaccountaccess.com">myaccountaccess.com</a></p>
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## Sandy Fedden

---

**From:** Clare Dhom  
**Sent:** Friday, December 29, 2017 3:11 PM  
**To:** Sandy Fedden  
**Cc:** Shelly Hanover; Mindy Dance  
**Subject:** EAC Christmas Presents

Hello Sandy,

Below is the receipt for presents purchased for the Town of Normal EAC Christmas Party. I previously send you two receipts (one for the children's Individual gift certificates & one for the gift certificates awarded at the Normal Theater family movie event) This is the third and final receipt for the EAC this year!

Thank you,

Clare

### Clare Dhom

Office Associate

101 E. Beaufort St. • Normal, IL 61781

P: 309.433.3455

ChildrensDiscoveryMuseum.net



**From:** Cultrual Arts Staff [mailto:museum@normal.org]  
**Sent:** Friday, December 29, 2017 3:06 PM  
**To:** Clare Dhom <cdhom@normal.org>  
**Subject:** Cultural Arts, Normal IL

Thank you for your purchase or contribution to the Town of Normal Cultural Arts.

Your order information appears below.

Order #:	Date:
10095802	12/29/2017 3:04 PM
Item	Price
SKU010001250 Baby Ball cars 3 @ 5.99	\$17.97
SKU010001251 Baby Ball farm animals 2 @ 3.99	\$7.98
SKU010001249 Baby Ball Flower 3 @ 5.99	\$17.97
SKU010001252 Baby Ball pet animals 2 @ 3.99	\$7.98
SKU010001285 Dino Grabber	

12 @ 4.99		\$59.88
SKU010000993 Dino Water Snake		
7 @ 3.99		\$27.93
SKU010000945 Doctor Kit		
12 @ 4.99		\$59.88
SKU010000946 Floating Light Up Octopus		
3 @ 4.99		\$14.97
SKU010000325 Mini Wooden Car		
9 @ 4.99		\$44.91
SKU010001012 Peg Game		
12 @ 3.99		\$47.88
SKU010000996 Sea Life Water Snake		
7 @ 3.99		\$27.93
SKU010001288 Twinkle Toof		
12 @ 4.99		\$59.88
SKU010000991 U Fidget		
11 @ 3.99		\$43.89
Discounts		
Adjustable discount		(\$43.91)
	<b>Total</b>	<b>\$395.14</b>
	<b>Paid Visa (*****1134)</b>	<b>\$395.14</b>

Cultural Arts, Normal IL

[www.ChildrensDiscoveryMuseum.net](http://www.ChildrensDiscoveryMuseum.net) 309-433-3444

[www.NormalTheater.com](http://www.NormalTheater.com) 309-454-9722

Please retain this receipt for your records.

Subway#55685-0 Phone 3092689800  
11 Uptown Circle  
Suite 100, IL, 61761  
Served by: Kristi 1/18/2018 11:32:11 am  
Term ID-Trans# 1/A-398500

Qty	Size	Item	Price
1		36 Cookie Platter	14.97
1		12 Cookies	4.99
Sub Total			19.96
General Sales Tax (10.75%)			2.15
Total (Eat In)			22.11
Credit Card			22.11
Change			0.00

*Budget  
Work  
Session*

Place Your Next Order Online  
[order.subway.com](http://order.subway.com)  
For this location enter Zip Code 61761

Download the Subway App- [app.subway.com](http://app.subway.com)  
Password: ordernow

Approval No: 118123  
Reference No: 801817911180  
Card Issuer: Visa  
Account No: \*\*\*\*\*1134  
Acquired: Contact\_EMV  
Amount: \$22.11  
Application: Visa Credit  
AID: A0000000031010  
TVR: 8080008000  
TSI: 6800  
Date/Time: 1/18/2018 11:32:04 AM

CUSTOMER COPY

Host Order ID: 684-369-28314

for visiting Subway. Please let  
how we did today by taking our  
survey at [www.tellsubway.com](http://www.tellsubway.com)

Subway#55685-0 Phone 3092689800  
11 Uptown Circle  
Suite 100, IL, 61761  
Served by: Kristi 1/18/2018 11:32:35 am  
Term ID-Trans# 1/A-398501

Qty	Size	Item	Price
3		Subway Fresh Fit SndPit	102.00
2		ToppingsTray SndPit	20.00
Sub Total			122.00
General Sales Tax (10.75%)			13.12
Total (Eat In)			135.12
Catering Center			135.12
Change			0.00

*Budget  
Work  
Session*

Place Your Next Order Online  
[order.subway.com](http://order.subway.com)  
For this location enter Zip Code 61761

Download the Subway App- [app.subway.com](http://app.subway.com)  
Password: ordernow

Host Order ID: SPM20180118113235

Thanks for visiting Subway. Please let  
us know how we did today by taking our  
1 minute survey at [www.tellsubway.com](http://www.tellsubway.com)







**S & S PAINT & BODY, INC.**

2051 EAST IRELAND GROVE ROAD,  
BLOOMINGTON, IL 61704  
Phone: (309) 662-5241  
FAX: (309) 662-7045

Workfile ID: 60657b81  
Federal ID: 81-0881661

**Final Bill**

**RO Number: 18124**

Customer:	Insurance:	Adjuster:	Estimator:	Jon Staats
TOWN OF NORMAL		Phone:	Create Date:	1/12/2018
WARNER DR		Claim:		
NORMAL, IL 61761		Loss Date:		
(309) 454-9736		Deductible:		

2012 MITS I-MIEV ES 4D H/B Electric- Electric Silver

VIN: JA3215H18CU011467	Interior Color:	Mileage In: 2,935	Vehicle Out: 1/25/2018
License: 316	Exterior Color: Silver	Mileage Out:	
State: IL	Production Date: 11/2011	Condition:	Job #:

Line	Ver	Operation	Description	Qty	Extended Price \$	Part Type	Labor	Type	Paint
1	E01	Repair	O/H Bumper assy				2.5	Body	
2	S01	Remove/Replace	Front cover	1	669.70T	OEM	0.0	Body	2.5
3	E01		Add for Clear Coat						0.5
4	E01	Remove/Replace	RT signal lamp	1	92.37T	OEM	0.0	Body	
5	E01	Remove/Install	RT Headlamp				0.4	Body	
6	E01	Repair	RT Fender				2.5	Body	1.8
7	E01		Add for Clear Coat						0.4
8	E01	Remove/Install	RT Marker lamp				0.2	Body	
9	E01	Sublet	RT Vent glass	1	87.50	Other			
10	E01	Remove/Replace	Urethane kit	1	19.95T	Other			
11	E01	Remove/Install	RT Rocker molding				0.5	Body	
12	E01	Remove/Replace	RT Frt wheel	1	448.50T	OEM	0.3	Body	
13	E01	Remove/Replace	RT Frt center cap	1	15.47T	OEM	0.0	Body	
14	E01	Sublet	Four wheel alignment	1	68.75	Other			
15	E01	Sublet	Tire mount & wheel balance	1	23.13	Other			
16	E01	Sublet	Hazardous Waste	1	3.00T	Other			
17	E01		Cover Car	1	3.00T	Other			
18	E01		Corrosion protection primer						0.3
19	E01	Remove/Replace	Flex additive	1	5.00T	Other			
20	S01	Remove/Install	RT Cowf grille				0.3	Body	
21	S01	Repair	RT Apron				1.0	Body	
22	S01	Blend	RT Front door						1.0
23	S01	Remove/Install	RT Belt molding				0.3	Body	
24	S01	Remove/Install	RT Mirror				0.4	Body	

T = Taxable Item, RPD = Related Prior Damage, AA = Appearance Allowance, UPD = Unrelated Prior Damage, PDR = Paintless Dent Repair, A/M = Aftermarket, Rechr = Rechromed, Reman = Remanufactured, OEM = New Original Equipment Manufacturer, Recor = Re-cored, RECOND = Reconditioned, LKQ = Like Kind Quality or Usad, Diag = Diagnostic, Elec = Electrical, Mech = Mechanical, Ref = Refinish, Struc = Structural

**Final Bill**

**RO Number: 18124**

2012 MITTS i-MiEV ES 4D H/B Electric- Electric Silver

25	S01	Remove/Install	RT Run channel				0.2	Body
26	S01	Remove/Install	RT Door handle				0.3	Body
27	S01	Remove/Install	RT Trim panel				0.4	Body
28	S01	Remove/Install	RT Lock cylinder				0.3	Body
29	S01	Remove/Replace	Clips 10320247	3	6.12T	Other		
30	S02	Sublet	Deduction for Tax	1	(132.13)	Other		

Estimate Totals	Discount \$	Markup \$	Rate \$	Total Hours	Total \$
Parts					1,260.11
Sublet/Miscellaneous					50.25
Labor, Body			60.00	9.6	576.00
Labor, Refinish			60.00	6.5	390.00
Material, Paint					247.00
<b>Subtotal</b>					<b>2,523.36</b>
Sales Tax					132.13
<b>Grand Total</b>					<b>2,655.49</b>
<b>Net Total</b>					<b>2,655.49</b>

Estimate Version	Total \$
Original	1,909.35
Supplement S01	878.27
Supplement S02	(132.13)

Insurance Total \$:	2,655.49
Received from Insurance \$:	0.00
Balance due from Insurance \$:	2,655.49
Customer Total \$:	0.00
Received from Customer \$:	0.00
Balance due from Customer \$:	0.00

T = Taxable Item, RPD = Related Prior Damage, AA = Appearance Allowance, UPD = Unrelated Prior Damage, PDR = Paintless Dent Repair, A/M = Aftermarket, Rechr = Rechromed, Reman = Remanufactured, OEM = New Original Equipment Manufacturer, Rezor = Re-cored, RECOND = Reconditioned, LKQ = Like Kind Quality or Used, Diag = Diagnostic, Elec = Electrical, Mech = Mechanical, Ref = Refinish, Struc = Structural

F64975

# Elan

January 2018 Statement

Open Date: 12/28/2017 Closing Date: 01/25/2018

Page 1 of 3

Account: [REDACTED] 4951

Visa® Platinum Business Rewards Card

TOWN OF NORMAL

KRISTAL TETTER ([REDACTED])

Cardmember Service  
BUS 30 ELN

1-866-552-8855  
16

New Balance	\$0.00
Minimum Payment Due	\$0.00
Payment Due Date	02/23/2018

Previous Balance	\$0.00
Payments	\$0.00
Other Credits	\$42.44CR
Purchases	\$2,355.17
Balance Transfers	\$0.00
Advances	\$0.00
Other Debits	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
<b>New Balance</b>	<b>\$0.00</b>
<b>Past Due</b>	<b>\$0.00</b>
<b>Minimum Payment Due</b>	<b>\$0.00</b>
Credit Line	\$3,000.00
Available Credit	\$3,000.00
Days in Billing Period	29

**Payment Options:**



Mail payment coupon  
with a check



Pay online at  
myaccountaccess.com



Pay by phone  
1-866-552-8855

*This is not a bill, do not remit payment.*

CPN 000035131

# Elan

**THIS IS NOT A BILL.**

24-Hour Cardmember Service: 1-866-552-8855

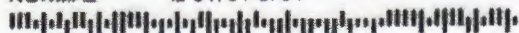
- to pay by phone
- to change your address

This memo statement only reflects the current activity on your account. An invoice has been sent to the applicable central billing account for the company.

Thank you.

000010797 01 MB 0 424 000638780458267 P Y

TOWN OF NORMAL  
KRISTAL TETTER  
11 UPTOWN CIR  
NORMAL IL 61761-8701



### What To Do If You Think You Find A Mistake On Your Statement

If you think there is an error on your statement, please call us at the telephone number on the front of this statement, or write to us at: Cardmember Service, P.O. Box 8335, Fargo, ND 58125-6335.

In your letter or call, give us the following information:

- ▶ Account information: Your name and account number.
- ▶ Dollar amount: The dollar amount of the suspected error.
- ▶ Description of Problem: If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake. You must contact us within 60 days after the error appeared on your statement. While we investigate whether or not there has been an error, the following are true:
  - ▶ We cannot try to collect the amount in question, or report you as delinquent on that amount.
  - ▶ The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
  - ▶ While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
  - ▶ We can apply any unpaid amount against your credit limit.

### Your Rights If You Are Dissatisfied With Your Credit Card Purchases

If you are dissatisfied with the goods or services that you have purchased with your credit card, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase.

To use this right, all of the following must be true:

1. The purchase must have been made in your home state or within 100 miles of your current mailing address, and the purchase price must have been more than \$50. (Note: Neither of these are necessary if your purchase was based on an advertisement we mailed to you, or if we own the company that sold you the goods or services.)
2. You must have used your credit card for the purchase. Purchases made with cash advances from an ATM or with a check that accesses your credit card account do not qualify.
3. You must not yet have fully paid for the purchase.

If all of the criteria above are met and you are still dissatisfied with the purchase, contact us in writing at: Cardmember Service, P.O. Box 8335, Fargo, ND 58125-6335. While we investigate, the same rules apply to the disputed amount as discussed above. After we finish our investigation, we will tell you our decision. At that point, if we think you owe an amount and you do not pay we may report you as delinquent.

### Important Information Regarding Your Account

**1. INTEREST CHARGE:** Method of Computing Balance Subject to Interest Rate. We calculate the periodic rate or interest portion of the **INTEREST CHARGE** by multiplying the applicable Daily Periodic Rate ("DPR") by the Average Daily Balance ("ADB") (including new transactions) of the Purchase, Advance and Balance Transfer categories subject to interest, and then adding together the resulting interest from each category. We determine the **ADB** separately for the Purchases, Advances and Balance Transfer categories. To get the **ADB** in each category, we add together the daily balances in those categories for the billing cycle and divide the result by the number of days in the billing cycle. We determine the daily balances each day by taking the beginning balance of those Account categories (including any billed but unpaid interest, fees, credit insurance and other charges), adding any new interest, fees, and charges, and subtracting any payments or credits applied against your Account balances that day. We add a Purchase, Advance or Balance Transfer to the appropriate balances for those categories on the later of the transaction date or the first day of the statement period. Billed but unpaid interest on Purchases, Advances and Balance Transfers is added to the appropriate balances for those categories each month on the statement date. Billed but unpaid Advance Transaction Fees are added to the Advance balance of your Account on the date they are charged to your Account. Any billed but unpaid fees on Purchases, credit insurance charges, and other charges are added to the Purchase balance of the Account on the date they are charged to the Account. Billed but unpaid fees on Balance Transfers are added to the Balance Transfer balance of the Account on the date they are charged to the Account. In other words, billed and unpaid interest, fees, and charges will be included in the **ADB** of your Account that accrues interest and will reduce the amount of credit available to you. To the extent credit insurance charges, overlimit fees, Annual Fees, and/or Travel Membership Fees may be applied to your Account, such charges and/or fees are not included in the **ADB** calculation for Purchases until the first day of the billing cycle following the date the credit insurance charges, overlimit fees, Annual Fees and/or Travel Membership Fees (as applicable) are charged to the Account. Prior statement balances subject to an interest-free period that have been paid on or before the payment due date in the current billing cycle are not included in the **ADB** calculation.

**2. Payment Information:** You must pay us in U.S. Dollars with checks or similar payment instruments drawn on a financial institution located in the United States. We will also accept payment in U.S. Dollars via the Internet or phone or previously established automatic payment transaction. We may, at our option, choose to accept a payment drawn on a foreign financial institution. However, you will be charged and agree to pay any collection fees required in connection with such a transaction. The date you mail a payment is different than the date we receive that payment. The payment date is the day we receive your check or money order at Cardmember Service, P.O. Box 790406, St. Louis, MO 63179-0406 or the day we receive your electronic or phone payment. All payments by check or money order accompanied by a payment coupon and received at this payment address will be credited to your Account on the day of receipt if received by 5:00 p.m. CT on any banking day. Mailed payments that do not include the payment coupon and/or are mailed to a different address will be processed within 5 banking days of receipt and credited to your Account on the day of receipt. In addition, if you mail your payment without a payment coupon or to an incorrect address, it may result in a delayed credit to your Account, additional **INTEREST CHARGES**, fees, and possible suspension of your Account. Internet and telephone payment options are available, and crediting times vary (but generally must be made before 5:00 p.m. CT to 8 p.m. CT depending on what day and how the payment is made). If you are making an internet or telephone payment, please contact Cardmember Service for times specific to your Account and your payment option. Banking days are all calendar days except Saturday, Sunday and federal holidays. Payments due on a Saturday, Sunday or federal holiday and received on those days will be credited on the day of receipt. There is no prepayment penalty if you pay your balance at any time prior to your payment due date.

**3. Credit Reporting:** We may report information on your Account to Credit Bureaus. Late payments, missed payments or other defaults on your Account may be reflected in your credit report.

TOWN OF NORMAL  
KRISTAL TETTER ( [REDACTED] )

Cardmember Service ( 1-866-552-8855

### Important Messages

**Paying Interest:** You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

**IMPORTANT INFORMATION ABOUT YOUR ACCOUNT TERMS.** Please read this notice and keep with your records. Effective January 15, 2018, the 11th sentence of the "INTEREST CHARGE; Method of Computing Balance Subject to Interest Rate" section of your Cardmember Agreement is clarified to read as follows:

To the extent credit insurance charges, overlimit fees, Annual Fees, and/or Travel Membership Fees may be applied to your Account, such charges and/or fees are not included in the ADB calculation for Purchases until the first day of the billing cycle following the date the credit insurance charges, overlimit fees, Annual Fees and/or Travel Membership Fees (as applicable) are charged to the Account

**IMPORTANT NOTICE** regarding a change to cash back reward redemption options. You will only be able to redeem rewards points for statement credits or use the rewards redemption website for merchandise and gift cards. Redemption credit into a deposit account has been deactivated. Full program rules can be reviewed at myaccountaccess.com, select Rewards then Next to get to the rewards Center.

**REAL-TIME REWARDS** redemption feature added! Real-Time Rewards lets you instantly redeem your points from your mobile phone for the purchase of your choice via a statement credit. It only takes a few quick steps online to get started, and you'll be redeeming your rewards anytime from the convenience of your phone. Visit myaccountaccess.com, select "Rewards" then "Next" to get to the Rewards Center to enroll.

### Transactions

#### Payments and Other Credits

Total Due: \$ 2312.73

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
01/02	12/28	5780	SAMSCLUB #4815 NORMAL IL MERCHANDISE/SERVICE RETURN	Q 28840 \$42.44CR	8520 3510
<b>TOTAL THIS PERIOD</b>				<b>\$42.44CR</b>	

#### Purchases and Other Debits

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
12/28	12/27	2449	DESTIHL NORMAL IL	\$20.00	001 1830 413 3040
12/28	12/27	3276	IN "IMAGINATION PLAYGR 212-4630334 NY	Q28840 - \$787.47	8520 3510
12/29	12/27	6384	APRICOT LANE - NORMA NORMAL IL	\$20.00	001 1830 413 3040
01/02	12/27	2008	S&S WORLDWIDE-ONLINE 860-5373451 CT	Q28840 - \$9.27	8520 3510
01/02	12/27	1729	S&S WORLDWIDE-ONLINE 860-5373451 CT	Q28840 - \$473.41	8520 3510
01/04	01/02	2681	HOBBY-LOBBY #0187 NORMAL IL	Q 28811 - \$45.70	8520 20 10
01/05	01/03	9692	BLOOMINGTON CINE BLOOMINGTON IL	Q28811 - \$292.50	8520 20 10
01/05	01/04	7022	WAL-MART #1125 NORMAL IL	Q28811 - \$31.40	8520 20 10
01/08	01/05	7571	PHEASANT LANES FAMILY BLOOMINGTON IL	Q 28811 - \$308.00	8520 20 10
01/08	01/04	8880	FAMILY VIDEO #24 BLOOMINGTON IL	Q28811 - \$10.47	8520 20 10
01/08	01/05	1898	WM SUPERCENTER #1125 NORMAL IL	Q28811 - \$27.40	8520 20 10
01/10	01/09	8913	HILTON HOTELS CHICAGO 312-9224400 IL 01/09/18	\$142.05	8512 30 35

Apricot Lane Bloomington - Normal  
 206 North Street  
 Normal, IL 61761 309 585 2337

Invoice# SA041663      12/27/2017      Sales A  
 Clerk: admin      13 09 08

Customer: C030134, Kristal letter

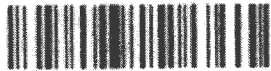
Ship to: Kristal letter  
 (309) 275-0802  
 Sales Person: Kristina

SKU	QTY	PRICE	EXT
GIFT CARD ANY AMOUNT GC00	1	20.00	20.00

"Credit Card Payment Summary"  
 Trans: 1608165893 | Auth: 317290 | Card: XX4951

<b>1</b>	Subtotal	20.00
<b>ITEM</b>	<b>TOTAL</b>	<b>20.00</b>
	Visa	20.00
	<b>TOTAL</b>	<b>20.00</b>

Change Due      0.00



SA041663

001-1030-413.30-40

FINAL SALE ITEM PURCHASED?  
 YES/NO  
 INITIALS \_\_\_\_\_

Thank you for shopping at Apricot Lane  
 Normal! Returns are gladly accepted within  
 14 days of the original purchase date with  
 the receipt, original tags still attached, and  
 unworn. All pre-orders, clearance  
 accessories, and intimate apparel items are  
 final sale.

\*\*\* Customer Copy \*\*\*

001-1030-413.30-40

APRICOT LANE  
 206 NORTH STREET  
 NORMAL, IL 61761  
 309-585-2337

GIFT CARD  
 ISSUANCE

Trans ID: 1608165893      22.29  
 Auth: 317290      STAN #: 0109  
 Card: XX4951

Trans Ref: XXXXXXXXXXXXXXX237

INITIALS: \_\_\_\_\_  
 ORIGINAL BALANCE: \_\_\_\_\_  
 IS: \_\_\_\_\_  
 RETAINING BALANCE: \_\_\_\_\_

THANK YOU!





# TOWN COUNCIL ACTION REPORT

January 11, 2018

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## ***Resolution Approving the 2018 Funding Recommendation for the BN Advantage Economic Development Initiative and a Necessary Budget Adjustment***

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**PREPARED BY:** Mark R. Peterson, City Manager

**REVIEWED BY:** Sally Heffernan, Economic Development Director

**BUDGET IMPACT:** The proposed funding program will require a \$67,000 allocation of General Fund Reserves from the FY2017-18 budget.

**STAFF RECOMMENDATION:** Approval

**ATTACHMENTS:** Proposed Resolution

---

### **BACKGROUND**

BN Advantage represents an economic development strategy involving business, government, civic and educational sectors of the Bloomington, Normal and McLean County region. This economic strategy was launched in August of 2015. The focus of the strategy is to involve the sectors listed above in a coordinated and collaborative economic development strategy designed to diversify and strengthen the region's economy.

Initially, BN Advantage was led by six organizations including the Bloomington Normal Economic Development Council, the McLean County Regional Planning Commission, the McLean County Chamber of Commerce, the Bloomington Normal Convention & Visitors Bureau, Connect Transit and the Bloomington Normal Airport Authority. The strategy called for the creation of a number of special task force groups to develop strategies to improve our community in a variety of areas including workforce development, business marketing and communication, quality of life/quality of place, entrepreneurship and data tracking and analysis.

The BN Advantage program is guided by the BN Advantage Leadership Council which consists of community leaders from business, education, labor, and government throughout Bloomington and Normal. The specific projects associated with BN Advantage are being undertaken by the Economic Development Council, the Chamber of Commerce, McLean County Regional Planning Commission and the Small Business Development Center.

### **DISCUSSION/ANALYSIS**

In order to accomplish all the goals and objectives of the BN Advantage initiative, it is necessary for both private and public-sector organizations to provide the funding to underwrite these important projects. Therefore, the Chamber of Commerce and the Economic Development Council, which will coordinate most of the BN Advantage programs, have requested funding from both the Town of Normal and the City

### TOWN COUNCIL ACTION REPORT

of Bloomington for the calendar year 2018. The chart below shows the requested funding, the staff recommendation, and the funding level approved by the City of Bloomington in late December. McLean County has elected not to provide any additional funding for BN Advantage.

Town staff is recommending that the Council approve the following funding levels for the specific BN Advantage project proposals:

\$ 35,000 to chamber

	Town Request	Staff Recommendation	Bloomington Request	Bloomington Contributions
Work Force Development (Chamber of Commerce)	\$25,000	\$25,000	\$35,000	\$35,000
Quality of Place/Quality of Life (Chamber of Commerce)	\$10,000	\$10,000	\$12,000	\$12,000
Marketing and Communications (EDC)	\$32,000	<del>\$32,000</del>	\$40,000	\$40,000
Economic Development Council	\$50,000	\$0	\$50,000	\$26,867
	\$117,000	\$67,000	\$137,000	\$113,867

\$ 32,000 to EDC

A separate funding proposal involving the Small Business Development Center (SBDC) housed at Illinois Wesleyan University was previously approved by both the City of Bloomington and the Town of Normal. The Town's share of that annual funding commitment for the SBDC is \$20,854.

The Council will note that the Town is recommending full funding for Work Force Development, Quality of Place/Quality of Life, and Marketing and Communications. However, staff is not recommending the additional funding for the Economic Development Council above and beyond what is being suggested for Marketing and Communications. Town staff is concerned that there has not been enough detail provided as to how the additional funding for the EDC is going to be used. Further, there are concerns about the EDC's capability of moving forward on projects related to Entrepreneurship as recommended by the BN Advantage plan.

It is further staff's recommendation that the Council approve the annual contribution of \$100,000 to the Economic Development Council, as has both the City of Bloomington and McLean County, but that the Town follow the lead of McLean County and require monthly progress reports from the EDC on their activities. It is further recommended that the \$100,000 be paid out in monthly installments so that, in the event that the Town Council feels that the funding to the EDC is not being used effectively, it can be discontinued.

I should also report that we do expect to get a separate funding request from the McLean County Regional Planning Commission (MCRPC) which is collecting and analyzing all of the various data and metrics associated with BN Advantage. The MCRPC is implementing a new software package to assist them in managing this data and they are still determining what funding might be necessary in order to have sufficient staff time to manage that particular project. I expect that funding request will come forward sometime within the next couple of months.

It should also be noted that McLean County has chosen not to contribute any additional funding for the BN Advantage initiative. They have approved their standard \$100,000 contribution to the Economic Development Council, as was mentioned above, with various conditions.

It should also be noted that the BN Advantage funding that is being recommended in this report is not included in the FY2017-18 operating budget of the Town of Normal. Therefore, the additional funding for BN Advantage programs (\$67,000) will have to be appropriated through an amendment from the General Fund Reserve account.

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION APPROVING THE 2018 FUNDING RECOMMENDATION FOR THE BN ADVANTAGE ECONOMIC DEVELOPMENT INITIATIVE AND A NECESSARY BUDGET ADJUSTMENT

WHEREAS, the Town of Normal is a home rule unit of local government with authority to legislate in matters concerning its local government and affairs; and

WHEREAS, BN Advantage represents an economic development strategy involving business, government, civic, and educational sectors of the Bloomington, Normal and McLean County region; and

WHEREAS, it is in the best interests of the health, safety, and welfare of the citizens of Normal for the Town to contribute to the funding for the BN Advantage program.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES FOR THE TOWN OF NORMAL, ILLINOIS:

SECTION ONE: That funding for specific BN Advantage project proposals is approved as follows:

1. Work Force Development (Chamber of Commerce): \$25,000.
2. Quality of Place/Quality of Life (Chamber of Commerce): \$10,000.
3. Marketing and Communications (Economic Development Council): \$32,000.

SECTION TWO: A budget adjustment of \$67,000 from the General Fund Reserve account is approved for the payment to BN Advantage programs.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2018.

APPROVED:

\_\_\_\_\_  
President of the Board of Trustees  
of the Town of Normal, Illinois

ATTEST:

\_\_\_\_\_  
Town Clerk

(Seal)