

PROPOSED AGENDA FOR TOWN COUNCIL MEETING

Monday, February 15, 2021

7:00 p.m.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comment
NOTE CHANGE: Public Comment will be available only by use of Zoom Meetings. Public Commenters will need to register by emailing their Full Name and Phone Number that will be used to call into the meeting to the City Clerk at ahuonker@normal.org prior to 6:30 p.m. on the day of the scheduled meeting. Public Comment that is germane to the agenda will be prior to the Omnibus Agenda. Other Public Comment that will be germane to Town business will be prior to Concerns. As this Meeting will be completely virtual, no persons will be present in the Council Chambers and no in person Public Comment will be allowed. Once Public Commenter has registered with the City Clerk, they will receive the meeting call-in number and meeting ID, along with instruction on how to join the virtual meeting for Public Comment. Besides the exceptions listed above, Public Comment Guidelines will remain the same. Public Comment Guidelines for Addressing the Council can be found at www.normal.org under the Government tab.
5. OMNIBUS VOTE AGENDA
(All items under the Omnibus Vote Agenda are considered to be routine in nature and will be enacted by one motion. There will be no separate discussions of these items unless a Council Member so requests, in which event, the item will be removed from the Omnibus Vote Agenda and considered as the first item after approval of the Omnibus Vote Agenda.)
 - A. Approval of the Minutes of the Budget Work Session Special Meeting of January 26, 2021
Approval of the Minutes of the Regular Council Meeting of February 1, 2021
 - B. Report to Receive and File Town of Normal Expenditures for Payment as of February 10, 2021
 - C. Resolution to Accept Bids and Award a Contract to Stark Excavating, Inc. for the Gregory Street Culvert Rehabilitation Project (MFT Project 20-00268-00-BR) in the amount of \$862,923.73
 - D. Resolution Authorizing the Execution of an Agreement with Republic Services – Bloomington Transfer Station for the Transfer and Disposal of Solid Waste Collected by the Town

- E. Resolution Authorizing an Agreement for the Employment of the Municipal Manager (Pamela S. Reece)
- F. Resolution to Accept the Bid and Approve a Contract with Stark Excavating, Inc. in the Amount of \$375,383.05 for the Maxwell Park OSLAD Grant Project
- G. Resolution Approving an Amended Site Plan for Heartland Community College (1500 W. Raab Rd.)

6. ITEMS REMOVED FROM OMNIBUS VOTE AGENDA

GENERAL ORDERS

None

NEW BUSINESS

None

ADDENDUM

Minutes of the February 4, 2021 Planning Commission Meeting

PUBLIC COMMENT

CONCERNS

ADJOURNMENT



Town Council Action Report

March 1, 2021

Public Hearing on the Proposed Annual Budget for the Town of Normal for Fiscal Year 2021-22

Prepared By: Andrew Huhn, Director of Finance

Reviewed By: Pamela S. Reece, City Manager

Staff Recommendation: Approval

Attachments: N/A

Community Impact: The public hearing for the budget provides members of the community an opportunity to publicly express their opinion, suggestion or comment regarding the information contained in the budget.

Budget Impact: N/A

Strategic Alignment:



Economic Vitality – Strategy EV3.1—Adopt Fiscally Sustainable Growth Policies, Including Tax and Fee Structures That Are Aligned with the Overall Vision

Town Council Action Report

Background:

In order to comply with State Law, it is necessary that a public hearing on the proposed budget for FY2021-22 be held. The Town Clerk made the required legal publication notice in the Normalite on February 18, 2021. This notice indicated that the public will have the right to present oral and/or written comments at the public hearing and may ask questions concerning the budget.

The notice further indicated that a copy of the proposed budget is on file in the office of the Town Clerk and available for public inspection between the hours of 8:30 a.m. and 5:00 p.m., Monday through Friday, and is also available at the Normal Public Library. The budget is also available online at: <http://www.normal.org/127/Budget>.

Discussion:

Once all public input has been received, it would then be in order to adjourn the public hearing.

Keywords: Budget, Public Hearing

Omnibus Vote

MINUTES OF THE REGULAR MEETING OF THE NORMAL TOWN COUNCIL HELD IN THE COUNCIL CHAMBERS, NORMAL CITY HALL, FOURTH FLOOR UPTOWN STATION, 11 UPTOWN CIRCLE, NORMAL, MCLEAN COUNTY, ILLINOIS – MONDAY, FEBRUARY 15, 2021.

1. CALL TO ORDER:

Mayor Koos called the Regular Meeting of the Normal Town Council to Order at 7:00p.m., Monday, February 15, 2021.

2. ROLL CALL:

The Clerk called the roll with the following persons

PRESENT: The Meeting was conducted virtually. There were no persons physically present in Council Chambers.

REMOTE: Mayor Chris Koos and Councilmembers Kevin McCarthy, Chemberly Cummings, Stan Nord, Karyn Smith, Kathleen Lorenz, and Scott Preston, also present were City Manager Pamela Reece, Assistant City Manager Eric Hanson, Corporation Counsel Brian Day, and Town Clerk Angie Huonker.

ABSENT: None.

Mayor Chris Koos made the following statement:

Due to recent changes in the Open Meetings Act, I felt compelled to make the following statement that the Governor has issued a disaster declaration related to the public health concerns caused by the statewide COVID-19 pandemic.

As mayor, I have determined that an in-person meeting is not practical or prudent because of the risk of exposure to the COVID-19 virus stemming from an indoor gathering, and that the remote meeting is in the best interest of the health, safety, and welfare of the council, staff, and general public.

Mayor Koos recognized the Children’s Discovery Museum staff who were honored by the Illinois Association of Museums with their top three awards: Superior Achievement for COVID 19 Response, Award for Superior Achievement for Best Practice in Educational Programs, and Museum Professional of the Year – Shelly Hanover. Mayor Koos congratulated the museum staff for their exemplar work.

3. PLEDGE OF ALLEGIANCE:

Mayor Koos led the Pledge of Allegiance to the Flag.

4. PUBLIC COMMENT:

Given the circumstances necessitated by the COVID-19 crisis, and in accordance with a mandate of social distancing, public comment was made available virtually through the use of Zoom Meeting.

Ron Ulmer, Normal Resident, spoke in opposition of the Maxwell Park Project, indicating a lack of support for the parking lot.

5. OMNIBUS VOTE AGENDA:

Mayor Koos read aloud the items to be considered by the Omnibus Vote Agenda.

- A. APPROVAL OF THE MINUTES OF THE BUDGET WORK SESSION SPECIAL MEETING OF JANUARY 26, 2021: APPROVAL OF THE MINUTES OF THE REGULAR COUNCIL MEETING OF FEBRUARY 1, 2021:
- B. REPORT TO RECEIVE AND FILE TOWN OF NORMAL EXPENDITURES FOR PAYMENT AS OF FEBRUARY 10, 2021:
- C. RESOLUTION TO ACCEPT BIDS AND AWARD A CONTRACT TO STARK EXCAVATING, INC. FOR THE GREGORY STREET CULVERT REHABILITATION PROJECT (MFT PROJECT 20-00268-00-BR) IN THE AMOUNT OF \$862,923.73: Resolution No. 5840:
- D. RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH REPUBLIC SERVICES – BLOOMINGTON TRANSFER STATION FOR THE TRANSFER AND DISPOSAL OF SOLID WASTE COLLECTED BY THE TOWN:
- E. RESOLUTION AUTHORIZING AN AGREEMENT FOR THE EMPLOYMENT OF THE MUNICIPAL MANAGER (PAMELA S. REECE):
- F. RESOLUTION TO ACCEPT THE BID AND APPROVE A CONTRACT WITH STARK EXCAVATING, INC. IN THE AMOUNT OF \$375,383.05 FOR THE MAXWELL PARK OSLAD GRANT PROJECT:
- G. RESOLUTION APPROVING AN AMENDED SITE PLAN FOR HEARTLAND COMMUNITY COLLEGE (1500 W. RAAB RD.): Resolution No. 5841:

MOTION:

Councilmember McCarthy moved, seconded by Councilmember Cummings, the Council Approval of the Omnibus Vote Agenda.

AYES: McCarthy, Cummings, Nord, Smith, Lorenz, Preston, Koos.

NAYS: None.

Motion declared carried.

Items A, C, and G were approved by the Omnibus Vote.

Items B, D, E, and F were removed from the Omnibus Vote.

6. ITEMS REMOVED FROM OMNIBUS VOTE AGENDA:

REPORT TO RECEIVE AND FILE TOWN OF NORMAL EXPENDITURES FOR PAYMENT AS OF FEBRUARY 10, 2021:

MOTION:

Councilmember Nord moved, seconded by Councilmember Smith, the Council Approve the Report to Receive and File Town of Normal Expenditures for Payment as of February 10, 2021.

AYES: Cummings, Nord, Smith, Lorenz, Preston, McCarthy, Koos.

NAYS: None.

Motion declared carried.

Councilmember Stan Nord asked for clarification on an Uptown Circle Development Expense. City Manager Pam Reece responded.

RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH REPUBLIC SERVICES – BLOOMINGTON TRANSFER STATION FOR THE TRANSFER AND DISPOSAL OF SOLID WASTE COLLECTED BY THE TOWN: Resolution No. 5842:

MOTION:

Councilmember Nord moved, seconded by Councilmember Smith, the Council Approve the Resolution Authorizing the Execution of an Agreement with Republic Services – Bloomington Transfer Station for the Transfer and Disposal of Solid Waste Collected by the Town.

AYES: Smith, Lorenz, Preston, McCarthy, Cummings, Koos.

NAYS: Nord.

Motion declared carried.

Councilmember Stan Nord asked for clarification on potential savings on a longer-term agreement that was part of an alternate bid. Public Works Project Manager Jason Comfort stated that locking into a 10-year agreement could price other vendors out, and noted the alternate bid was a non-conforming bid.

City Manager Pamela Reece and Corporation Counsel noted the proposed item followed proper procurement policies and bid review processes.

Councilmember Nord made a Motion to Table in order to negotiate with the vendor. The Motion Failed due to lack of a Second.

Councilmember Kevin McCarthy stated he would not support tossing out the current procurement policy and is supportive of this agreement as is.

Councilmember Karyn Smith asked for clarification on the bidding process. City Manager Pam Reece and Public Works Project Manager Jason Comfort responded. Ms. Smith stated she is supportive of the agreement.

Councilmember Kathleen Lorenz reiterated competition is favorable for the taxpayers. Mrs. Lorenz also stated this agreement does not discuss raising garbage fees.

Councilmember Stan Nord stated he sees this as a disservice to the taxpayers by presuming the contractor would not change their bid.

Councilmember Kevin McCarthy reiterated that working together with the City of Bloomington, the Town is collaborating on the behalf of taxpayers.

RESOLUTION AUTHORIZING AN AGREEMENT FOR THE EMPLOYMENT OF THE MUNICIPAL MANAGER (PAMELA S. REECE): Resolution No. 5843:

MOTION:

Councilmember Nord moved, seconded by Councilmember Smith, the Council Approve the Resolution Authorizing an Agreement for the Employment of the Municipal Manager (Pamela S. Reece).

AYES: Smith, Lorenz, Preston, McCarthy, Cummings, Koos.

NAYS: Nord.

Motion declared carried.

Councilmember Stan Nord asked for clarification on goals for the agreement, and the legality of approving the agreement now and amending at a later time. Corporation Counsel Brain Day and Mayor Koos responded. Mr. Nord then asked for clarification regarding the legality of the length of the agreement and its parallel to the election cycle. Mr. Day responded. Mr. Nord the commented on the severance terms of the agreement, indicating he thinks it is a golden parachute clause. Mayor Koos and Mr. Day responded.

Councilmember Kevin McCarthy stated he does not agree with aligning the City Manager role to elections and political roles, noting it is a professional position hired based on experience and performance. Mr. McCarthy indicated his support of the agreement and looks forward to the performance review.

Councilmember Karyn Smith noted changes to the severance clause in the agreement align with changes to State Regulation. Mrs. Smith noted she is in favor of this agreement.

RESOLUTION TO ACCEPT THE BID AND APPROVE A CONTRACT WITH STARK EXCAVATING, INC. IN THE AMOUNT OF \$375,383.05 FOR THE MAXWELL PARK OSLAD GRANT PROJECT: Resolution No. 5844:

MOTION:

Councilmember Smith moved, seconded by Councilmember Preston, the Council Approve the Resolution to Accept the Bid and Approve a Contract with Stark Excavating, Inc. in the Amount of \$375,383.05 for the Maxwell Park OSLAD Grant Project.

AYES: Lorenz, Preston, McCarthy, Cummings, Nord, Smith, Koos.

NAYS: None.

Motion declared carried.

Councilmember Karen Smith asked for clarification on the cost reduction from the original bid that Council rejected. Ms. Smith also asked about ADA accessibility to the park. Parks and Recreation Director Doug Damery responded, indicating the parking lot renovation was removed from this proposal, noting it is largely the reason for the cost reduction. Mr. Damery also indicated that plans for the renovation will offer a variety of accessible options.

GENERAL ORDERS:

There was no General Orders.

7. NEW BUSINESS:

There was no New Business.

8. PUBLIC COMMENT:

Given the circumstances necessitated by the COVID-19 crisis, and in accordance with a mandate of social distancing, public comment was made available virtually through the use of Zoom Meeting.

There was no Public Comment.

9. CONCERNS:

City Manager Pam Reece commented the Town had an unprecedented weekend, noting it was like no other the Town has experienced before. Ms. Reece stated Town staff responded to a Freight Train Derailment, Student Apartment Complex Fire, and Train Car Fires. Mrs. Reece thanked Town staff for their exceptional professionalism.

Fire Chief Mick Humer and Chief of Police Rick Bleichner gave an overview of the responses to the multiple emergency situations. Chief Humer thanked Town Departments, Council, residents, and local merchants for all their help.

Councilmember Kevin McCarthy asked for verification that no people were harmed during any of the incidents. Chief Humer confirmed there were no injuries. Mr. McCarthy congratulated Chief Humer on his professionalism handling the events and thanked Chief Humer and Town staff members for their efforts. Mr. McCarthy noted Council needs to support Staff with training and supplies, to be professionally prepared for incidents like this.

Councilmember Chemberly Cummings stated that having no injuries or fatalities speaks to the capabilities of Town responders. Ms. Cummings indicated she was very grateful and proud of staff response and their work for the betterment and safety of the community.

Councilmember Kathleen Lorenz asked for clarification on whether another fire occurred at the train derailment site on Monday. Chief Humer confirmed there was a debris fire. Mrs. Lorenz then read aloud a comment from a local resident and business owner who

wanted to thank Town staff for all the services provided lately in response to the train derailment, multiple fires, and winter roads.

Councilmember Stan Nord inquired about whether the Town would be recouping costs from Union Pacific Railroad for expenses incurred for the derailment. Chief Humer responded. Mr. Nord thanked everyone who was involved.

Councilmember Preston stated that if there ever were a question to the importance of local government to our everyday life it was on full display this weekend. Mr. Preston expressed his thanks for the competence and professionalism of the public servants this weekend, noting without them it could have been a different experience.

Councilmember Karyn Smith commented she was fully impressed with the coordination and communication between Departments, Administration, and local businesses. Ms. Smith noted the efforts that occurred behind the scenes were amazing.

Mayor Chris Koos reiterated Council's sentiments and gave his thanks. Mayor Koos stated he was impressed by how professional and communicative all the different agencies and departments came together as a team to get the situations under control. Mayor Koos noted it was a testament to their training and professionalism.

Councilmember Chamberly Cummings praised the Children's Discovery Museum and staff for their awards. Ms. Cummings reminded Council it is Black History Month and stated a culturally sensitive community is a culturally educated community. Ms. Cummings encouraged learning about the different cultures within the community, noting welcoming and culturally diverse communities will thrive in the future.

Councilmember Karyn Smith reminded Council the cold weather is going to continue to be an issue so take note to check on neighbors. Ms. Smith noted there is a parking ban in effect.

Councilmember Kevin McCarthy echoed sentiments for the hard work Public Works crews are doing. Mr. McCarthy also wished congratulations to Shelly Hanover and the entire Children's Discovery Museum staff. Mr. McCarthy also congratulated City Manager Pam Reece, Director of Finance Andrew Huhn, and staff for receiving another triple A bond rating.

Councilmember Stan Nord commented on his background image of building on fire, indicating the Town of Normal and City of Bloomington have to figure out what they are trying to accomplish before they can work together to accomplish it. Mr. Nord then placed an image of a water line map on the shared meeting screen, wanting to discuss water service to the West College Avenue area.

City Manager Pam Reece responded, noting questions regarding these water lines have been answered and discussed multiple times. Ms. Reece noted that if Council wants to hold a work session or place this on an agenda for discussion in order to eliminate confusion on this topic, it could be done.

Councilmember Kathleen Lorenz stated that a meeting needs to occur to discuss the history of the Metro Zone. Mrs. Lorenz also noted it would be a benefit to taxpayers if there are more Town of Normal water users.

Councilmember Kevin McCarthy indicated that screen sharing during a Council meeting is highly unprofessional, and out of order when conducting a business meeting.

10. ADJOURNMENT:

There being no further business to come before the Council, Mayor Koos called for a Motion to Adjourn the Regular Meeting of the Normal Town Council.

MOTION:

Councilmember Smith moved, seconded by Councilmember Cummings, the Council Accept a Motion to Adjourn the Regular Meeting of the Normal Town Council.

AYES: Preston, McCarthy, Cummings, Smith, Lorenz, Koos.

NAYS: Nord.

Motion declared carried.

Mayor Koos adjourned the Regular Meeting of the Normal Town Council at 8:44 p.m., Monday, February 15, 2021.

Report to Receive and File Town of Normal Expenditures for Payment as of 02/11/2021-02/24/2021

General Fund

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
EAGLE AUTOMOTIVE	BATTERIES	481.73
EAGLE AUTOMOTIVE	REFILL WIPERS	194.70
FREEDOM OIL COMPANY	7102 GAL DIESEL @ \$2.214/	15,722.05
HEARTLAND PARKING INC	PARKING DECK LOSS- JAN 21	10,201.86
HEATHER BERROCALES	TIME OUT PROGRAM REFUND-2	70.00
ILLINOIS DEPARTMENT OF REVENUE	SALES TAX PAYMENT	195.00
KOENIG BODY & EQUIPMENT INC	AUGER MOTOR S/A & T/A	511.53
SARA TAYLOR	TIME OUT PROGRAM REFUND-2	35.00
General Fund - Total		27,411.87

General Fund Mayor & Council Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
SECTY OF STATE-MOTOR VEH DIV	TRANSFER PLATE-PD TO POOL	9.00
General Fund	Mayor & Council	Administration
- Total		9.00

General Fund Administration - City Mgr General Expense Dept.

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
B-N PUBLIC TRANSIT SYSTEM	TRANSIT CONTRIBUTION	77,333.33
B/N CONVENTION & VISITORS BUREAU	MONTHLY CONTRIBUTION	9,104.16
B/N ECONOMIC DEVELOPMENT COUNCIL	MONTHLY CONTRIBUTION-EDC	8,333.33
DYLAN ABPLANALP	USE TX DUP PMT/ABPLANALP	40.92
ILLINOIS DEPARTMENT OF REVENUE	SALES TAX PAYMENT	209.00
MUNICIPAL INS COOPERATIVE AGENCY	MICA INS. DEDUCTIBLE	1,160.93
NORMAL COFFEE HOUSE LLC	F&B TAX REFUND-COFFEE HSE	27.08
General Fund	Administration - City Mgr General Expense Dept.	- Total
		96,208.75

General Fund Cultural Arts CDM

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
AMERICAN ALLIANCE OF MUSEUMS	AAM MEMBERSHIP RENEWAL	550.00
CHARISMA BRANDS, LLC	STORE TOYS	30.00
CHARISMA BRANDS, LLC	TOYS FOR STORE	537.00
CONSTELLATION ENERGY SERVICES INC	ENERGY USAGE	3,002.88
CONSTELLATION NEW ENERGY-GAS	ENERGY USAGE	1,394.20
CUMULUS BROADCASTING LLC	RADIO ADS-CDM AAY	990.00
CUMULUS BROADCASTING LLC	RADIO ADS-CDM STORE	990.00
DISCOUNT SCHOOL SUPPLY	ACTIVITY/CRAFT SUPPLIES	178.13
HOBBY LOBBY STORES INC	ARTS & CRAFTS SUPPLIES	39.47
MENARDS	PAINT,PAPR TOWELS,DISINFCT	37.70

Report to Receive and File Town of Normal Expenditures for Payment as of 02/11/2021-02/24/2021

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
MENARDS	SHOP VACUUM,COPING SAW	85.97
MENARDS	USB HUB,ADAPTER,SD CARD	44.44
PIP PRINTING	POSTCARD MAILINGS	144.84
PLAN TOYS INC	TOYS FOR STORE/EXHIBITS	304.20
UNITED STATES POSTAL SERVICE	BULK MAIL ACCOUNT #516	1,500.00
WALMART COMMUNITY BRC	MISC.SUPPLIES-CDM	48.73
General Fund	Cultural Arts CDM - Total	9,877.56

General Fund Cultural Arts Theater

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ACE HARDWARE	PAINT STRIPPER,BRUSHES	57.35
CONSTELLATION ENERGY SERVICES INC	ENERGY USAGE	585.68
CONSTELLATION NEW ENERGY-GAS	ENERGY USAGE	2,452.46
ILLINOIS DEPARTMENT OF REVENUE	SALES TAX PAYMENT	0.01
General Fund	Cultural Arts Theater - Total	3,095.50

General Fund Corporation Counsel Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ANCEL GLINK P.C,	HEARING OFFICER SERVICES	125.00
DIANE NEWCOMER	2019CF1092 TRANSCRIPT	108.00
JAMES TODD GREENBURG	ADMIN HRG-JOE'S JAN 2021	1,500.00
JAMES TODD GREENBURG	IMPOUNDMENT HEARINGS	250.00
KLEIN THORPE & JENKINS LTD	ST#214494-MATTER 5069-001	1,450.00
LEXIS NEXIS (LEGAL ONLY)	LEXIS NEXIS JAN 2021	142.00
General Fund	Corporation Counsel Administration - Total	3,575.00

General Fund Facilities Management Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ACE HARDWARE	LIGHTS-ISU GALLERY	39.96
AMERICAN PEST CONTROL	PEST CONTROL-RATS	65.00
AMERICAN PEST CONTROL	PEST CONTROL-VARIOUS LOC.	929.00
CENTRAL SUPPLY CO	BATH TISSUE	64.00
CENTRAL SUPPLY CO	LATEX GLOVES,CLEANER	73.89
CHEMICAL MAINTENANCE INC	DISPENSER LITE N FOAMY	2,358.75
CHEMICAL MAINTENANCE INC	FRESH LINEN AIR	45.00
CINTAS CORPORATION #396	LOGO MATS-UPTOWN STATION	390.36
CONFIDENTIAL ON SITE	PAPER SHREDDING	260.31
CONNOR CO	FILTER-12PK	63.02
CONSTELLATION ENERGY SERVICES INC	ENERGY USAGE	10,260.29

Report to Receive and File Town of Normal Expenditures for Payment as of 02/11/2021-02/24/2021

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
CONSTELLATION NEW ENERGY-GAS	ENERGY USAGE	3,539.80
FARNSWORTH GROUP	DESIGN-PW FACILTY UPGRADE	2,542.00
FRONTIER COMMUNICATIONS	PHONE FOR BV MANSION	9.84
GETZ FIRE EQUIPMENT	FIRST AID SUPP-WTP	182.15
INTERNATIONAL FACILITY MANAGEMENT	EHEGGIE MEMBERSHIP RENEWL	414.00
INTERSTATE ALL BATTERY CENTER	MARINE/RV BATTERY	216.80
IX CONTROLS	REPAIR CONTROL WIRING-CDM	202.50
JOHNSTONE SUPPLY	BELIMO ACTUATOR	102.03
JOHNSTONE SUPPLY	INDOOR SENSOR	442.00
JOHNSTONE SUPPLY	MOTOR OEM VENT 42FRM	49.08
JOHNSTONE SUPPLY	PLEATED SURFACE PUROLATOR	73.54
LAFORCE INC	BEST B55602-626 FOR FDHQ	150.40
LINDEN CONDO ASSOCIATION	LINDEN CONDO-1ST QTR DUES	2,100.00
MCLEAN COUNTY GLASS	MAIN DOORS CDM REPAIR	110.00
MCMASTER-CARR SUPPLY CO	ALUM MACHINE KEY STOCK	11.71
MID-ILLINOIS MECHANICAL INC	POLICE STATION RTU REPAIR	243.90
MID-ILLINOIS MECHANICAL INC	REPAIR RTU BELT-CDM	243.90
MIDWEST EQUIPMENT II	2-CYCLE FUEL	95.84
MILLER JANITOR SUPPLY	HAND CLEANER,DRAIN CLEANR	99.80
MILLER JANITOR SUPPLY	HOSE ASSY W/2 CUFF	25.34
MILLER JANITOR SUPPLY	ICE MELT	445.00
MILLER JANITOR SUPPLY	ICE MELT-50 LB BAG	1,958.00
MILLER JANITOR SUPPLY	ROLL TOWEL DISP,FREIGHT	100.00
NICOR GAS	ENERGY USAGE	2,571.02
PARKWAY AUTO LAUNDRY	CAR WASH-FM	8.00
POWDER COATINGS UNLIMITED	POWDER COAT-RAILING/FILLR	977.06
RW VANDEGRAFT PAINTING & DECORATING	REMOVE WALLPAPER,PAINT-RR	1,850.00
SPRINGFIELD ELECTRIC CO	LIGHTS FOR ENGINEERING	52.00
TOWN OF NORMAL-WATER FUND	UTILITIES - 305 PINE ST	79.29
TOWN OF NORMAL-WATER FUND	UTILITIES - HIGHLAND AVE	9.20
TOWN OF NORMAL-WATER FUND	UTILITIES-1301 S FELL AVE	60.74
ULINE INC	PEDESTAL SIGN HOLDER	299.98
UNION ROOFING CO INC	PATCHED ROOF HOLES-CAC	368.50
WHERRY MACHINE & WELDING INC	WELDING SRVS-RAILING	933.02
WINSUPPLY BLOOMINGTON IL CO	CP ECAST HYTRONIC	314.64
WINSUPPLY BLOOMINGTON IL CO	SINGLE SUPP DC POWER	314.64
General Fund	Facilities Management Administration - Total	35,745.30

Report to Receive and File Town of Normal Expenditures for Payment as of 02/11/2021-02/24/2021

General Fund Finance Financial Services

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>	
QUILL CORPORATION	11 UPTOWN OFFICE SUPPLIES	13.37	
QUILL CORPORATION	11 UPTOWN-OFFICE SUPPLIES	79.54	
QUILL CORPORATION	FILE FOLDERS,PADS-ENG	41.56	
QUILL CORPORATION	MISC.SUPPLIES P & R	19.99	
QUILL CORPORATION	OFFICE SUPPLIES-PW	100.22	
QUILL CORPORATION	P & R SUPPLIES	297.36	
QUILL CORPORATION	SUPPLIES FOR P & R	77.29	
WALZ LABEL AND MAILING SYSTEMS	SEAL TIGHT-2	41.08	
General Fund	Finance	Financial Services - Total	670.41

General Fund Finance College Ave Parking Deck

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>	
CONSTELLATION ENERGY SERVICES INC	ENERGY USAGE	3,340.26	
General Fund	Finance	College Ave Parking Deck - Total	3,340.26

General Fund Finance Beaufort St. Deck Parking

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>	
CONSTELLATION ENERGY SERVICES INC	ENERGY USAGE	2,518.21	
General Fund	Finance	Beaufort St. Deck Parking - Total	2,518.21

General Fund Innovation & Technology Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>	
CDW GOVERNMENT INC	PAINTER RIBBON	87.08	
CYGILANT	NETWORK SECURITY MANAGMNT	20,998.00	
DELL MARKETING LP	MICROSOFT LICENSES	34.38	
FRONTIER	MONTHLY SERVICE - PAY PHO	108.13	
LEXIS NEXIS (POLICE ONLY)	PD-JANUARY 2021	100.00	
MCLEAN CO INFORMATION SERVICES	LEAD	95.68	
MNJ TECHNOLOGIES DIRECT INC	TONER	2,842.20	
RICOH USA, INC.	RENT/ADDITIONAL IMAGES	1,148.44	
SWIFTCOMPLY US OPCO INC.	PROGRAM SOFTWARE-2YR	2,838.60	
T2 SYSTEMS,INC	ROVR RETURNS - JAN 2021	95.00	
VERIZON WIRELESS	FIRE AVL	1,657.01	
General Fund	Innovation & Technology	Administration - Total	30,004.52

General Fund Human Resources Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ALL PURPOSE POLYGRAPH	POLYGRAPH TEST	150.00

Report to Receive and File Town of Normal Expenditures for Payment as of 02/11/2021-02/24/2021

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
General Fund	Human Resources Administration - Total	150.00

General Fund Inspections Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
IPEA OF CENTRAL IL	IPEA CEU CREDITS B KNOX	45.00
IPEA OF CENTRAL IL	IPEA CEU CREDITS R SCHOOL	90.00
PARKWAY AUTO LAUNDRY	CAR WASHES-2 INSPECTIONS	16.00
RED WING SHOE STORE	BOOTS-S WILLIAMS-INSPECT.	150.00
General Fund	Inspections Administration - Total	301.00

General Fund Police Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ALL CITY MANAGEMENT SERVICES INC	SCHOOL CROSSING GUARD SRV	4,724.22
ALL CITY MANAGEMENT SERVICES INC	SCHOOL CROSSNG GUARD SERV	3,556.50
CI SHOOTING SPORTS,INC	CLOTHING-PD	243.94
CI SHOOTING SPORTS,INC	CLOTHING/EQUIPMENT-PD	288.53
DEPT OF INNOVATION & TECHNOLOGY	LEADS ACCESS	1,106.75
FEDEX	OVERNIGHT-PD	19.00
MCLEAN CO SHERIFF'S DEPARTMENT	CENTRALIZED BOOKING FEES	2,310.00
MCLEAN COUNTY CLERK	NOTARY PUBLIC-AUSTIN	10.00
MCLEAN COUNTY CLERK	NOTARY PUBLIC-BLEICHNER	10.00
MCLEAN COUNTY CLERK	NOTARY PUBLIC-EDMIASTON	10.00
MCLEAN COUNTY CLERK	NOTARY PUBLIC-FERGUSON	10.00
MINERVA SPORTSWEAR	BANNER	543.76
MUNICIPAL ELECTRONICS INC	GHD AMP REPAIRS	333.09
ON-TARGET SOLUTIONS GROUP, INC	TRAINING-MELVILLE,EDMIAST	500.00
PARKWAY AUTO LAUNDRY	CAR WASH-PD	8.00
RAY O'HERRON CO INC	CLOTHING/EQUIPMENT	109.55
SECTY OF STATE-MOTOR VEH DIV	TITLE AND PLATE REQUEST	301.00
General Fund	Police Administration - Total	14,084.34

General Fund Police Narcotics Enforcement

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
COVERT TRACK GPS	GPS REPLACEMENT-2	1,805.00
General Fund	Police Narcotics Enforcement - Total	1,805.00

General Fund Fire Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
BOUND TREE MEDICAL LLC	ENDOTRACHEAL TUBE/CATHETR	889.24
CARLE BROMENN MEDICAL CENTER	PHARMACY SUPPLIES	572.40

Report to Receive and File Town of Normal Expenditures for Payment as of 02/11/2021-02/24/2021

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>		
COMCAST CORPORATION	CABLE SERVICES HQ	118.16		
CONSTELLATION ENERGY SERVICES INC	ENERGY USAGE	797.10		
David Holmes	STATION BOOTS	150.00		
INNOTECH COMMUNICATIONS	REPLACE 200AMP FUSE-HALST	237.00		
MACQUEEN EQUIPMENT, LLC	INTERLOCK PRESS.REPR-E15	907.08		
MACQUEEN EQUIPMENT, LLC	REPLACE SPOT LIGHT BRACKT	190.51		
MCLEAN CO AREA EMS SYSTEM	MO.CONTRACTUAL TRAINING	1,000.00		
MEDLINE INDUSTRIES INC	CATHETER,AIRWAY GEL	98.98		
MEDLINE INDUSTRIES INC	ELECTRODE PADS,AIRWAY	694.09		
MEDLINE INDUSTRIES INC	GOWN COVERS	198.20		
MEDLINE INDUSTRIES INC	NITRILE GLOVES	1,146.94		
MEDLINE INDUSTRIES INC	PPE SHOE COVERS	91.00		
MEDLINE INDUSTRIES INC	TRACH TUBE,NEEDLES	764.65		
MENARDS	ALL SEASON SPREADER	136.69		
MIDWEST EQUIPMENT II	STARTER ROPE/SEA FOAM	24.98		
MUNICIPAL EMERGENCY SERVICES	TURNOUT COAT/PANT-3 EMPLO	7,415.00		
Nick Vaux	STATION BOOTS	150.00		
NICOR GAS	ENERGY USAGE	1,932.32		
PARKWAY AUTO LAUNDRY	CAR WASHES-FIRE	16.00		
RAY O'HERRON CO INC	DRESS UNIFORM ROUND CAP	54.57		
TRINITY HOME MEDICAL EQUIPMENT	OXYGEN	144.00		
ZOLL MEDICAL CORPORATION	FILTERLINE SET	198.00		
General Fund	Fire	Administration	- Total	17,926.91

General Fund Fire Prevention

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>		
MENARDS	CLIP/LATCH BOX-PREVENTION	48.24		
General Fund	Fire	Prevention	- Total	48.24

General Fund Public Works Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>		
CINTAS CORPORATION #396	REFILL FIRST AID KIT	151.20		
CONSTELLATION ENERGY SERVICES INC	ENERGY USAGE	1,675.64		
MILLER JANITOR SUPPLY	WHITE PAPER TOWELS	136.68		
NICOR GAS	ENERGY USAGE	1,500.08		
General Fund	Public Works	Administration	- Total	3,463.60

General Fund Public Works Fleet Maintenance

Report to Receive and File Town of Normal Expenditures for Payment as of 02/11/2021-02/24/2021

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ADVANCE AUTO PARTS	FUEL ADDITIVE	22.98
ADVANCE AUTO PARTS	STARTING FLUID	21.55
ADVANCE AUTO PARTS	TIRE PATCH	11.89
ADVANCE AUTO PARTS	WASHER FLUID	115.56
ADVANCE AUTO PARTS	WIPER BLADES	34.82
BLOOMINGTON BTB	WASHER FLUID	182.65
CENTRAL ILLINOIS TRUCKS INC	BAND CLAMP	106.69
CENTRAL ILLINOIS TRUCKS INC	CREDIT-EGR COOLER KIT	-678.10
CENTRAL ILLINOIS TRUCKS INC	CREDIT-WATER INLET TUBE	-117.80
CENTRAL ILLINOIS TRUCKS INC	FUEL FILTER	16.08
CENTRAL ILLINOIS TRUCKS INC	HEATER HOSE	27.38
CENTRAL ILLINOIS TRUCKS INC	QUICK RELEASE VALVE	76.70
CENTRAL ILLINOIS TRUCKS INC	TURBO ACTUATOR	445.30
CENTRAL ILLINOIS TRUCKS INC	WATER INLET TUBE	117.80
CENTRAL ILLINOIS TRUCKS INC	WHEEL SEAL	129.90
CENTRE STATE INT'L TRUCKS INC	INSULATOR BUSHINGS	136.06
CINTAS CORPORATION #396	SHOP TOWELS/UNIFORMS-PW	45.16
CUMBERLAND SERVICENTER INC	FLEX PIPE	480.61
DON OWEN TIRE SERVICE	TIRES-P3	163.97
EAGLE AUTOMOTIVE	BATTERY ASM	105.31
EAGLE AUTOMOTIVE	CREDIT FOR ALT ASSY	-75.00
EAGLE AUTOMOTIVE	PW SUPPLIES	95.52
EAGLE AUTOMOTIVE	TEMP SENSOR	16.46
HERITAGE MACHINE & WELDING INC	LEAF SPRINGS	2,046.98
ILLINOIS OIL MARKETING EQUIP INC	FUEL SYSTEM KEYPAD	329.37
INTERSTATE ALL BATTERY CENTER	BATTERY-2	285.60
KEY EQUIPMENT & SUPPLY CO	HYD BROOM MOTOR	770.51
MAAS RADIATOR	RADIATOR REPLY	108.50
MACQUEEN EQUIPMENT, LLC	AIR TANKS/BRACKETS	934.05
MOTION INDUSTRIES INC	FITTINGS	87.94
MOTION INDUSTRIES INC	GREASE	224.14
MSC INDUSTRIAL SUPPLY CO INC	SUPPLIES-PW	394.73
MUTUAL WHEEL CO	BRAKE DRUM/HUB ASSY	405.93
O'BRIEN MITSUBISHI	SERVICE REPAIRS	3,209.50
RUSH TRUCK CENTERS OF ILLINOIS, INC	AIR HORNS	230.00
RUSH TRUCK CENTERS OF ILLINOIS, INC	CENTER BEARING	105.00
RUSH TRUCK CENTERS OF ILLINOIS, INC	EGR COOLER KIT	3,758.74
RUSH TRUCK CENTERS OF ILLINOIS, INC	RADIATOR ASSY	845.00

Report to Receive and File Town of Normal Expenditures for Payment as of 02/11/2021-02/24/2021

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
SAM LEMAN FORD BLOOMINGTON	TUBE ASY	156.11
STEPHENS AUTO GLASS	WINDSHIELD	1,014.34
General Fund	Public Works	Fleet Maintenance - Total
		16,387.93

General Fund Public Works Streets

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ADVANCE AUTO PARTS	COMPRESSION FITTING 2 PC	3.07
CONSTELLATION ENERGY SERVICES INC	ENERGY USAGE	22,282.40
MCLEAN COUNTY ASPHALT	COLD MIX ASPHALT	480.06
MIDWEST CONSTRUCTION RENTALS	CHAIN SAW REPAIR	60.83
MIDWEST EQUIPMENT II	SPUR SPROCKET	27.81
MSC INDUSTRIAL SUPPLY CO INC	5GL DRUM CLEANING SOLVENT	125.99
TRAFFIC SIGN STORE	SIGN-CAUTION BUMP	56.50
General Fund	Public Works	Streets - Total
		23,036.66

General Fund Public Works Waste Removal

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ADS OF BLOOMINGTON	TRANSF.STATION FEES-JAN21	36,835.71
HENSON DISPOSAL INC	C & D DISPOSAL	8,274.58
MENARDS	FURNO 500 HEAT GUN	39.00
MIDWEST FIBER INC	SINGLE STRM RECYCLE-JAN21	20,094.07
MORRIS AVENUE GARAGE	STATE TRUCK INSPECT.-A24	35.00
RED WING SHOE STORE	BOOTS-EDWARDS,CASALI,STOR	450.00
General Fund	Public Works	Waste Removal - Total
		65,728.36

General Fund Parks & Recreation Parks Maintenance

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ADVANCE AUTO PARTS	GEAR OIL-BATWING MOWR R77	39.98
ADVANCE AUTO PARTS	SNOW PLOW FLUID	108.72
AIRGAS USA, LLC.	WELDING TANK RENTAL	20.48
CAPITOL GROUP, INC	FITTINGS FOR SHOP REMODEL	130.65
CAPITOL GROUP, INC	PLUMBING SUPPLIES	58.64
CCP INDUSTRIES INC	DISINFECTANTS-COVID	946.78
CONSTELLATION ENERGY SERVICES INC	ENERGY USAGE	2,710.03
CONSTELLATION NEW ENERGY-GAS	ENERGY USAGE	1,093.85
CRESCENT ELECTRIC SUPPLY CO	BARN LABEL MAKER	114.60
D & K PRODUCTS	INSECTICIDE	575.93
DON OWEN TIRE SERVICE	JD GATOR TIRES	290.00
DON OWEN TIRE SERVICE	T-5 TRAILER TIRES	268.00

Report to Receive and File Town of Normal Expenditures for Payment as of 02/11/2021-02/24/2021

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>	
DON OWEN TIRE SERVICE	TIRES-R40	138.00	
DON OWEN TIRE SERVICE	TRAILER TIRES	266.10	
FASTENAL COMPANY	MOWER REPAIR PARTS	6.68	
FASTENAL COMPANY	PARTS-SMALL ENGINE REPAIR	21.59	
GROWING GROUNDS	INSECTICIDE/SAW BLADE	36.52	
ILLINOIS PORTABLE TOILETS	FV SHOP PORTA POT RENTAL	49.00	
ILLINOIS PORTABLE TOILETS	PORTABLE TOILET RENT-P&R	1,590.00	
MARTIN	JD GATORS-SERVICE PARTS	71.08	
MATHIS KELLY CONSTRUCTION	HR MOWER REPAIR PARTS-R40	14.39	
MENARDS	MISC.SUPPLIES- P & R	1,630.46	
MIDWEST CONSTRUCTION RENTALS	JACK HAMMER RENTAL	70.00	
MIDWEST EQUIPMENT II	R-40 MOWER TIRES	391.00	
MIDWEST EQUIPMENT II	SCAGG MOWER-DECK ROLLER	51.48	
MOTION INDUSTRIES INC	BATWING MOWER REPAIR KIT	82.89	
MTI DISTRIBUTING INC	BALL JOINT	300.23	
MTI DISTRIBUTING INC	MOWER-TIE ROD	479.71	
NICOR GAS	ENERGY USAGE	802.73	
NORD OUTDOOR POWER CORP	R30-2 KUBOTA MOWER TIRES	340.48	
PRAXAIR DISTRIBUTION INC	WELDING TANK	49.22	
QUALITY TRUCK & EQUIPMENT CO	BLADE GUIDES-MOWER REPAIR	45.98	
QUALITY TRUCK & EQUIPMENT CO	R13 PLOW REPAIR-RAM ASSY	282.85	
REDNECK INC	TRAILER LIGHTS	19.75	
REDNECK INC	TRAILER PARTS FOR BT-2	158.82	
REDNECK INC	TRAILER REPAIR PARTS	262.54	
General Fund	Parks & Recreation	Parks Maintenance - Total	13,519.16

General Fund Parks & Recreation Rec.- Before/After School

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>	
S & S WORLDWIDE INC	BSRP/ASRP SUPPLIES	1,134.74	
General Fund	Parks & Recreation	Rec.- Before/After School - Total	1,134.74

General Fund Parks & Recreation Aquatics

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>	
AIRGAS USA, LLC.	CO2 TANK RENTAL-AAC	180.48	
AIRGAS USA, LLC.	CO2 TANK RENTAL-FFAC	270.72	
CONSTELLATION ENERGY SERVICES INC	ENERGY USAGE	1,330.51	
CONSTELLATION NEW ENERGY-GAS	ENERGY USAGE	1,861.61	
General Fund	Parks & Recreation	Aquatics - Total	3,643.32

Report to Receive and File Town of Normal Expenditures for Payment as of 02/11/2021-02/24/2021

General Fund Parks & Recreation Golf Course

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
COMCAST CORPORATION	CABLE SERVICE	9.95
CONSTELLATION NEW ENERGY-GAS	ENERGY USAGE	798.47
General Fund Parks & Recreation Golf Course	- Total	808.42

General Fund Parks & Recreation Golf Course Maintenance

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ADVANCE AUTO PARTS	MOTOR OIL	36.78
CONSTELLATION NEW ENERGY-GAS	ENERGY USAGE	544.32
D & K PRODUCTS	GOLF COURSE CHEMICALS	6,776.00
DON OWEN TIRE SERVICE	TIRES	116.50
E-Z-GO	ROLLERS FOR REELS	442.53
HICKSGAS BLOOMINGTON INC	PROPANE	183.83
MENARDS	MISC.SUPPLIES- P & R	30.58
MIDWEST EQUIPMENT II	FILTERS FOR TRIMMERS	55.11
General Fund Parks & Recreation Golf Course Maintenance	- Total	8,185.65

General Fund Parks & Recreation Recreation/Performing Art

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
JENNIFER CALDWELL	INSTRUCTOR FEE-ART PROGRM	180.00
VALERIE SUE COOPRIDER	PICASSO CLASS-70% INSTRUC	227.50
General Fund Parks & Recreation	Recreation/Performing Art - Total	407.50

General Fund Parks & Recreation Recreation/Special Events

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
MENARDS	MISC.SUPPLIES- P & R	228.21
General Fund Parks & Recreation	Recreation/Special Events - Total	228.21

General Fund Parks & Recreation Community Activity Center

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
CONSTELLATION ENERGY SERVICES INC	ENERGY USAGE	580.33
CONSTELLATION NEW ENERGY-GAS	ENERGY USAGE	1,329.24
General Fund Parks & Recreation	Community Activity Center - Total	1,909.57

Library Fund

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ILLINOIS DEPARTMENT OF REVENUE	SALES TAX PAYMENT	4.99
KROGER-INDY CUSTOMER CHARGES	PATRON DONATION TO STAFF	250.95
Library Fund	- Total	255.94

Library Fund Library Administration

Report to Receive and File Town of Normal Expenditures for Payment as of 02/11/2021-02/24/2021

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ACE HARDWARE	LED TAP LIGHT,CARWAX,ADPT	73.18
BAKER & TAYLOR COMPANIES	ADULT BOOKS	729.79
BAKER & TAYLOR COMPANIES	ADULT BOOKS-23	368.34
BAKER & TAYLOR COMPANIES	ADULT BOOKS-50	739.33
BAKER & TAYLOR COMPANIES	ADULT FICTION BOOKS	67.35
BAKER & TAYLOR COMPANIES	CHILDREN'S BOOKS	533.74
BAKER & TAYLOR COMPANIES	YA BOOKS	295.74
BAKER & TAYLOR CONTINUATION	REFERENCE BOOKS	228.08
BRODART COMPANY	ADULT BOOK	13.89
BRODART COMPANY	ADULT BOOK-THE STAND	14.60
BRODART COMPANY	ADULT BOOKS	26.19
CAPSTONE	RENEWAL TO PEBBLEGO	1,299.00
CENGAGE LEARNING INC	CREDIT	-71.97
CENGAGE LEARNING INC	FEB BASIC 8 PLAN	202.42
CENGAGE LEARNING INC	FEB CHRISTIAN FIC-4 PLAN	97.46
CENGAGE LEARNING INC	FEB CORE 8 PLAN-9	233.16
CENGAGE LEARNING INC	LARGE PRINT BOOKS-4	90.74
CENTER POINT LARGE PRINT	LARGE PRINT BOOKS-8	182.16
CONSTELLATION ENERGY SERVICES INC	ENERGY USAGE	1,919.29
DEMCO INC	LABEL SUPPLIES	596.40
EBSCO SUBSCRIPTION SERVICES	ANNL.MAGAZINE SUBSCRIPTNS	8,138.45
EBSCO SUBSCRIPTION SERVICES	CREDIT	-102.72
EBSCO SUBSCRIPTION SERVICES	CREDIT-PUBLICATION DISCON	-25.95
EDUCATIONAL DEVELOPMENT CORPORATION	CHILDRENS'S BOOKS-7	73.93
ELM USA INC	YELLOW&GREEN PAD/COMPOUND	334.95
FINDAWAY WORLD LLC	CHILDREN'S AV-6	255.69
FINDAWAY WORLD LLC	PLAYAWAYS-1	67.49
HEARTLAND PARKING INC	SNOW REMOVAL 2/10,2/11/21	245.00
HEARTLAND PARKING INC	SNOW REMOVAL 2/5-2/9/21	301.00
HEARTLAND PARKING INC	SNOW REMOVAL-1/31-2/1/21	129.00
INTERNATIONAL PLASTICS	WHITE BAGS-500/CS-5 CASES	459.94
KROGER-INDY CUSTOMER CHARGES	MISC.SUPPLIES-7 TICKETS	151.13
MENARDS	MISC.SUPPLIES-NPL	42.29
MENARDS	TOWER CHARGER	38.98
MIDWEST TAPE	AUDIO BOOKS-2	24.98
MILLER JANITOR SUPPLY	DISINFECTANT WIPES	127.95
MILLER JANITOR SUPPLY	ICE MELT	187.80

Report to Receive and File Town of Normal Expenditures for Payment as of 02/11/2021-02/24/2021

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
NICOR GAS	ENERGY USAGE	1,182.16
REACHING ACROSS IL LIBRARY SYSTEM	MOVIE LICENSE THRU 12/22	630.00
ULVERSCROFT LARGE PRINT BOOKS	LP BOOKS-MARCH RELEASES-4	67.52
UNIQUE MANAGEMENT SERVICES INC	PLACEMENTS-6	53.70
VALUE LINE PUBLISHING INC	14 MONTHS RENEWAL	7,200.00
WALMART COMMUNITY BRC	MISC.SUPPLIES-NPL	21.86
WATTS COPY SYSTEMS, INC.	COPIES-B/W,COLOR	148.18
WATTS COPY SYSTEMS, INC.	COPIES-BW/COLOR	4.20
ZOOBEAN INC	UPGRADE-SOFTWARE & LICENSE	300.00
Library Fund	Library Administration - Total	27,696.42

Library Replacement Fund Library Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
DELL MARKETING LP	8COMPUTERS/PRIVACY SCREEN	10,244.91
Library Replacement Fund	Library Administration - Total	10,244.91

Community Development Fd Community Development Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ALEXANDER LUMBER COMPANY	AMBUCS ACCESSIBILITY RAMP	1,789.37
Frontier Title Company	DOWNPAY ASSIST-J. NEYLON	3,000.00
HABITAT FOR HUMANITY MCLEAN CO	HABITAT FOR HUMANITY / HO	2,295.00
MCLEAN CO REG PLANNING COMM	CDBG FY2021	5,658.49
MID CENTRAL COMMUNITY ACTION	2.1-2.12 PAY PERIOD	1,530.00
MID CENTRAL COMMUNITY ACTION	COVID19 FUNDING MCCA DIRE	50,000.00
PRAIRIE STATE LEGAL SERVICES, INC.	LEGAL SVS-QTR3-10/1-12/31	2,693.83
UNIVERSITY OF ILLINOIS	UNITY COMMUNITY CENTER	9,350.00
Community Development Fd	Community Development Administration - Total	76,316.69

Capital Investment Fund Other-Capital Investment Capital Investment

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
WSP USA INC	ENGINEERING SRVS-16950A	16,135.47
Capital Investment Fund	Other-Capital Investment Capital Investment - Total	16,135.47

2014 Bond Fund Finance Financial Services

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
U.S. BANK	2014 BOND SERVICE FEES	750.00
2014 Bond Fund	Finance Financial Services - Total	750.00

2010A Recovery Bond Fund Finance Financial Services

Report to Receive and File Town of Normal Expenditures for Payment as of 02/11/2021-02/24/2021

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
U.S. BANK	2010A SERVICE FEE	750.00
2010A Recovery Bond Fund Finance	Financial Services - Total	750.00

Water Fund

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
3 T PROPERTIES, LLC	REFUND/119 EASTVIEW DR	7.80
HOWARD, PATRICK	REFUND/1709 ROCKINGHAM E	9.21
WATER PRODUCTS CO OF ILLINOIS	6" HYDRA-STOP	2,900.00
WATER PRODUCTS CO OF ILLINOIS	CURB BOX METAL COMPLETE	2,525.00
WATER PRODUCTS CO OF ILLINOIS	INVENTORY SUPPLIES	692.00
WATER PRODUCTS CO OF ILLINOIS	SERVICE SADDLE 18 X 1 1/2	156.20
WATER PRODUCTS CO OF ILLINOIS	TAPPING SLEEVE/VALVE	1,865.00
Water Fund	- Total	8,155.21

Water Fund Water Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
DIGITAL COPY SYSTEMS LLC	COPIES-COLOR/BW	105.09
ILLINOIS SECTION AWWA	LEAD/COPPER TRAING-ALWARD	36.00
ILLINOIS SECTION AWWA	SPRING TRAINING-BURKHART	22.00
OFFICE DEPOT INC	OFFICE SUPPLIES-WATER	50.69
SUPERION LLC	TRANSACTION MGR-JAN 2021	343.59
Water Fund Water Administration	- Total	557.37

Water Fund Water Treatment

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ACE HARDWARE	MISC.SUPPLIES-WTP	79.10
AIR PRODUCTS AND CHEMICALS INC	CARBON DIOXIDE LIQUID	2,167.14
ALLIED ELECTRONICS INC	TOTALIZER/AC/DC, 2-HOLE	31.57
BLACKLINE SAFETY CORP.	SERVICE MONITOR W/VOICE	1,150.84
CINTAS CORPORATION #396	DUST MOP,TOWELS,MATS	53.16
CINTAS CORPORATION #396	DUST MOP/TOWELS/MATS	26.58
CLARK DIETZ INC	WELL NO 21 DESIGN	1,666.25
CONSTELLATION ENERGY SERVICES INC	ENERGY USAGE	19,436.50
CONSTELLATION NEW ENERGY-GAS	ENERGY USAGE	1,943.04
CRAWFORD, MURPHY, & TILLY, INC.	RISK/RESILIENCE ASSESSMNT	6,315.00
Dan Jackson	WORK JEANS - DAN JACKSON	99.97
DRYDON EQUIPMENT INC	BREDEL 50 PUMP HOSE/LUBE	2,861.14
DRYDON EQUIPMENT INC	BREDEL 50-HOSE CLMP,ORING	381.80
GA RICH & SONS INC	INSTALL ROTARY VALVE/FAB	4,494.18

Report to Receive and File Town of Normal Expenditures for Payment as of 02/11/2021-02/24/2021

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
GRAINGER INC	MOTOR,WALL HEATER	115.90
HILL & HILL PLUMBING & HEATING INC	TESTED RPZ-FEED BYPASS	125.00
ILLINOIS SECTION AWWA	IEPA TRAINING-T.SCHEIRER	36.00
ILLINOIS SECTION AWWA	METERS & METER TRAINING	60.00
ILLINOIS SECTION AWWA	REGULATORY TRAINING-TYLER S	22.00
KIRBY RISK ELECTRICAL SUPPLY	700-HR DIAL TIMING RELAY	130.66
MENARDS	3 PLY MASK 50PK	39.96
MENARDS	5MTAPE,PIN,WHEEL CHOCKS	37.69
MENARDS	CREDIT FOR UTILITY PUMP	-79.99
MENARDS	GUTTER CONNECTOR,UTIL.PMP	93.42
MENARDS	IRON SUMP PUMP,BUSHING	111.08
MENARDS	PVC DR STOP,TRIM	48.24
MENARDS	RAIN SUIT,WORK GLOVE,TAPE	53.91
MENARDS	SAFETY RAIN SUIT	59.98
MENARDS	TARP STRAPS,AJAX,SMTH BRD	76.56
MISSISSIPPI LIME COMPANY	QUICKLIME	14,875.48
MOTION INDUSTRIES INC	ROLLER CHAIN/SPRING CLIP	89.85
NICOR GAS	ENERGY USAGE	230.53
OFFICE DEPOT INC	BATTERY BACKUP	127.48
SIDENER ENVIRONMENTAL SERVICES INC	YOKE	1,085.20
VIKING CHEMICAL COMPANY	CHLORINE	1,780.00
VIKING CHEMICAL COMPANY	SODIUM CHLORITE FOR WT	3,818.40
WATER PRODUCTS CO OF ILLINOIS	4" FL BOLT & NUT PACK	13.00
Zack Blick	ZACH BLICK - WORK PANTS	73.88
Water Fund	Water Treatment - Total	63,730.50

Water Fund Water Distribution

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ACE HARDWARE	MISC.SUPPLIES-WTP	11.13
CCP INDUSTRIES INC	FOAM UP/FREIGHT	74.48
CCP INDUSTRIES INC	JUMBO ROLL/GLASS CLEANER	333.76
CONSTELLATION ENERGY SERVICES INC	ENERGY USAGE	256.94
CONSTELLATION NEW ENERGY-GAS	ENERGY USAGE	772.74
EVERGREEN FS INC.	FUEL-700 EAST PINE ST	976.92
FASTENAL COMPANY	RIDGE BOLT CUTTER	108.11
FERGUSON WATERWORKS	UME 3 T/F PC USG	3,109.16
MARTIN	GATE TRACK,SALT/SAND KNOB	114.44
MARTIN EQUIPMENT OF IL INC	WINDOWPAIN REPLACE	871.25

Report to Receive and File Town of Normal Expenditures for Payment as of 02/11/2021-02/24/2021

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
MCLEAN COUNTY ASPHALT	COLD MIX ASPHALT	1,409.94
MENARDS	CARR BOLT 3PC	7.88
MENARDS	CARTRIDGE FILTER	9.88
MENARDS	COMBO PUSHER/SHOVEL	21.98
MENARDS	MISC. SUPPLIES-WATER	91.53
MENARDS	PROPANE CYLINDER,ADAPTER	32.89
MENARDS	WEDGE ANCHORS/COPPER STRP	9.18
MENARDS	ZINC THREAD WOOD HANDLE	4.98
Noah Wyatt	NOAH WYATT - WORK BOOTS	150.00
RED WING SHOE STORE	BOOTS-B.FREITAG	150.00
REDNECK INC	TRAILER CONNECTOR	5.57
WATER PRODUCTS CO OF ILLINOIS	6 MJ CAP C153	196.00
WATER PRODUCTS CO OF ILLINOIS	MEDALLION 6" EXTENSION	575.00
WATER PRODUCTS CO OF ILLINOIS	MEGA LUG 6"-NON-INVENTORY	283.00
WATER PRODUCTS CO OF ILLINOIS	RISER,VALVE BOX	369.00
Water Fund	Water Distribution - Total	9,945.76

Water Capital Investment Water Capital Investment

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
CRAWFORD, MURPHY, & TILLY, INC.	CENTER ST WATERMAIN PROJ.	380.00
CRAWFORD, MURPHY, & TILLY, INC.	CLARIFIER NO 1 REHAB	7,185.00
CRAWFORD, MURPHY, & TILLY, INC.	ENG.SERVS-COLLEGEAVE STDY	10,030.00
CRAWFORD, MURPHY, & TILLY, INC.	W SIDE BOOSTR STA GEN REP	4,634.85
CRAWFORD, MURPHY, & TILLY, INC.	WATERMAIN REPL-RUSTON/OAK	10,395.10
FARNSWORTH GROUP	BOOSTER PMP STATION REPLC	7,249.00
RP COATINGS INC	WTP-RECARB BASIN #1	7,400.00
Water Capital Investment	Water Capital Investment - Total	47,273.95

Sewer Fund Sewer Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ACE HARDWARE	BATTERY 3V PK	8.09
CONSTELLATION ENERGY SERVICES INC	ENERGY USAGE	606.99
CUMMINS CROSSPOINT	FRANKLIN HEIGHTS ONAN SRV	1,263.18
CUMMINS CROSSPOINT	N BRIDGE GODWIN PUMP MAIN	888.64
CUMMINS CROSSPOINT	N.BRIDGE-CAT PUMP MAINT.	1,263.17
EVOQUA WATER TECHNOLOGIES LLC	ODOR CONTROL-3 LOC JAN21	900.00
MENARDS	3FT LIGHTENING USB CABLE	29.97
MENARDS	TORCH KITS	30.43
Sewer Fund	Sewer Administration - Total	4,990.47

Report to Receive and File Town of Normal Expenditures for Payment as of 02/11/2021-02/24/2021

Storm Water Mgmt Fund Stormwater Management Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
MCLEAN CO SWCD	WATERSHED PROG.2019-2020	10,000.00
Storm Water Mgmt Fund Stormwater Management Administration - Total		10,000.00

Storm Water Mgmt Fund Stormwater Management Capital

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
FASTENAL COMPANY	AERATOR PARTS	738.24
FASTENAL COMPANY	MATERIALS FOR AERATORS	514.83
Storm Water Mgmt Fund Stormwater Management Capital - Total		1,253.07

Health & Dental Ins Fund Administration - City Mgr Health Insurance

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
STANDARD INSURANCE COMPANY	MONTHLY BENEFITS-LIFE INS	7,738.52
VSP	EMPLOYEE BENEFITS	1,951.21
VSP	EMPLOYEE BENEFITS C-COBRA	9.89
VSP	EMPLOYEE BENEFITS-PLAN C	1,676.65
Health & Dental Ins Fund Administration - City Mgr Health Insurance - Total		11,376.27

Gen Veh Replacement Fund Innovation & Technology Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
DELL MARKETING LP	KEYBOARD FOR LATITUDE7200	269.98
Gen Veh Replacement Fund Innovation & Technology Administration - Total		269.98
Overall - Total		674,927.00



Town Council Action Report

March 1, 2021

Motion to Accept a Proposal for Auditing Services by Lauterbach & Amen, LLP For an Additional Two-Year Term

Prepared By: Andrew Huhn, Director of Finance

Reviewed By: Pamela S. Reece, City Manager
Eric Hanson, Assistant City Manager

Staff Recommendation: Approval

Attachments: None

Community Impact: Auditing is an essential and mandatory review of government financial records. Extending auditor services for two years supports continued comprehensive review of Town financial reporting in a timely manner, providing objective review and promoting citizen confidence in the Town’s records.

Budget Impact: Fiscal Year 2021-22 projected budget includes funds for auditing services sufficient to meet the proposed cost.

Strategic Alignment:



Town Council Action Report

Background:

Lauterbach & Amen (L&A), LLP was approved by Council to perform auditing services for the Town and Normal Public Library for five years beginning in FY2016-17. The upcoming FY2020-21 audit marks the final year of this five-year contract. Upon approval of the original contract, Council also approved the option to extend the contract for another two years. Staff has been extremely pleased with the quality of the auditing services provided and recommends that the contract with L&A be extended for another two-year term.

Discussion:

A high level of specialized expertise is needed to perform a quality audit for a local government. L&A specializes exclusively in the government sector and has a deep knowledge of Illinois governments and the numerous financial and compliance matters facing a municipality. Jamie Wilkey has served as the engagement partner on the Town's audit. She, along with her team, has provided outstanding auditing services to the Town and Normal Public Library. They are very responsive to our needs and have met all deadlines.

The Town has extended the contract with an existing audit firm before, and it is not uncommon for municipalities to extend their audit contracts upon satisfactory performance. At a time when the Town's resources are stretched thin due to the COVID-19 crisis, staff believes keeping the same audit firm for another two years is in the Town's best interest. This will allow us to devote key resources to working through the many challenges brought on by COVID-19. With their expertise and exceptional customer service, Jamie and her team will be able to deliver the same quality services as provided before.

Fees for the March 31, 2022 and March 31, 2023 audits will be as follows:

	March 31, 2022	March 31, 2023
Audit	\$44,560	\$45,670
Single Audit, if required	\$3,900	\$4,000
Total	\$48,460	\$49,670

Staff recommends an additional two years with Lauterbach & Amen.

Keywords: Audit services, Lauterbach & Amen, LLP



Town Council Action Report

March 1, 2021

Resolution Approving an Amendment to the Community Development Block Grant Program’s 2020-2024 Consolidated Plan & 2020-2021 Action Plan

Prepared By: Taylor Long, Associate Planner

Reviewed By: Pamela S. Reece, City Manager
 Brian Day, Corporation Counsel
 Mercy Davison, Town Planner

Staff Recommendation: Approval

Attachments: Proposed Resolution

Community Impact: The primary objective of the Community Development Block Grant (CDBG) program is to develop viable communities through the provision of decent housing, suitable living environments and expanded economic opportunities for low-to-moderate-income and underserved individuals and families. Presently, all the Town’s CDBG-CV (Coronavirus) funds have been used for housing assistance, helping individuals and families remain in their homes during a time of financial crisis.

Creating the housing assistance program with local partners created new, and strengthened existing, relationships between local government and private-sector stakeholders. These partnerships better position the Town to respond to new challenges if and when they arise.

Budget Impact: \$335,359 in CDBG-CV funds are available in Line 224-5010-463.30-40

Strategic Alignment:



[Consolidated Plan 2020-2024](#)
[Comprehensive Plan – Housing Chapter](#)

Town Council Action Report

Background:

As an Entitlement Community receiving an annual allocation of Community Development Block Grant (CDBG) funds from the United States Department of Housing and Urban Development (HUD), the Town of Normal received special CDBG-CV (Coronavirus) funds as part of the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act. These funds are to be solely used to prevent, prepare for, and respond to Coronavirus (COVID-19) locally.

The Town of Normal has received two allocations of CDBG-CV funds from HUD.

1. **March 2020 allocation of \$246,067:** In July 2020, the Town Council approved using \$100,000 for direct housing assistance based on demonstrated community need (Res. No. 5786). In December 2020, the Town Council approved allocating the remaining amount toward direct housing assistance (Res. No. 5827). These actions also required the revision of the Town's 2020-2024 Consolidated Plan and Program Year 2020-2021 Annual Action Plan (Res. No. 5785).
2. **September 2020 allocation of \$335,359:** These funds have remained unspent as Town staff has continued to administer the original housing assistance program in partnership with area service providers. During this time, Town staff has worked with these service providers to continue assessing local needs to determine how best to allocate the September 2020 allocation.

To date, the Town has worked in partnership with Mid Central Community Action (MCCA) to disburse more than \$60,000 in CDBG-CV funds to 44 income-qualified households. An additional 30+ applications are currently under review, with new requests for information and applications being fielded daily.

Through December, disbursing CDBG-CV funds to eligible applicants' housing and utility providers proceeded slower than originally expected. Staff believes this was likely due to the continuing, statewide moratorium on evictions and the absence of utility shutoffs during the winter months. At this time, the statewide eviction moratorium has been extended through March 6, 2021, and the federal moratorium expires on March 31, 2021. However, with the inevitable end of the eviction moratorium on the horizon – and the likelihood that utilities will start to shut off services due to non-payment when winter ends – the rate of inquiries has been increasing significantly since Jan. 1.

In addition, funding sources available to Normal residents for assistance are nearly or completely depleted at this time, including MCCA's COVID-19 housing assistance program.

Furthermore, the regular emergency assistance funding typically offered by Normal Township is not specific to the pandemic and has strict requirements that make funds unavailable to many who are only recently income-qualified due to the pandemic's economic impacts. For these reasons, the Town's CDBG-CV funds are the most readily available source of housing assistance for the greatest number of Normal residents who are, or may come to be, in need this spring and summer.

Research recently conducted by the McLean County Regional Planning Commission (MCRPC) as part of its role in the United Way of McLean County's Housing Assistance Coalition shows an estimated demand

Town Council Action Report

for approximately \$73,500 per month in rent and utility assistance in Normal due to the pandemic. This equates to \$661,500 of estimated assistance that has likely accumulated over the past nine months.

Discussion:

Given the estimated need for direct housing assistance and the desire to avoid evictions wherever possible, on February 1, Town staff presented to the Town Council a recommendation to utilize the entire second allocation of CDBG-CV funds (\$335,359) for direct housing assistance. To move forward with this recommendation, the Town's existing 2020-2024 Consolidated Plan, and incorporated 2020-2021 Action Plan, must be amended to show the utilization of these CDBG-CV funds for housing assistance.

Per the CDBG Program's Citizen Participation Plan, this proposed amendment was made available for public review and comment on the Town's website beginning February 4. An 18-day comment period, ending on February 21, was advertised, and [a virtual public hearing](#) was held from 6 to 7 p.m. on February 10 to solicit comments. To date, no public comments have been submitted to Town staff.

With the required public participation process concluded, it would now be appropriate for the Town Council to formally approve the amendment so that the \$335,359 may be used for direct housing assistance.

If conditions change – for example, if new sources of housing assistance become available at the state level – it would be possible for the Town Council to re-allocate remaining funds in the future for other COVID-related programs.

For these reasons, Town staff recommends the Town Council approve the resolution to amend the CDBG 2020-2024 Consolidated Plan and 2020-2021 Annual Action Plan to expend the second round of CDBG-CV funds on direct housing assistance.

Keywords: Community Development Block Grant; CDBG; COVID-19

RESOLUTION NO. _____

A RESOLUTION APPROVING AN AMENDMENT TO THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM'S 2020-2024 CONSOLIDATED PLAN & 2020-2021 ACTION PLAN

WHEREAS, As part of the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act, the Town has been notified by the U.S. Department of Housing and Urban Development that it will be receiving an additional allocation of CDBG-CV (Coronavirus) funds for Program Year 2020-2021 in the amount of \$335,359.

WHEREAS, The new allocation of funds necessitates a substantial amendment to the 2020-2024 Consolidated Plan and Program Year 2020-2021 Action Plan reflecting its proposed use for pandemic-related housing assistance.

WHEREAS, The CDBG Program's Citizen Participation Plan requires that a public comment period and public hearing be held for any substantial amendment to a consolidated or annual action plan.

WHEREAS, The Town initiated an 18-day public comment period for this amendment on February 4, 2021, and it held a public hearing over Zoom on Wednesday, February 10, 2021.

WHEREAS, It is in the best interests of the health, safety and welfare of the citizens of Normal to approve the amendment to the 2020-2024 Consolidated Plan and Program Year 2020-2021 Action Plan.

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

SECTION 1. That an amendment to the 2020-2204 Consolidated Plan and 2020-2021 Action Plan be made reflecting the use of \$335,359 in CDBG-CV funding for pandemic-related housing assistance, i.e., the Town's COVID-19-Related Housing Assistance Program.

SECTION 2. That this amendment be reflected in the following sections of the 2020-2024 Consolidated Plan and Program Year 2020-2021 Action Plan:

2020-2024 Consolidated Plan: SP-25 Priority Needs
SP-35 Anticipated Resources
SP-45 Goals Summary

2020-2021 Action Plan: AP-15 Expected Resources
AP-20 Annual Goals and Objectives
AP-38 Project Summary

SECTION 3. That Town Staff is authorized to file the substantial amendment to the 2020-2024 Consolidated Plan and Program Year 2020-2021 Action Plan with the U.S. Department of Housing and Urban Development, Office of Community Planning and Development.

ADOPTED this _____ day of _____, 2021.

APPROVED:

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

ATTEST:

Town Clerk
(seal)



Town Council Action Report

March 1, 2021

Resolution to Accept Bids and Award a Contract to J.G. Stewart Contractors, Inc. for the 2021 Miscellaneous Sidewalk Improvements – 50/50 Sidewalk & ADA Ramps Project in the Amount of \$523,338.90

Prepared By: Ryan Otto, City Engineer

Reviewed By: Pamela S. Reece, City Manager
Brian Day, Corporation Counsel

Staff Recommendation: Approval

Attachments: Proposed Resolution, Bid Tabulation

Community Impact: The 2021 sidewalk program will repair deteriorated sidewalks, construct sidewalk extensions, and improve ADA ramps throughout the Town to improve accessibility and connectivity.

Budget Impact: Funding is available in line items: Roadway Fund (370-7220-441.27-70) and CDBG Fund (224-5010-463.27-70)

Strategic Alignment:



[Comprehensive Plan – Infrastructure & Public Safety](#)

Town Council Action Report

Background:

This project includes the 50/50 sidewalk program, miscellaneous sidewalk repairs, construction of new sidewalks to improve connectivity, and various ADA ramp improvements. The work is located at various locations throughout the Town. Sidewalk repair and construction locations will be identified by Engineering staff and assigned to the contractor throughout the contract period.

Work included under this contract consists of sidewalk and driveway pavement removal, construction of concrete sidewalk and ADA ramps at various locations, driveway pavement repair, sidewalk vertical displacement repair and other necessary items required to complete the assigned work.

In addition to this annual sidewalk repair contract, the Town plans to complete sidewalk improvements on the west side of Landmark Drive as part of a separate project and contract to be bid later this spring.

The Bid Call was advertised through the Town's email list service on February 4, 2021. Subscribers to the list service include local and regional contractors, construction plan rooms and engineering professionals. A Bid Call for the project was also advertised on February 4, 2021, in the Normalite. A pre-bid meeting was conducted via Microsoft Teams meeting on Thursday, February 11, 2021.

Discussion:

Bids for the 2021 Miscellaneous Sidewalk Improvements - 50/50 Sidewalk and ADA Ramps project were received, opened and read at 10:30 a.m. on Thursday, February 18, 2021. Five bids were received.

A summary of the bids is shown below. The complete bid tabulation is attached.

J.G. Stewart Contractors, Inc. Bloomington, IL	\$523,338.90	Low Bid
George Gildner, Inc. Bloomington, IL	\$538,175.00	
SNC Construction Gibson City, IL	\$710,059.60	
Opperman Construction Pontiac, IL	\$834,900.00	
Otto Baum Co. Morton, IL	\$869,243.95	

Town Council Action Report

Engineering has reviewed the bid documents and found them to be acceptable. Engineering recommends awarding a contract to J.G. Stewart Contractors, Inc. at the bid amount of \$523,338.90.

Sidewalk improvements are expected to begin in April and continue through the fiscal year as project and repair locations are assigned to the contractor.

Keywords: Sidewalk, J.G. Stewart, ADA

RESOLUTION NO. _____

RESOLUTION TO ACCEPT BIDS AND AWARD A CONTRACT TO J.G. STEWART CONTRACTORS, INC. FOR THE 2021 MISCELLANEOUS SIDEWALK IMPROVEMENTS – 50/50 SIDEWALK AND ADA RAMPS PROJECT IN THE AMOUNT OF \$523,338.90

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, Various sidewalks throughout the Town are in need of repair, construction, and improvement; and

WHEREAS, The Town seeks to conduct a sidewalk project, which would include the Town’s annual 50/50 sidewalk program, ADA ramp improvements, and miscellaneous sidewalk repair and construction; and

WHEREAS, Bids were received, opened, and read on February 18, 2021 for this project, and J.G. Stewart Contractors, Inc. submitted the lowest responsible bid; and

WHEREAS, It is in the best interests of the health, safety, and welfare of the citizens of Normal to award a contract to J.G. Stewart Contractors, Inc. for the sidewalk improvement project.

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

SECTION 1. That the Town accepts the bid of J.G. Stewart Contractors, Inc. for sidewalk construction and improvements, the Town’s 50/50 sidewalk program, and ADA ramp construction.

SECTION 2. That the President is authorized to execute, for and on behalf of the Town of Normal, a contract with J.G. Stewart Contractors, Inc. for the sidewalk improvement project. The contract must be in conformance with the bid submitted by J.G. Stewart Contractors, Inc.

SECTION 3. The Town Clerk is authorized and directed to attest the President’s signature on the contract and to retain a fully executed copy in her office for public inspection.

ADOPTED this ____ day of _____, 2021.

APPROVED:

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

ATTEST:

Town Clerk
(seal)

TOWN OF NORMAL, ILLINOIS

2021 Sidewalk Improvements-50/50 Sidewalk, ADA Ramps

BID TABULATION

February 18, 2021

				Engineer's Estimate		JG Stewart 2201 W. Oakland Ave. Bloomington, IL 61705 309-829-2964		George Gildner Inc. 2031 Ireland Grove Rd. Bloomington, IL 61704 309-663-8458		SNC Construction 496 N 600 E Rd. PO Box 305 Gibson City, IL 60936 217-579-4284		Opperman Construction 16535 N. 1650 East Rd Pontiac, IL 61764 815-848-3972		Otto Baum Co. Inc. 866 N. Main St. Morton, IL 61550 309-266-7114	
Item #	Item	Quantity	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	PCC Sidewalk Removal	30,000	SQ FT	\$2.75	\$82,500.00	\$2.31	\$69,300.00	\$2.36	\$70,800.00	\$2.33	\$69,900.00	\$2.00	\$60,000.00	\$2.51	\$75,300.00
2	Brick Sidewalk Removal	1,000	SQ FT	\$3.25	\$3,250.00	\$4.15	\$4,150.00	\$2.20	\$2,200.00	\$6.00	\$6,000.00	\$7.00	\$7,000.00	\$10.47	\$10,470.00
3	PCC Sidewalk – 4”	20,000	SQ FT	\$7.50	\$150,000.00	\$7.61	\$152,200.00	\$7.75	\$155,000.00	\$11.59	\$231,800.00	\$16.00	\$320,000.00	\$11.67	\$233,400.00
4	PCC Sidewalk – 6”	9,000	SQ FT	\$9.00	\$81,000.00	\$8.24	\$74,160.00	\$8.85	\$79,650.00	\$13.71	\$123,390.00	\$16.00	\$144,000.00	\$14.77	\$132,930.00
5	PCC Sidewalk, "Birdseed Mix" – 4”	450	SQ FT	\$12.00	\$5,400.00	\$12.86	\$5,787.00	\$12.90	\$5,805.00	\$20.13	\$9,058.50	\$16.00	\$7,200.00	\$23.24	\$10,458.00
6	PCC Sidewalk, "Birdseed Mix" – 6”	250	SQ FT	\$12.50	\$3,125.00	\$13.55	\$3,387.50	\$14.00	\$3,500.00	\$27.02	\$6,755.00	\$16.00	\$4,000.00	\$30.07	\$7,517.50
7	PCC Sidewalk/Driveway- Hi- Early Strength- 6"	2,000	SQ FT	\$9.25	\$18,500.00	\$8.45	\$16,900.00	\$8.95	\$17,900.00	\$14.19	\$28,380.00	\$16.00	\$32,000.00	\$19.59	\$39,180.00
8	PCC Sidewalk Special – 4”- New Sidewalk	1,000	SQ FT	\$11.00	\$11,000.00	\$8.66	\$8,660.00	\$9.55	\$9,550.00	\$30.88	\$30,880.00	\$16.00	\$16,000.00	\$22.42	\$22,420.00
9	PCC Sidewalk Special – 6”- New Sidewalk	1,300	SQ FT	\$11.50	\$14,950.00	\$9.35	\$12,155.00	\$10.65	\$13,845.00	\$27.13	\$35,269.00	\$16.00	\$20,800.00	\$22.99	\$29,887.00
10	Curb Removal for ADA Ramps (partial by saw cut)	200	Lin FT	\$35.50	\$7,100.00	\$26.20	\$5,240.00	\$25.00	\$5,000.00	\$35.56	\$7,112.00	\$16.00	\$3,200.00	\$25.41	\$5,082.00
11	Comb. Conc. Curb & Gutter Removal & Replacement, Special	800	Lin FT	\$68.25	\$54,600.00	\$61.90	\$49,520.00	\$59.85	\$47,880.00	\$50.24	\$40,192.00	\$78.00	\$62,400.00	\$111.73	\$89,384.00
12	Side Curbs for ADA Ramps	1,200	Lin FT	\$30.00	\$36,000.00	\$30.98	\$37,176.00	\$35.00	\$42,000.00	\$47.50	\$57,000.00	\$35.00	\$42,000.00	\$39.36	\$47,232.00
13	Detectable Warnings	1,000	SQ FT	\$26.25	\$26,250.00	\$26.15	\$26,150.00	\$26.25	\$26,250.00	\$3.00	\$3,000.00	\$35.00	\$35,000.00	\$27.96	\$27,960.00
14	Detectable Warnings, Cast Iron	100	SQ FT	\$35.00	\$3,500.00	\$49.50	\$4,950.00	\$35.00	\$3,500.00	\$25.00	\$2,500.00	\$110.00	\$11,000.00	\$55.64	\$5,564.00
15	Driveway Pavement Removal	100	SQ YD	\$24.15	\$2,415.00	\$19.11	\$1,911.00	\$23.00	\$2,300.00	\$36.60	\$3,660.00	\$20.00	\$2,000.00	\$85.62	\$8,562.00
16	PCC Pavement- 8"	100	SQ YD	\$83.15	\$8,315.00	\$80.55	\$8,055.00	\$76.00	\$7,600.00	\$135.72	\$13,572.00	\$130.00	\$13,000.00	\$134.60	\$13,460.00
17	Barrier Yard Curb, Special	80	Lin FT	\$35.00	\$2,800.00	\$47.78	\$3,822.40	\$50.00	\$4,000.00	\$98.92	\$7,913.60	\$100.00	\$8,000.00	\$83.68	\$6,694.40
18	PCC Sidewalk Special – (Retaining Wall)	50	Lin FT	\$53.70	\$2,685.00	\$31.45	\$1,572.50	\$60.00	\$3,000.00	\$284.55	\$14,227.50	\$250.00	\$12,500.00	\$492.96	\$24,648.00
19	Sidewalk Reinforcement, Special	50	SQ FT	\$3.50	\$175.00	\$3.10	\$155.00	\$2.40	\$120.00	\$2.00	\$100.00	\$16.00	\$800.00	\$37.70	\$1,885.00
20	Inlet Adjustment, Type 3 Frame & Grate	5	EACH	\$1,030.00	\$5,150.00	\$729.75	\$3,648.75	\$995.00	\$4,975.00	\$1,200.00	\$6,000.00	\$900.00	\$4,500.00	\$4,466.50	\$22,332.50
21	Type A Inlet Reconstruction, Type 3 Frame & Grate	5	EACH	\$1,900.00	\$9,500.00	\$1,674.75	\$8,373.75	\$2,360.00	\$11,800.00	\$1,808.00	\$9,040.00	\$1,000.00	\$5,000.00	\$7,797.51	\$38,987.55
22	Seeding, Class 1	7,000	SQ FT	\$2.00	\$14,000.00	\$2.42	\$16,940.00	\$2.00	\$14,000.00	\$0.50	\$3,500.00	\$2.00	\$14,000.00	\$1.23	\$8,610.00
23	Grinding Sidewalk, Special	250	IN-FT	\$34.00	\$8,500.00	\$36.50	\$9,125.00	\$30.00	\$7,500.00	\$3.24	\$810.00	\$42.00	\$10,500.00	\$29.12	\$7,280.00
TOTAL BID						\$550,715.00		\$523,338.90		\$538,175.00		\$710,059.60		\$834,900.00	\$869,243.95
						As Read	\$523,355.63								



Town Council Action Report

March 1, 2021

Resolution to Award the Bid for Water Main and Service Line Materials to Water Products Co, Bloomington, IL

Prepared By: John Burkhart, Director of Water

Reviewed By: Pamela S. Reece, City Manager
Noah Wyatt, Distribution Supervisor

Staff Recommendation: Approval

Attachments: Proposed Resolution; Bid Tabulation

Community Impact: Bidding materials for a one year period allows the Water Department to lock pricing in for parts and materials used daily. Water Department is also able to set pricing each year for service taps, main taps and hydrastops performed for developers/contractors. Consistent pricing is ensured to everyone during that time period.

Budget Impact: Funds in the amount of \$96,900 are budgeted in account number 502-8030-434.35-10 and funds in the amount of \$15,000 are budgeted in account number 502-8030-434.35-62 of the FY2021-22 Water Department Budget. The total cost will depend upon the actual quantities used over a one year period.

Strategic Alignment:



Town Council Action Report

Background:

The Water Distribution Division utilizes a large number of materials and supplies for water main, service installation and repair work. These materials include but are not limited to valves, hydrants, tapping valves, tapping sleeves, repair clamps, corporation stops, curb stops, copper tubing, curb boxes and valve boxes. All of these materials are purchased on an as-needed basis throughout the year. The department solicits competitive bids from area suppliers.

Due to the wide variety of materials used and the limited available storage space at the Water Distribution facility, not all of the materials that may be required are kept on hand at the Distribution facility. Given these storage constraints, it is very important that the supplier used for these materials provide timely delivery of supplies during emergencies as well as non-emergency situations. Bid specifications and forms were issued to six known water equipment and products suppliers in the central Illinois area.

The bid specifications were very detailed and required bidders to adhere to the following basic terms:

1. Provide guaranteed delivery times for stock and non-stock items.
2. Provide after-hour contacts and delivery times for emergency repair items.

The award is then based upon total cost and the ability to meet delivery lead-time and service guarantees and compliance with material specifications meeting the Water Department’s current standard materials list.

The quantities identified on the bid form are estimated based on past experience, and purchases will be on an as needed basis. The bid term is one year, April 1, 2021 to March 31, 2022.

The bid call was posted online, in the Normalite and was sent to six potential vendors.

Discussion:

Bids were opened on Friday, February 19, 2021 at 11:00 AM. Only one bidder, Water Products Co., responded to the request, and a detailed bid tabulation is included with this report. Overall, prices were up an average of 4.76% over FY2020-21.

As noted previously, bidders were notified in the bid documents that the award would be based upon the combination of product costs, product or material availability, delivery lead time, emergency response time, and compliance with Water Department specifications. Bidders were also required to complete and sign a guarantee of delivery and service form. A summary of the bidder’s response, including number of items bid, number of items in stock, delivery times, and emergency response information, is included below.

<u>Bidder</u>	<u>Items Bid</u>	<u>#of Items in Stock</u>	<u>Lead Time Stock Items</u>	<u>Lead Time Non-Stock</u>	<u>Emergency Response Time</u>
Water Products Co.	120 (all)	94	30-40 Min.	3 to 5 days	30 Minutes

Town Council Action Report

The Water Department has developed a good working relationship with Water Products Co. and determined them to be responsive in meeting day-to-day needs as well as emergency situations. Their bid included all requested items with just over 78% being in stock, and delivery and response times were deemed satisfactory. For these reasons, Town staff is recommending acceptance of the bid from Water Products Co. for water main and service line materials at the prices identified in their bid for the FY2021-22 year.

Keywords: Water Products, Water Main, Service Line Materials, Distribution

RESOLUTION NO. _____

RESOLUTION TO AWARD THE BID FOR WATER MAIN AND SERVICE LINE MATERIALS TO WATER PRODUCTS, CO., BLOOMINGTON, IL

- 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.
- WHEREAS, The Water Distribution Division uses various materials and supplies to install and repair water mains and service lines.
- WHEREAS, Due to the wide variety of materials and supplies, the Water Department purchases these materials on an as-needed basis and the Department needs a supplier who is able to provide timely delivery of the needed materials and supplies.
- WHEREAS, The Town solicited bids for a supplier of the materials and supplies, and Water Products Co. of Bloomington, Illinois was the sole responsible bidder.
- WHEREAS, It is in the best interests of the health, safety and welfare of the citizens of Normal to use Water Products Co. as the supplier of water main and service line materials and supplies.

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

SECTION 1. The Water Director or his designee is authorized to purchase water main and service line supplies from Water Products Co. in conformance with the bid submitted by Water Products Co.

ADOPTED this ____ day of _____, 2021.

APPROVED:

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

ATTEST:

Town Clerk
(seal)

----- Water Products -----

Description	Quantity	Unit	Price	Total Price	In Stock
3/4" Copper Pipe, Seamless	100	FT	\$ 4.25	\$ 425.00	YES
1" Copper Pipe, Seamless	600	FT	\$ 5.50	\$ 3,300.00	YES
1 1/2" Copper Pipe, Seamless	100	FT	\$ 8.50	\$ 850.00	YES
2" Copper Pipe, Seamless	200	FT	\$ 14.50	\$ 2,900.00	YES
Rigid Copper Pipe, 1 1/2" X 20'	60	FT	\$ 8.25	\$ 495.00	YES
Rigid Copper Pipe, 2" X 20'	60	FT	\$ 14.00	\$ 840.00	YES
3/4" Corporation Stop, AWWA/CC Thread, Compression	12	EA	\$ 49.20	\$ 590.40	YES
1" Corporation Stop, AWWA/CC Thread, Compression	50	EA	\$ 64.50	\$ 3,225.00	YES
1 1/2" Corporation Stop, AWWA/CC Thread, Compression	12	EA	\$ 145.00	\$ 1,740.00	YES
2" Corporation Stop, AWWA/CC Thread, Compression	12	EA	\$ 240.00	\$ 2,880.00	YES
3/4" Curb Stop, Flathead CTS Compression x CTS Compression	12	EA	\$ 67.50	\$ 810.00	YES
1" Curb Stop, Flathead CTS Compression x CTS Compression	50	EA	\$ 102.00	\$ 5,100.00	YES
1 1/2" Curb Stop, Flathead CTS Compression x CTS Compression	12	EA	\$ 243.00	\$ 2,916.00	YES
2" Curb Stop, Flathead CTS Compression x CTS Compression	12	EA	\$ 341.00	\$ 4,092.00	YES
Curb Box Complete, Arch Style, Erie Pattern, 1" Upper with Rod, with Two Hole Erie Pattern Lid	100	EA	\$ 68.00	\$ 6,800.00	YES
Curb Box Complete, Arch Style, Erie Pattern, Enlarged Base 1" Upper with Rod, with Two Hole Erie Pattern Lid	12	EA	\$ 83.00	\$ 996.00	YES
5 1/4" Adjustable Valve Box Lid Marked "Water"	50	EA	\$ 180.00	\$ 9,000.00	YES
Valve Box Stabilizer - Boxlok #BXLK-1	25	EA	\$ 30.00	\$ 750.00	NO
Valve Box Stabilizer - Boxlok #BXLK-2	25	EA	\$ 30.00	\$ 750.00	Yes
Valve Box Stabilizer - Boxlok #BXLK-K1	10	EA	\$ 35.00	\$ 350.00	Yes
1", 3 Part Union, 22 CTS Compression x 22 CTS Compression	36	EA	\$ 22.00	\$ 792.00	YES
1 1/2", 3 Part Union, 22 CTS Compression x 22 CTS Compression	12	EA	\$ 71.10	\$ 853.20	YES
2", 3 Part Union, 22 CTS Compression x 22 CTS Compression	12	EA	\$ 96.00	\$ 1,152.00	YES
4" Resilient Wedge Tapping Valve, W/ Stainless Steel Bolts Ductile Iron	6	EA	\$ 542.00	\$ 3,252.00	YES
6" Resilient Wedge Tapping Valve, W/ Stainless Steel Bolts Ductile Iron	6	EA	\$ 765.00	\$ 4,590.00	YES
8" Resilient Wedge Tapping Valve, W/ Stainless Steel Bolts Ductile Iron	12	EA	\$ 1,135.00	\$ 13,620.00	YES
10" Resilient Wedge Tapping Valve, W/ Stainless Steel Bolts Ductile Iron	1	EA	\$ 1,710.00	\$ 1,710.00	YES
12" Resilient Wedge Tapping Valve, W/ Stainless Steel Bolts Ductile Iron	2	EA	\$ 2,585.00	\$ 5,170.00	YES
16" Resilient Wedge Tapping Valve, W/ Stainless Steel Bolts Ductile Iron	1	EA	\$ 6,915.00	\$ 6,915.00	NO
18" Resilient Wedge Tapping Valve, W/ Stainless Steel Bolts Ductile Iron	1	EA	\$ 13,620.00	\$ 13,620.00	NO
4" Resilient Wedge Mechanical Joint Gate Valve Ductile Iron, W/ Stainless Steel Bolts	5	EA	\$ 430.00	\$ 2,150.00	YES
6" Resilient Wedge Mechanical Joint Gate Valve Ductile Iron, W/ Stainless Steel Bolts	10	EA	\$ 550.00	\$ 5,500.00	YES
8" Resilient Wedge Mechanical Joint Gate Valve	5	EA	\$ 872.00	\$ 4,360.00	YES

Ductile Iron, W/ Stainless Steel Bolts					
10" Resilient Wedge Mechanical Joint Gate Valve	1	EA	\$ 1,360.00	\$ 1,360.00	YES
Ductile Iron, W/ Stainless Steel Bolts					
12" Resilient Wedge Mechanical Joint Gate Valve	1	EA	\$ 1,720.00	\$ 1,720.00	YES
Ductile Iron, W/ Stainless Steel Bolts					
Separator					
4" X 4" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 488.00	\$ 488.00	YES
6" X 4" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 490.00	\$ 490.00	YES
6" X 6" All Stainless Tapping Sleeve w/ stainless bolts	3	EA	\$ 519.00	\$ 1,557.00	YES
8" X 4" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 513.00	\$ 513.00	YES
8" X 6" All Stainless Tapping Sleeve w/ stainless bolts	4	EA	\$ 554.00	\$ 2,216.00	YES
8" X 8" All Stainless Tapping Sleeve w/ stainless bolts	4	EA	\$ 692.00	\$ 2,768.00	YES
10" X 4" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 615.00	\$ 615.00	YES
10" X 6" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 634.00	\$ 634.00	YES
10" X 8" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 746.00	\$ 746.00	YES
12" X 4" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 695.00	\$ 695.00	YES
12" X 6" All Stainless Tapping Sleeve w/ stainless bolts	2	EA	\$ 760.00	\$ 1,520.00	YES
12" X 8" All Stainless Tapping Sleeve w/ stainless bolts	2	EA	\$ 906.00	\$ 1,812.00	YES
12" X 12" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 1,448.00	\$ 1,448.00	YES
16" X 4" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 913.00	\$ 913.00	YES
16" X 6" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 1,000.00	\$ 1,000.00	YES
16" X 8" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 1,068.00	\$ 1,068.00	YES
16" X 12" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 1,657.00	\$ 1,657.00	YES
16" X 16" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 3,267.00	\$ 3,267.00	NO
18" X 4" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 882.00	\$ 882.00	NO
18" X 6" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 984.00	\$ 984.00	NO
18" X 8" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 1,218.00	\$ 1,218.00	NO
18" X 16" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 3,796.00	\$ 3,796.00	NO
20" X 6" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 1,091.00	\$ 1,091.00	NO
20" X 8" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 1,249.00	\$ 1,249.00	NO
20" X 12" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 1,776.00	\$ 1,776.00	NO
20" X 16" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 4,040.00	\$ 4,040.00	NO
20" X 18" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 4,594.00	\$ 4,594.00	NO
20" X 20" All Stainless Tapping Sleeve w/ stainless bolts	1	EA	\$ 5,548.00	\$ 5,548.00	NO
Separator					
4" Hydrastop Line Stop Sleeve	6	EA	\$ 1,200.00	\$ 7,200.00	YES
6" Hydrastop Line Stop Sleeve	12	EA	\$ 1,500.00	\$ 18,000.00	YES
8" Hydrastop Line Stop Sleeve	6	EA	\$ 1,725.00	\$ 10,350.00	YES
10" Hydrastop Line Stop Sleeve	2	EA	\$ 3,170.00	\$ 6,340.00	YES
12" Hydrastop Line Stop Sleeve	2	EA	\$ 3,350.00	\$ 6,700.00	YES
Separator					
4 " Full Circle All Stainless Steel Repair Clamp 7 1/2" to 8" long	4	EA	\$ 66.60	\$ 266.40	YES
4 " Full Circle All Stainless Steel Repair Clamp 12" to 12.5" long	6	EA	\$ 101.45	\$ 608.70	YES
4 " Full Circle All Stainless Steel Repair Clamp Minimum 20" long	2	EA	\$ 175.20	\$ 350.40	YES
4 " Full Circle All Stainless Steel Repair Clamp Minimum 24" long	2	EA	\$ 209.50	\$ 419.00	YES
6" Full Circle All Stainless Steel Repair Clamp 7 1/2" to 8" long	8	EA	\$ 81.40	\$ 651.20	YES
6" Full Circle All Stainless Steel Repair Clamp 12" to 12.5" long	8	EA	\$ 124.45	\$ 995.60	YES
6" Full Circle All Stainless Steel Repair Clamp Minimum 24" long	2	EA	\$ 267.25	\$ 534.50	YES
6" Full Circle All Stainless Steel Repair Clamp Minimum 36" long	2	EA	\$ 509.50	\$ 1,019.00	YES
8" Full Circle All Stainless Steel Repair Clamp 7 1/2" to 8" long	4	EA	\$ 89.65	\$ 358.60	YES
8" Full Circle All Stainless Steel Repair Clamp 12" to 12.5" long	6	EA	\$ 140.40	\$ 842.40	YES
8" Full Circle All Stainless Steel Repair Clamp Minimum 24" long	2	EA	\$ 294.50	\$ 589.00	YES

8" Full Circle All Stainless Steel Repair Clamp Minimum 30" long	2	EA	\$ 375.00	\$ 750.00	YES
10" Full Circle All Stainless Steel Repair Clamp 12" to 12.5" long	1	EA	\$ 195.65	\$ 195.65	YES
10" Full Circle All Stainless Steel Repair Clamp Minimum 24" long	1	EA	\$ 360.60	\$ 360.60	YES
10" Full Circle All Stainless Steel Repair Clamp Minimum 30" long	1	EA	\$ 489.15	\$ 489.15	YES
12" Full Circle All Stainless Steel Repair Clamp 12" to 12.5" long	1	EA	\$ 214.60	\$ 214.60	YES
12" Full Circle All Stainless Steel Repair Clamp Minimum 24" long	1	EA	\$ 406.70	\$ 406.70	YES
12" Full Circle All Stainless Steel Repair Clamp Minimum 30" long	1	EA	\$ 549.00	\$ 549.00	NO
16" Full Circle All Stainless Steel Repair Clamp Minimum 20" long	1	EA	\$ 594.65	\$ 594.65	NO
16" Full Circle All Stainless Steel Repair Clamp Minimum 24" long	1	EA	\$ 775.50	\$ 775.50	YES
18" Full Circle All Stainless Steel Repair Clamp Minimum 30" long	1	EA	\$ 1,028.00	\$ 1,028.00	NO
18" Full Circle All Stainless Steel Repair Clamp Minimum 36" long	1	EA	\$ 1,490.00	\$ 1,490.00	NO
20" Full Circle All Stainless Steel Repair Clamp Minimum 24" long	1	EA	\$ 835.00	\$ 835.00	NO
20" Full Circle All Stainless Steel Repair Clamp Minimum 30" long	1	EA	\$ 1,058.00	\$ 1,058.00	NO
Separator Line					
4" X 1 1/2" Service Saddle, Epoxy Coated With Double SS Straps, CC Threads	1	EA	\$ 91.25	\$ 91.25	YES
4" X 2" Service Saddle, Epoxy Coated With Double SS Straps, CC Threads	1	EA	\$ 91.25	\$ 91.25	YES
6" X 1 1/2" Service Saddle, Epoxy Coated With Double SS Straps, CC Threads	2	EA	\$ 96.50	\$ 193.00	YES
6" X 2" Service Saddle, Epoxy Coated With Double SS Straps, CC Threads	4	EA	\$ 96.50	\$ 386.00	YES
8" X 1 1/2" Service Saddle, Epoxy Coated With Double SS Straps, CC Threads	2	EA	\$ 101.00	\$ 202.00	YES
8" X 2" Service Saddle, Epoxy Coated With Double SS Straps, CC Threads	4	EA	\$ 101.00	\$ 404.00	YES
10" X 1 1/2" Service Saddle, Epoxy Coated With Double SS Straps, CC Threads	1	EA	\$ 104.50	\$ 104.50	YES
10" X 2" Service Saddle, Epoxy Coated With Double SS Straps, CC Threads	1	EA	\$ 104.50	\$ 104.50	YES
12" X 1 1/2" Service Saddle, Epoxy Coated With Double SS Straps, CC Threads	2	EA	\$ 108.60	\$ 217.20	YES
12" X 2" Service Saddle, Epoxy Coated With Double SS Straps, CC Threads	4	EA	\$ 108.60	\$ 434.40	YES
16" X 1 1/2" Service Saddle, Epoxy Coated With Double SS Straps, CC Threads	1	EA	\$ 137.50	\$ 137.50	NO
16" X 2" Service Saddle, Epoxy Coated With Double SS Straps, CC Threads	1	EA	\$ 137.50	\$ 137.50	NO
18" X 1 1/2" Service Saddle, Epoxy Coated With Double SS Straps, CC Threads	1	EA	\$ 145.50	\$ 145.50	NO
18" X 2" Service Saddle, Epoxy Coated With Double SS Straps, CC Threads	1	EA	\$ 145.50	\$ 145.50	NO
20" X 1 1/2" Service Saddle, Epoxy Coated With Double SS Straps, CC Threads	1	EA	\$ 150.00	\$ 150.00	NO
20" X 2" Service Saddle, Epoxy Coated With Double SS Straps, CC Threads	1	EA	\$ 150.00	\$ 150.00	NO
Separator Line					
2 - 2 1/2" Nozzles and 1- 4" Nozzle, 5 1/4" Valve, 4' Bury, National Standard Nozzle Threads, 6" MJ Inlet, Counterclockwise to open, Traffic Flange Design	4	EA	\$ 2,140.00	\$ 8,560.00	YES

2 - 2 1/2" Nozzles and 1- 4" Nozzle, 5 1/4" Valve, 4.5' Bury, National Standard Nozzle Threads, 6" MJ Inlet, Counterclockwise to open, Traffic Flange Design	6	EA	\$ 2,190.00	\$ 13,140.00	YES
2 - 2 1/2" Nozzles and 1- 4" Nozzle, 5 1/4" Valve, 5' Bury, National Standard Nozzle Threads, 6" MJ Inlet, Counterclockwise to open, Traffic Flange Design	20	EA	\$ 2,240.00	\$ 44,800.00	YES
2 - 2 1/2" Nozzles and 1- 4" Nozzle, 5 1/4" Valve, 5.5' Bury, National Standard Nozzle Threads, 6" MJ Inlet, Counterclockwise to open, Traffic Flange Design	10	EA	\$ 2,290.00	\$ 22,900.00	YES
2 - 2 1/2" Nozzles and 1- 4" Nozzle, 5 1/4" Valve, 6' Bury, National Standard Nozzle Threads, 6" MJ Inlet, Counterclockwise to open, Traffic Flange Design	4	EA	\$ 2,340.00	\$ 9,360.00	YES
4" Megalug Mechanical Joint Restraint	12	EA	\$ 37.00	\$ 444.00	YES
6" Megalug Mechanical Joint Restraint	20	EA	\$ 41.00	\$ 820.00	YES
8" Megalug Mechanical Joint Restraint	10	EA	\$ 55.00	\$ 550.00	YES
10" Megalug Mechanical Joint Restraint	4	EA	\$ 80.00	\$ 320.00	YES
12" Megalug Mechanical Joint Restraint	8	EA	\$ 110.00	\$ 880.00	YES
16" Megalug Mechanical Joint Restraint	4	EA	\$ 173.00	\$ 692.00	YES
18" Megalug Mechanical Joint Restraint	4	EA	\$ 235.00	\$ 940.00	YES

\$ 334,630.35



Town Council Action Report

March 1, 2021

Resolution to Accept the Bid and Approve a Contract with Northern Illinois Fence, Inc. in the Amount of \$245,066 for the Maxwell Park OSLAD Grant Project Fencing

Prepared By: Doug Damery, Director of Parks and Recreation

Reviewed By: Pamela S. Reece, City Manager

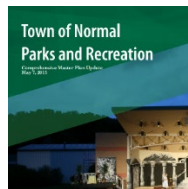
Staff Recommendation: Approval

Attachments: Proposed Resolution, Bid Award Recommendation

Community Impact: The Maxwell Park project takes advantage of an Illinois state grant program through the IDNR to provide a \$400,000 match towards the project. The project will replace baseball/softball fields first built in Maxwell Park in 1978 and provides other improved recreational amenities to the community. In addition, enhancements to softball and cross country facilities further support efforts for sports tourism.

Budget Impact: Funds are available for this project in account 325-9820-451.57-25 and 250-8545-452.57-25 as part of the Maxwell Park OSLAD Grant project.

Strategic Alignment:



Town Council Action Report

Background:

In October of 2018, Council approved the application to the Illinois Department of Natural Resources (IDNR) for an Open Space Land Acquisition and Development (OSLAD) Grant for renovation and improvements at Maxwell Park. The Town received an award of the requested maximum \$400,000 grant. The Town commitment of \$400,000 is required to match, resulting in a total project cost of \$800,000.

Maxwell Park development areas impacted by the grant project include:

- Disc golf course – reconfigure the course, add new signs and improve landscaping, including areas heavily impacted by the emerald ash borer
- Cross Country Running Course – enhancements to the IHSA and IESA sanctioned cross country course
- Maxwell South ballfields – improve ADA accessibility and renovation of outdated facilities
- Dog park – reconfigure this area to resize and better accommodate usage
- Bocce court – Construction of a new bocce court area near the shelter
- Baggo Sets – Construction of new permanent baggo set near the shelter
- Multi-purpose trails - provide a connection to future Heartland and Gregory Street trail extensions
- Site amenity improvements – includes native landscaping and natural habitat restoration
- Parking – expansion of existing south parking lot to increase capacity and provide better accessibility to program areas including tennis courts and South ballfields

Bids were let for this project on January 9, 2020 and one bid was received from Stark Excavating Inc. with a Base Bid of \$932,144.75, which was well above project budget. Council rejected all bids for this project on March 16, 2020. This gave us the opportunity to make modifications to bring the project within budget. We repackaged the project, changed scope and planned to release a new bid packet or multiple bid packets for consideration. As part of the change in scope, the parking component was removed from the project. The OSLAD grant is for recreation amenities and since the parking lot is not considered a recreation amenity the change in scope was approved by IDNR.

Two bid packets were created for rebid with updated designs and changes in scope. One for excavation, storm sewer, backstop wall, asphalt paving, concrete and landscape, which was approved by Council on February 15, 2021. A second bid packet included all fencing for the project.

The Town has already received \$200,000 of the grant award and will receive the other half as a reimbursement after completion of the work. The OSLAD Grant Agreement requires completion of all grant work to be completed by end of May of 2021.

Town Council Action Report

Discussion:

Bids were let for this project on January 14, 2021. An addendum was released on Tuesday, February 2, 2021 to extend the bid deadline to Tuesday, February 16, 2021 to allow more time for vendors to submit bids. Three bids were received:

Midwest Netting Solutions, LLC	\$299,999
Peerless Fence	\$278,223.90
Northern Illinois Fence, Inc.	\$245,066

Hitchcock Design Group has reviewed the bid and has found everything in order. It is our understanding that the price of steel has recently escalated resulting in a bid higher than estimated, but within budget projections for the total scope of work being performed. Staff recommends approval of the bid. The vendor will work closely with the project team to coordinate work once weather conditions allow. The project is scheduled to complete work by end of May.

Keywords: Maxwell Park, OSLAD Grant, Fencing

RESOLUTION NO. _____

RESOLUTION TO ACCEPT THE BID AND APPROVE A CONTRACT WITH NORTHERN ILLINOIS FENCE, INC. IN THE AMOUNT OF \$245,066 FOR THE MAXWELL PARK OSLAD GRANT PROJECT FENCING

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.

WHEREAS, The Town solicited bids for the Maxwell Park OSLAD Grant Project fencing and Northern Illinois Fence, Inc. submitted the lowest responsible bid in the amount of \$245,066.

WHEREAS, It is in the best interests of the health, safety, and welfare of the citizens of Normal to accept the bid and award a contract to Northern Illinois Fence, Inc. for the park project fencing.

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

SECTION 1. That the President is authorized to execute, for and on behalf of the Town of Normal, Illinois, a contract with Northern Illinois Fence, Inc. for the Maxwell Park OSLAD Grant Project fencing. The contract must be in conformance with the bid submitted by Northern Illinois Fence, Inc.

SECTION 2. That the Town Clerk is authorized and directed to attest the signature of the President on the document and retain a fully executed original of the contract in her office for public inspection.

ADOPTED this ____ day of _____, 2021.

APPROVED:

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

ATTEST:

Town Clerk
(Seal)



February 23, 2021

Doug Damery
 Director of Parks and Recreation
 Town of Normal
 11 Uptown Circle
 Normal, Illinois 61761

RE: Maxwell Park – Ballfield Fencing & Netting

Dear Doug,

Based on the results shared with us from the bid opening held on February 16, 2021, **Northern Illinois Fence** is the apparent low bidder. We contacted references provided as part of their submitted bid, and asked the following questions:

Communications

1. Were they easy to communicate with?
2. Did they initiate communications when problems arose?
3. Were they good problem solvers, did they want to be involved in the solution?
4. Did they follow standard procedures for RFIs, payout applications, etc.?

Quality

1. Would you describe their work as detailed oriented?
2. Were there any quality/craftsmanship issues with their or their sub-contractors work?
3. Was any work removed and re-done due to poor quality or non-passing test results?

Budget/Schedule

1. Did they initiate a lot of change orders?
2. Was their pricing for Owner requested change orders reasonable?
3. Did they meet the project deadline? If no, why not?

Miscellaneous

1. If given the opportunity to hire or recommend them, would you?

Our conclusions, after reviewing Northern Illinois Fence's bid and based on their references:

1. It appears that they have completed many projects that feature good quality construction.
2. It appears they have good problem-solving skills and is good at coordinating and communicating with all the involved parties.
3. It appears that they consistently complete their work on time.



Page 2

We have reviewed the bid forms and found everything in order. Northern Illinois Fence has produced reasonable references and has met the bidding and experience requirements. Please advise us of your decision so we may schedule the pre-construction meeting.

Sincerely,
Hitchcock Design Group

A handwritten signature in black ink, appearing to read 'Doug Fair'.

Doug Fair
Senior Associate

Cc: Eric Hornig – Hitchcock Design Group
Jack McGee – Hitchcock Design Group



Town Council Action Report

March 1, 2021

Resolution to Accept Bids and Award a Contract to Stark Excavating, Inc. for the Towanda Avenue Bridge Repair Project (MFT Project 20-00269-00-BR) in the Amount of \$982,644.20 and Approval of a Supplemental Resolution to Appropriate \$180,000 of Motor Fuel Tax (MFT) Funds for the Towanda Avenue Bridge Repair Project (MFT Project 20-00269-00-BR)

Prepared By: Ryan Otto, City Engineer

Reviewed By: Pamela S. Reece, City Manager
Brian Day, Corporation Counsel

Staff Recommendation: Approval

Attachments: Proposed Resolutions, Bid Tabulation

Community Impact: This project will help to extend the life of the structure and help avoid more costly repairs in the future. In addition, there will be improvements to the storm sewers, the creek and sidewalk in the vicinity of the project.

Budget Impact: Funding is available in the MFT Fund and Storm Water Fund.

Strategic Alignment:



[Comprehensive Plan – Infrastructure & Public Safety](#)

Town Council Action Report

Background:

The Towanda Avenue Bridge over Sugar Creek located just north of Vernon Avenue was constructed in 1970 and needs rehabilitation work to repair deteriorating portions of the structure. Scour and erosion to the north abutment of the bridge and a failing forty-two (42) inch storm sewer located under the north abutment also needs to be addressed. The Farnsworth Group completed plans, specifications, and bidding documents for the project.

The proposed project work includes

- repairing the concrete deck, median and sidewalk on the bridge and in the vicinity of the bridge
- replacing the hot mix asphalt wearing surface and waterproofing membrane
- patching and resurfacing pavement in poor condition adjacent to the bridge
- replacing the existing concrete railing with a new steel railing to meet current IDOT standards
- addressing extensive scour and erosion damage and a failing forty-two (42) inch storm sewer located under the bridge
- retrofitting an existing retaining wall under the bridge to protect bridge piles from lateral forces
- rip rap areas under and adjacent to the bridge

A Bid Call for the project was advertised on February 4 & 11, 2021, through the Illinois Department of Transportation's state-wide contractor's bulletin. The Bid Call was also advertised through the Town's email list service on February 4, 2021. Subscribers to the list service include local and regional contractors, construction plan rooms and engineering professionals. The Bid Call was also advertised in the Normalite on February 4, 2021. A pre-bid meeting was conducted by teleconference on February 9, 2021.

Discussion:

Bids for the Towanda Avenue Bridge Repairs (MFT Project 20-00269-00-BR) were received, opened, and read at 11 a.m. on Thursday, February 18, 2021. One bid was received.

A summary of the bid is shown below. The complete bid tabulation is attached.

Stark Excavating, Inc.	\$982,644.20
Bloomington, IL	

The Engineering Department has reviewed the bid documents and found them to be acceptable. The lone bid is 16.1% over the engineer's estimate of \$846,409.50.

Possible factors contributing to the bid being higher than anticipated include:

- contractor access is difficult for several necessary project work items
- traffic staging to maintain traffic as much as possible on the arterial street
- unique work and material items necessary to complete the project
- only having one bidder likely due to the scope and complexity of the work items

Town Council Action Report

Given the undesirability of closing the road for long periods and the limited ability to adjust the project scope, access, and work items, it is unlikely that the Town would realize a substantial reduction in pricing through redesign and rebidding. Engineering recommends awarding a contract to Stark Excavating, Inc. at the bid amount of \$982,644.20. Efforts will be made during construction to reduce costs through contractor coordination and work adjustments if field conditions are found to allow such modifications.

For projects using Motor Fuel Tax funding, the Illinois Department of Transportation requires a resolution approved by the local governing body in advance of disbursing MFT funds. If the Towanda Avenue Bridge Repair Contract is approved, a supplemental resolution approving additional funding is required. To account for the increased bid costs and contingencies, Engineering recommends approval of a supplemental MFT resolution in the amount of \$180,000.

Following award of a contract to Stark Excavation and approval of a Supplemental Resolution, construction is scheduled to start this this spring and be completed in late Fall 2021. Work will be staged to maintain traffic as much as possible. There will be intermittent lane closures and an estimated 30 to 45 days when either all northbound or all southbound traffic will be closed to traffic. Constitution Trail closures beneath the bridge will also be required at certain times during the project.

Keywords: Motor Fuel Tax, MFT, Towanda Avenue Bridge Repair, Stark Excavating, Inc.

RESOLUTION NO. _____

RESOLUTION TO ACCEPT BIDS AND AWARD A CONTRACT TO STARK EXCAVATING, INC. FOR THE TOWANDA AVENUE BRIDGE REPAIR PROJECT (MFT PROJECT 20-00269-00-BR) IN THE AMOUNT OF \$982,644.20

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.

WHEREAS, The Town solicited bids for the Towanda Avenue bridge repair project and Stark Excavating, Inc. submitted the sole responsible bid in the amount of \$982,644.20.

WHEREAS, It is in the best interests of the health, safety, and welfare of the citizens of Normal to accept the bid and award a contract to Stark Excavating, Inc. for the Towanda Avenue bridge repair project.

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

SECTION 1. That the President is authorized to execute, for and on behalf of the Town of Normal, Illinois, a contract with Stark Excavating, Inc. for the Towanda Avenue bridge repair project. The contract must be in conformance with the bid submitted by Stark Excavating, Inc.

SECTION 2. That the Town Clerk is authorized and directed to attest the signature of the President on the document and retain a fully executed original of the contract in her office for public inspection.

ADOPTED this ____ day of _____, 2021.

APPROVED:

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

ATTEST:

Town Clerk
(Seal)



Tabulation of Bids



Local Public Agency	County	Section Number
Town of Normal	McLean	20-00269-00-BR

Approved Engineer's Estimate	Attended By (IDOT Representative(s))
\$846,409.50	

Bidder's Name	Stark Excavating, Inc.		
Bidder's Address	1805 W. Washington St.		
City, State, Zip	Bloomington, IL 61701		
Proposal Guarantee			
Terms			

Approved Engineer's Estimate

Item No.	Item	Delivery	Unit	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
20100110	TREE REM(6TO15UNITS DI)		UNIT	73	40.0000	\$2,920.00	43.0000	\$3,139.00		\$0.00		\$0.00
20100210	TREE REM(OVER15UNITSD		UNIT	18	60.0000	\$1,080.00	51.0000	\$918.00		\$0.00		\$0.00
20300100	CHANNEL EXCAVATION		CU YD	379	35.0000	\$13,265.00	55.0000	\$20,845.00		\$0.00		\$0.00
25000400	NITROGEN FERT NUTR		POUND	3	40.0000	\$120.00	10.0000	\$30.00		\$0.00		\$0.00
25000500	PHOSPHORUS FERT NUTR		POUND	3	40.0000	\$120.00	10.0000	\$30.00		\$0.00		\$0.00
25000600	POTASSIUM FERT NUTR		POUND	3	40.0000	\$120.00	10.0000	\$30.00		\$0.00		\$0.00
25100635	HD EROS CONTR BLANKET		SQ YD	67	5.0000	\$335.00	4.5000	\$301.50		\$0.00		\$0.00
25200110	SODDING SALT TOLERANT		SQ YD	155	27.0000	\$4,185.00	45.0000	\$6,975.00		\$0.00		\$0.00
25200200	SUPPLEMENTAL WATERIN		UNIT	3	400.0000	\$1,200.00	150.0000	\$450.00		\$0.00		\$0.00
28000250	TEMP EROS CONTR SEED		POUND	20	20.0000	\$400.00	5.0000	\$100.00		\$0.00		\$0.00
28000400	PERIMETER EROS BAR		FOOT	123	10.0000	\$1,230.00	4.7500	\$584.25		\$0.00		\$0.00
28000500	INLET & PIPE PROTECTION		EACH	2	200.0000	\$400.00	125.0000	\$250.00		\$0.00		\$0.00
28100107	STONE RIPRAP CLASS A4		SQ YD	672	90.0000	\$60,480.00	150.0000	\$100,800.00		\$0.00		\$0.00
28200200	FILTER FABRIC		SQ YD	672	5.0000	\$3,360.00	2.5000	\$1,680.00		\$0.00		\$0.00
31100200	SUB GRAN MAT A		CU YD	38	35.0000	\$1,330.00	275.0000	\$10,450.00		\$0.00		\$0.00
40600290	BIT MATLS (TACK COAT)		POUND	256	3.5000	\$896.00	4.0000	\$1,024.00		\$0.00		\$0.00
40600400	MIX CR JTS FLANGEWYS		TON	1	1,000.0000	\$1,000.00	650.0000	\$650.00		\$0.00		\$0.00
40600827	P BIND MM, IL -4.75 N50		TON	16	200.0000	\$3,200.00	500.0000	\$8,000.00		\$0.00		\$0.00
40605024	P HMA SC, SMA 9.5 E N80		TON	109	350.0000	\$38,150.00	260.0000	\$28,340.00		\$0.00		\$0.00
42001300	PROTECTIVE COAT		SQ YD	283	1.5000	\$424.50	0.0100	\$2.83		\$0.00		\$0.00
42300400	PCC DRIVEWAY PAVT 8		SQ YD	18	150.0000	\$2,700.00	115.0000	\$2,070.00		\$0.00		\$0.00
42400300	PCC SIDEWALK 6		SQ FT	664	15.0000	\$9,960.00	18.0000	\$11,952.00		\$0.00		\$0.00

Item No.	Item	Delivery	Unit	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
42400410	PCC SIDEWALK 8		SQ FT	44	25.0000	\$1,100.00	24.0000	\$1,056.00		\$0.00		\$0.00
44000160	HMA SURF REM 2 3/4		SQ YD	379	15.0000	\$5,685.00	45.0000	\$17,055.00		\$0.00		\$0.00
44000200	DRIVE PAVEMENT REM		SQ YD	23	22.0000	\$506.00	32.0000	\$736.00		\$0.00		\$0.00
44000500	COMB CURB GUTTER REM		FOOT	194	18.0000	\$3,492.00	18.0000	\$3,492.00		\$0.00		\$0.00
44000600	SIDEWALK REMOVAL		SQ FT	664	5.0000	\$3,320.00	2.5000	\$1,660.00		\$0.00		\$0.00
44003100	MEDIAN REMOVAL		SQ FT	77	8.0000	\$616.00	16.0000	\$1,232.00		\$0.00		\$0.00
44200050	WELD WIRE REINFORCEM		SQ YD	214	20.0000	\$4,280.00	15.0000	\$3,210.00		\$0.00		\$0.00
44200944	CL B PATCH T4 8		SQ YD	214	175.0000	\$37,450.00	160.0000	\$34,240.00		\$0.00		\$0.00
44201294	CL B PATCH EXPAN JT		FOOT	13	50.0000	\$650.00	28.0000	\$364.00		\$0.00		\$0.00
44201298	DOWEL BARS 1 1/4		EACH	98	30.0000	\$2,940.00	18.0000	\$1,764.00		\$0.00		\$0.00
44201329	CLASS C PAT TY II 8 INCH		SQ YD	46	240.0000	\$11,040.00	180.0000	\$8,280.00		\$0.00		\$0.00
44201333	CLASS C PAT TY III 8 INCH		SQ YD	18	200.0000	\$3,600.00	160.0000	\$2,880.00		\$0.00		\$0.00
44213200	SAW CUTS		FOOT	773	8.0000	\$6,184.00	5.0000	\$3,865.00		\$0.00		\$0.00
44213208	TIE BARS 1 1/4"		EACH	53	8.0000	\$424.00	20.0000	\$1,060.00		\$0.00		\$0.00
50104000	BRIDGE RAIL REMOVAL		FOOT	166	150.0000	\$24,900.00	50.0000	\$8,300.00		\$0.00		\$0.00
50300225	CONC SUP-STR		CU YD	17.30	3,250.0000	\$56,225.00	2,200.0000	\$38,060.00		\$0.00		\$0.00
50300300	PROTECTIVE COAT		SQ YD	162	7.0000	\$1,134.00	5.0000	\$810.00		\$0.00		\$0.00
50500405	F & E STRUCT STEEL		POUND	1460	10.0000	\$14,600.00	16.0000	\$23,360.00		\$0.00		\$0.00
50800205	REINF BARS EXPOXY CTD		POUND	2590	3.0000	\$7,770.00	4.0000	\$10,360.00		\$0.00		\$0.00
50900405	STEEL RAILING TYPE TP-1		FOOT	168	375.0000	\$63,000.00	550.0000	\$92,400.00		\$0.00		\$0.00
54248510	CONCRETE COLLAR		CU YD	2.50	1,200.0000	\$3,000.00	2,150.0000	\$5,375.00		\$0.00		\$0.00
54261242	CONC ES 542001 42 1:2		EACH	1	5,000.0000	\$5,000.00	15,000.0000	\$15,000.00		\$0.00		\$0.00
550A0050	STORM SEW CL A 1 12		FOOT	26	90.0000	\$2,340.00	120.0000	\$3,120.00		\$0.00		\$0.00
550A0470	STORM SEW CL A 2 42		FOOT	12	200.0000	\$2,400.00	650.0000	\$7,800.00		\$0.00		\$0.00
55101800	STORM SEWER REM 42"		FOOT	32	50.0000	\$1,600.00	300.0000	\$9,600.00		\$0.00		\$0.00
56109210	WATER VALVES ADJUST		EACH	1	500.0000	\$500.00	250.0000	\$250.00		\$0.00		\$0.00
58100200	WATERPRF MEMBRANE SY		SQ YD	591	40.0000	\$23,640.00	60.0000	\$35,460.00		\$0.00		\$0.00
59300100	CONTR LOW-STRENG MAT		CU YD	36	150.0000	\$5,400.00	525.0000	\$18,900.00		\$0.00		\$0.00
60224459	MAN TA 8 DIA T1F CL		EACH	1	12,000.0000	\$12,000.00	23,000.0000	\$23,000.00		\$0.00		\$0.00
60300305	FR & LIDS ADJUST		EACH	1	750.0000	\$750.00	1,050.0000	\$1,050.00		\$0.00		\$0.00
60604500	COMB CC&G TB6.18 AEP		FOOT	194	30.0000	\$5,820.00	77.2300	\$14,982.62		\$0.00		\$0.00
60619200	CONC MED TSB6.06		SQ FT	75	30.0000	\$2,250.00	60.0000	\$4,500.00		\$0.00		\$0.00
60624600	CORRUGATED MEDIAN		SQ FT	20	15.0000	\$300.00	40.0000	\$800.00		\$0.00		\$0.00
67100100	MOBILIZATION		L SUM	1	40,000.0000	\$40,000.00	58,000.0000	\$58,000.00		\$0.00		\$0.00
70300210	TEMP PVT MK LTR & SYM		SQ FT	31	1.0000	\$31.00	20.0000	\$620.00		\$0.00		\$0.00
70300240	TEMP PVT MK LINE 6		FOOT	324	1.0000	\$324.00	2.0000	\$648.00		\$0.00		\$0.00
70400100	TEMP CONC BARRIER		FOOT	350	30.0000	\$10,500.00	40.0000	\$14,000.00		\$0.00		\$0.00

70600241	IMP ATTN, TEMP NRD TL2		EACH	2	3,000.0000	\$6,000.00	5,000.0000	\$10,000.00		\$0.00		\$0.00
78001100	PT PVT MK LTRS & SYMB		SQ FT	31	5.0000	\$155.00	2.0000	\$62.00		\$0.00		\$0.00
78001130	PAINT PVT MK LINE 6		FOOT	685	1.0000	\$685.00	1.0000	\$685.00		\$0.00		\$0.00
81100600	CON AT ST 2 GAL VS		FOOT	168	50.0000	\$8,400.00	35.0000	\$5,880.00		\$0.00		\$0.00
X0323992	HELICAL GROUND ANCHO		EACH	12	3,200.0000	\$38,400.00	4,000.0000	\$48,000.00		\$0.00		\$0.00
X5012502	CONC REM SPEC		CU YD	17.30	4,500.0000	\$77,850.00	2,800.0000	\$48,440.00		\$0.00		\$0.00
X6020076	INLETS SPL W/SPL F&G		EACH	2	1,500.0000	\$3,000.00	3,000.0000	\$6,000.00		\$0.00		\$0.00
X7010216	TRAF CONT & PROT SPL		L SUM	1	35,000.0000	\$35,000.00	25,000.0000	\$25,000.00		\$0.00		\$0.00
X7030005	TEMP PAV MARKING REM		SQ FT	193	1.0000	\$193.00	2.0000	\$386.00		\$0.00		\$0.00
Z0004556	HMA SURFACE RM (DECK)		SQ YD	590	30.0000	\$17,700.00	15.0000	\$8,850.00		\$0.00		\$0.00
Z0012754	STR REP CON DP=<5		SQ FT	50	250.0000	\$12,500.00	250.0000	\$12,500.00		\$0.00		\$0.00
Z0012755	STR REP CON DP OVER 5		SQ FT	25	300.0000	\$7,500.00	375.0000	\$9,375.00		\$0.00		\$0.00
Z0013798	CONSTRUCTION LAYOUT		L SUM	1	15,000.0000	\$15,000.00	12,500.0000	\$12,500.00		\$0.00		\$0.00
Z0016001	DECK SLAB REP (FD-T1)		SQ YD	6	3,500.0000	\$21,000.00	6,500.0000	\$39,000.00		\$0.00		\$0.00
Z0016002	DECK SLAB REP (FD-T2)		SQ YD	9	3,000.0000	\$27,000.00	4,300.0000	\$38,700.00		\$0.00		\$0.00
Z0021400	EXPANSION JNT (SPECIAL)		FOOT	52	60.0000	\$3,120.00	95.0000	\$4,940.00		\$0.00		\$0.00
Z0021906	SILICONE JNT SEALER 1.5"		FOOT	83	50.0000	\$4,150.00	65.0000	\$5,395.00		\$0.00		\$0.00
Z0033700	LONG JOINT SEALANT		FOOT	417	30.0000	\$12,510.00	30.0000	\$12,510.00		\$0.00		\$0.00
Z0049790	RELOCATING NAME PLATE		EACH	1	200.0000	\$200.00	350.0000	\$350.00		\$0.00		\$0.00
Z0056648	SS 1 WAT MN 12		FOOT	28	100.0000	\$2,800.00	140.0000	\$3,920.00		\$0.00		\$0.00
Z0062456	TEMPORARY PAVEMENT		SQ YD	16	100.0000	\$1,600.00	265.0000	\$4,240.00		\$0.00		\$0.00
Z0073350	TEMP SLAB SUPPORT SYS		EACH	2	20,000.0000	\$40,000.00	10,000.0000	\$20,000.00		\$0.00		\$0.00
Total Bid:						As Read:		\$982,644.20				
						As Calculated:		\$982,644.20		\$0.00		\$0.00
						% Over/Under:		16%				



Town Council Action Report

March 1, 2021

Resolution Authorizing the Execution of a Local Public Agency Agreement for Federal Participation with the Illinois Department of Transportation (IDOT) to Use \$1,080,000 in Federal Urban Surface Transportation (STU) Program Funds for Phase I and II Design Services for W. College Avenue from Rivian Motorway to White Oak Road

Prepared By: Ryan Otto, City Engineer

Reviewed By: Pamela S. Reece, City Manager
Brian Day, Corporation Counsel

Staff Recommendation: Approval

Attachments: Proposed Resolution, Local Public Agency Agreement for Federal Participation

Community Impact: Partnering with the Illinois Department of Transportation will assist in the rehabilitation of this critical component of the area's transportation network. The rehabilitation of W. College Ave. is crucial to support the emerging operations of Rivian Automotive, promote the economic potential of the corridor, and renew the service life of the roadway.

Budget Impact: Funding for this action was previously approved by Council on 10/19/2020 from the Motor Fuel Tax Fund.

Strategic Alignment:



[Comprehensive Plan – Infrastructure & Public Safety](#)

Town Council Action Report

Background:

College Avenue, from Rivian Motorway to White Oak Road, is an arterial street providing access to commercial, industrial, and residential properties. The street provides truck access to Rivian Automotive’s manufacturing facility. The street is experiencing rapid concrete joint decay in both the curb and gutter and pavement panel areas. Potential options for pavement rehabilitation include pavement removal followed by new concrete or asphalt pavement and pavement rubblization and overlay.

The total estimated cost for the W. College improvements, including design costs, construction engineering and construction is approximately \$9.45 million, funded as follows:

Federal Surface Transportation Funds	\$3,080,000 (Design Phases, Construction)
Requested State of IL DCEO Grant Funds	\$5,000,000 (Construction)
Town of Normal Motor Fuel Tax Funds	\$1,370,000 (Design Phases, Construction)

Anticipated Project Schedule:

Planning, Environmental & Design Engineering -	November 2020-December 2022
Project Bidding -	January 2023
Project Construction -	Spring/Summer 2023

Discussion:

On October 19, 2021, Council approved a Resolution for the use of \$370,000 of Motor Fuel Tax funds for the Town’s share of the preliminary and design engineering for the project. As part of the approval process for the use of federal funding, IDOT requires the Town to enter into a local agency agreement to formalize the requirements for the use of federal funding. This agreement is part of the routine IDOT approval process for the use of federal funding for local projects. IDOT has prepared the attached agreement and requests Council approval to allow the project design to move forward utilizing federal STU funds.

This resolution will authorize an agreement with the Illinois Department of Transportation for the use of \$1,080,000 in STU Funds for the preliminary and design engineering phases of the W. College Avenue project. The balance of the design cost, or approximately \$370,000, will be funded by state Motor Fuel Tax funds as approved by Council on October 19, 2020. Per the project budget above, the remaining funding sources and amounts are dedicated toward future phases of the project.

Keywords: College Avenue, MFT, IDOT, Agreement

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE EXECUTION OF A LOCAL PUBLIC AGENCY AGREEMENT FOR FEDERAL PARTICIPATION WITH THE ILLINOIS DEPARTMENT OF TRANSPORTATION (IDOT) TO USE \$1,080,000 IN FEDERAL URBAN SURFACE TRANSPORTATION (ST) PROGRAM FUNDS FOR PHASE I AND II DESIGN SERVICES FOR W. COLLEGE AVENUE FROM RIVIAN MOTORWAY TO WHITE OAK ROAD

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.

WHEREAS, Council previously approved a resolution for the use of Motor Fuel Tax funds for the Town’s share of the preliminary and design engineering for the W. College Ave. improvements project.

WHEREAS, The Illinois Department of Transportation (IDOT) requires the Town to enter into a local agency agreement to formalize the requirements for the use of federal funding.

WHEREAS, It is in the best interests of the health, safety and welfare of the citizens of Normal to enter into a Local Public Agency Agreement with IDOT for the W. College Ave. improvements project.

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

SECTION 1. That the President is authorized to execute a Local Public Agency Agreement with the Illinois Department of Transportation for the W. College Ave. improvements project. A copy of the agreement is marked “Exhibit A” and is attached to and incorporated in this resolution.

SECTION 2. That the Town Clerk is authorized and directed to attest the signature of the President on the agreement and retain a fully executed original in her office for public inspection.

ADOPTED this ____ day of _____, 2021.

APPROVED:

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

ATTEST:

Town Clerk
(seal)



Local Public Agency Agreement for Federal Participation



LOCAL PUBLIC AGENCY

Local Public Agency		County	Section Number
Town of Normal		McLean	20-00271-00-PV
Fund Type	ITEP, SRTS, HSIP Number(s)	MPO Name	MPO TIP Number
STU	NA	MCRPC	N-21-06I

Construction on State Letting
 Construction Local Letting
 Day Labor
 Local Administered Engineering
 Right-of-Way

Construction		Engineering		Right of Way	
Job Number	Project Number	Job Number	Project Number	Job Number	Project Number
		P-95-003-21	96QE(739)		

This Agreement is made and entered into between the above local public agency, hereinafter referred to as the "LPA" and the State of Illinois, acting by and through its Department of Transportation, hereinafter referred to as "STATE". The STATE and LPA jointly propose to improve the designated location as described below. The improvement shall be consulted in accordance with plans prepared by, or on behalf of the LPA and approved by the STATE using the STATE's policies and procedures approved and/or required by the Federal Highway Administration, hereinafter referred to as "FHWA".

LOCATION

Local Street/Road Name	Key Route	Length	Stationing	
W College Ave	FAU 6352	01.54	From	To
			00.03	01.57

Location Termini

Rivian Motorway (US 150) to White Oak RD (Old US 150)

Current Jurisdiction	Existing Structure Number(s)	Add Location
Town of Normal	NA	Remove

PROJECT DESCRIPTION

Provide consultant services for PE I & II. This project consists of reconstruction of the concrete pavement, replacement of the curb and gutter, storm sewer and inlets, median improvements and improved turn lanes. Also has complete streets initiatives including multi-use path.

LOCAL PUBLIC AGENCY APPROPRIATION - REQUIRED FOR STATE LET CONTRACTS

By execution of this Agreement the LPA attests that sufficient moneys have been appropriated or reserved by resolution or ordinance to fund the LPA share of project costs. A copy of the authorizing resolution or ordinance is attached as an addendum.

METHOD OF FINANCING - (State-Let Contract Work Only)

Check One

- METHOD A - Lump Sum** (80% of LPA Obligation _____)
- Lump Sum Payment - Upon award of the contract for this improvement, the LPA will pay the STATE within thirty (30) calendar days of billing, in lump sum, an amount equal to 80% of the LPA's estimated obligation incurred under this agreement. The LPA will pay to the STATE the remainder of the LPA's obligation (including any nonparticipating costs) in a lump sum within thirty (30) calendar days of billing in a lump sum, upon completion of the project based on final costs.
- METHOD B - _____ Monthly Payments** of _____ due by the _____ of each successive month.
- Monthly Payments - Upon award of the contract for this improvement, the LPA will pay to the STATE a specified amount each month for an estimated period of months, or until 80% of the LPA's estimated obligation under the provisions of the agreement has been paid. The LPA will pay to the STATE the remainder of the LPA's obligation (including any nonparticipating costs) in a lump sum, upon completion of the project based upon final costs.
- METHOD C - LPA's Share** _____ divided by estimated total cost multiplied by actual progress payment.
- Progress Payments - Upon receipt of the contractor's first and subsequent progressive bills for this improvement, the LPA will pay to the STATE within thirty (30) calendar days of receipt, an amount equal to the LPA's share of the construction cost divided by the estimated total cost multiplied by the actual payment (appropriately adjust for nonparticipating costs) made to the contractor until the entire obligation incurred under this agreement has been paid.

Failure to remit the payment(s) in a timely manner as required under Methods A, B, or C shall allow the **STATE** to internally offset, reduce, or deduct the arrearage from any payment or reimbursement due or about to become due and payable from the **STATE** to the **LPA** on this or any other contract. The **STATE** at its sole option, upon notice to the **LPA**, may place the debit into the Illinois Comptroller's Offset System (15 ILCS 405/10.05) or take such other and further action as may be required to recover the debt.

THE LPA AGREES:

1. To acquire in its name, or in the name of the **STATE** if on the **STATE** highway system, all right-of-way necessary for this project in accordance with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, and established State policies and procedures. Prior to advertising for bids, the **LPA** shall certify to the **STATE** that all requirements of Titles II and III of said Uniform Act have been satisfied. The disposition of encroachments, if any, will be cooperatively determined by representatives of the **LPA**, the **STATE**, and the **FHWA** if required.
2. To provide for all utility adjustments and to regulate the use of the right-of-way of this improvement by utilities, public and private, in accordance with the current Utility Accommodation Policy for Local Public Agency Highway and Street Systems.
3. To provide for surveys and the preparation of plans for the proposed improvement and engineering supervision during construction of the proposed improvement.
4. To retain jurisdiction of the completed improvement unless specified otherwise by addendum (addendum should be accompanied by a location map). If the improvement location is currently under road district jurisdiction, a jurisdictional addendum is required.
5. To maintain or cause to be maintained the completed improvement (or that portion within its jurisdiction as established by addendum referred to in item 4 above) in a manner satisfactory to the **STATE** and the **FHWA**.
6. To comply with all applicable Executive Orders and Federal Highway Acts pursuant to the Equal Employment Opportunity and Nondiscrimination Regulations required by the U.S. Department of Transportation.
7. To maintain for a minimum of 3 years after final project close out by the **STATE**, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the contract. The contract and all books, records, and supporting documents related to the contract shall be available for review and audit by the Auditor General and the **STATE**. The **LPA** agrees to cooperate fully with any audit conducted by the Auditor General, the **STATE**, and to provide full access to all relevant materials. Failure to maintain the books, records, and supporting documents required by this section shall establish presumption in favor of the **STATE** for recovery of any funds paid by the **STATE** under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
8. To provide if required, for the improvement of any railroad-highway grade crossing and rail crossing protection within the limits of the proposed improvement.
9. To comply with Federal requirements or possibly lose (partial or total) Federal participation as determined by the **FHWA**.
10. (Local Contracts or Day Labor) To provide or cause to be provided all of the initial funding, equipment, labor, material and services necessary to complete the project.
11. (Preliminary Engineering) In the event that right-of-way acquisition for, or construction of, the project for which this preliminary engineering is undertaken with Federal participation is not started by the close of the tenth fiscal year following **FHWA** authorization, the **LPA** will repay the **STATE** any Federal funds received under the terms of this agreement.
12. (Right-of-Way Acquisition) In the event construction has not commenced by the close of the twentieth fiscal year following **FHWA** authorization using right-of-way acquired this agreement, the **LPA** will repay the **STATE** any Federal Funds received under the terms of this agreement.
13. (Railroad Related Work) The **LPA** is responsible for the payment of the railroad related expenses in accordance with the **LPA**/railroad agreement prior to requesting reimbursement from the **STATE**. Requests for reimbursement should be sent to the appropriate **IDOT** District Bureau of Local Roads and Streets Office. Engineer's Payment Estimates shall be in accordance with the Division of Cost.
14. Certifies to the best of its knowledge and belief that its officials:
 - a. are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
 - b. have not within a three-year period preceding this agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements receiving stolen property;
 - c. are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, Local) with commission of any of the offenses enumerated in item (b) of this certification; and
 - d. have not within a three-year period preceding the agreement had one or more public transactions (Federal, State, Local) terminated for cause or default.
15. To include the certifications, listed in item 14 above, and all other certifications required by State statutes, in every contract, including procurement of materials and leases of equipment.
16. (**STATE** Contracts). That execution of this agreement constitutes the **LPA's** concurrence in the award of the construction contract to the responsible low bidder as determined by the **STATE**.
17. That for agreements exceeding \$100,000 in federal funds, execution of this agreement constitutes the **LPA's** certification that:
 - a. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or any employee of a member of congress in connection with the awarding of any federal contract, the making of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.

- b. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress or an employee of a member of congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit standard form - LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
 - c. The **LPA** shall require that the language of this certification be included in the award documents for all subawards (including subcontracts, subgrants and contracts under grants, loans and cooperative agreements), and that all subrecipients shall certify and disclose accordingly.
18. To regulate parking and traffic in accordance with the approved project report.
 19. To regulate encroachments on public rights-of-way in accordance with current Illinois Compiled Statutes.
 20. To regulate the discharge of sanitary sewage into any storm water drainage system constructed with this improvement in accordance with the current Illinois Compiled Statutes.
 21. To comply with the federal Financial Integrity Review and Evaluation (FIRE) program, which requires States and subrecipients to justify continued federal funding on inactive projects. 23 CFR 630.106(a)(5) defines an inactive project as a project in which no expenditures have been charged against federal funds for the past twelve (12) months.
 22. (Reimbursement Requests) For reimbursement requests the **LPA** will submit supporting documentation with each invoice. Supporting documentation is defined as verification of payment, certified time sheets or summaries, vendor invoices, vendor receipts, cost plus fix fee invoice, progress report, personnel and direct cost summaries, and other documentation supporting the requested reimbursement amount (Form BLR 05621 should be used for consultant invoicing purposes). **LPA** invoice requests to the **STATE** will be submitted with sequential invoice numbers by project.
 23. (Final Invoice) The **LPA** will submit to the **STATE** a complete and detailed final invoice with applicable supporting documentation of all incurred costs, less previous payments, no later than twelve (12) months from the date of completion of work or from the date of the previous invoice, which ever occurs first. If a final invoice is not received within this time frame, the most recent invoice may be considered the final invoice and the obligation of the funds closed. Form BLR 05613 (Engineering Payment Record) is required to be submitted with the final invoice on the engineering projects.
 24. (Project Closeout) The **LPA** shall provide the final report to the appropriate **STATE** district office within twelve (12) months of the physical completion date of the project so that the report may be audited and approved for payment. If the deadline cannot be met, a written explanation must be provided to the district prior to the end of the twelve (12) months documenting the reason and the new anticipated date of completion. If the extended deadline is not met, this process must be repeated until the project is closed. Failure to follow this process may result in the immediate close-out of the project and loss of further funding.
 25. (Project End Date) For Preliminary Engineering projects the end date is ten (10) years from the execution date of the agreement. For Right-of-Way projects the end date is fifteen (15) years from the execution date of the agreement. For Construction projects the end date is five (5) years for projects under \$1,000,000 or seven (7) years for projects over \$1,000,000 from the execution date of the agreement. Requests for time extensions and joint agreement amendments must be received and approved prior to expiration of the project end date. Failure to extend the end date may result in the immediate close-out of the project and loss of further funding.
 26. (Single Audit Requirements) That if the **LPA** expends \$750,000 or more a year in federal financial assistance they shall have an audit made in accordance with 2 CFR 200. **LPA's** expending less than \$750,000 a year shall be exempt from compliance. A copy of the audit report must be submitted to the **STATE** (Office of Internal Audit, Room 201, 2300 South Dirksen Parkway, Springfield, Illinois, 62764) within 30 days after the completion of the audit, but no later than one year after the end of the **LPA's** fiscal year. The CFDA number for all highway planning and construction activities is 20.205.
 27. That the **LPA** is required to register with the System for Award Management or SAM, which is a web-enabled government-wide application that collects, validates, stores, and disseminates business information about the federal government's trading partners in support of the contract award and the electronic payment processes. To register or renew, please use the following website: <https://www.sam.gov/SAM/>
 28. (Required Uniform Reporting) To comply with the Grant Accountability and Transparency Act (30 ILCS 708) that requires a uniform reporting of expenditures. Uniform reports of expenditures shall be reported no less than quarterly using IDOT's BoBS 2832 form available on IDOT's web page under the "Resources" tab. Additional reporting frequency may be required based upon specific conditions, as listed in the accepted Notice of State Award (NOSA). Specific conditions are based upon the award recipient/grantee's responses to the Fiscal and Administrative Risk Assessment (ICQ) and the Programmatic Risk Assessment (PRA).

NOTE: Under the terms of the Grant Funds Recovery Act (30 ILCS 705/4.1), "Grantor agencies may withhold or suspend the distribution of grant funds for failure to file requirement reports" if the report is more than 30 calendar days delinquent, without any approved written explanation by the grantee, the entity will be placed on the Illinois Stop Payment List. (Refer to the Grantee Compliance Enforcement System for detail about the Illinois Stop Payment List: <https://www.illinois.gov/sites/GATA/Pages/ResourceLibrary.aspx>)

THE STATE AGREES:

1. To provide such guidance, assistance, and supervision to monitor and perform audits to the extent necessary to assure validity of the **LPA's** certification of compliance with Title II and III Requirements.
2. (State Contracts) To receive bids for construction of the proposed improvement when the plans have been approved by the **STATE** (and **FHWA**, if required) and to award a contract for construction of the proposed improvement after receipt of a satisfactory bid.
3. (Day Labor) To authorize the **LPA** to proceed with the construction of the improvement when agreed unit prices are approved, and to reimburse the **LPA** for that portion of the cost payable from Federal and/or State funds based on the agreed unit prices and engineer's pay estimates in accordance with the division of cost page.

4. (Local Contracts) For agreements with federal and/or state funds in engineering, right-of-way, utility work and/or construction work:
 - a. To reimburse the **LPA** for federal and/or state share on the basis of periodic billings, provided said billings contain sufficient cost information and show evidence of payments by the **LPA**;
 - b. To provide independent assurance sampling and furnish off-site material inspection and testing at sources normally visited by **STATE** inspectors for steel, cement, aggregate, structural steel, and other materials customarily tested by the **STATE**.

IT IS MUTUALLY AGREED:

1. Construction of the project will utilize domestic steel as required by Section 106.01 of the current edition of the Standard Specifications for Road and Bridge Construction and federal Buy America provisions.
2. That this Agreement and the covenants contained herein shall become null and void in the event that the **FHWA** does not approve the proposed improvement for Federal-aid participation within one (1) year of the date of execution of this agreement.
3. This agreement shall be binding upon the parties, their successors and assigns.
4. For contracts awarded by the **LPA**, the **LPA** shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any USDOT - assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The **LPA** shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of USDOT - assisted contracts. The **LPA's** DBE program, as required by 49 CFR part 26 and as approved by USDOT, is incorporated by reference in this agreement. Upon notification to the recipient of its failure to carry out its approved program, the **STATE** may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S. C 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C 3801 et seq.). In the absence of a USDOT - approved **LPA** DBE Program or on state awarded contracts, this agreement shall be administered under the provisions of the **STATE'S** USDOT approved Disadvantaged Business Enterprise Program.
5. In cases where the **STATE** is reimbursing the **LPA**, obligation of the **STATE** shall cease immediately without penalty or further payment being required if, in any fiscal year, the Illinois General Assembly or applicable federal funding source fails to appropriate or otherwise make available funds for the work contemplated herein.
6. All projects for the construction of fixed works which are financed in whole or in part with funds provided by this agreement and/or amendment shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.) unless the provisions of the act exempt its application.

ADDENDA

Additional information and/or stipulations are hereby attached and identified below as being a part of this agreement.

	1. Location Map
	2. Division of Cost
	3. LPA funding resolution
Add Row	

The LPA further agrees as a condition of payment, that it accepts and will comply with the applicable provisions set forth in this agreement and all Addenda indicated above.

APPROVED

Local Public Agency

Name of Official (Print or Type Name)

Christopher Koos

Title of Official

Mayor

Signature

Date

--	--

The above signature certifies the agency's Tin number is 376001605 conducting business as a Governmental Entity.

Duns Number 082095829

APPROVED

State of Illinois
Department of Transportation

Omer Osman P.E., Acting Secretary

Date

--	--

By:

Director of Planning & Programming

Date

--	--

Director of Planning & Programming

Date

--	--

Philip C. Kaufmann, Chief Counsel

Date

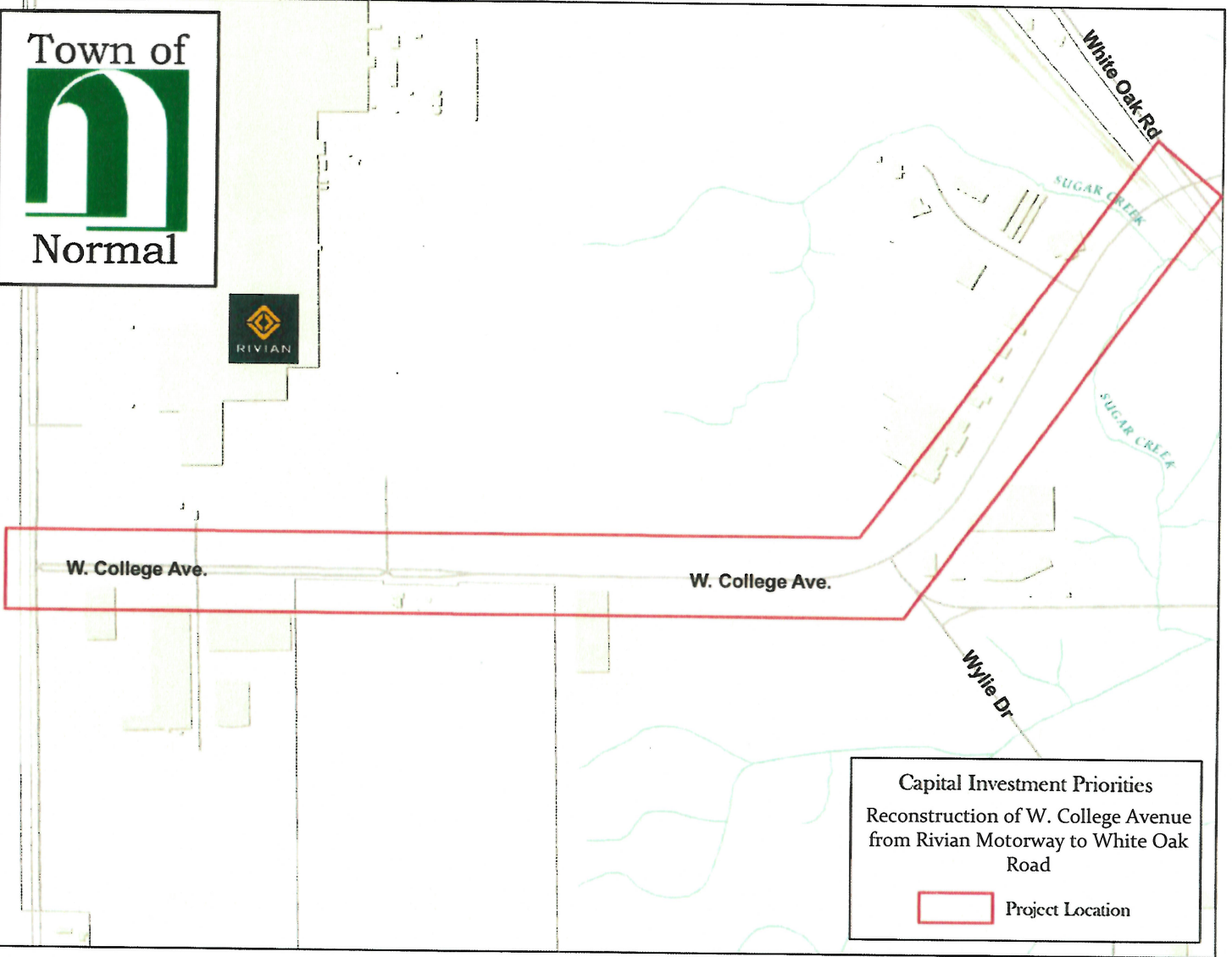
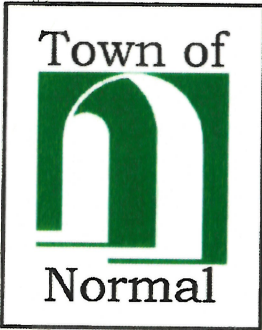
--	--


Joanne Woodworth, Acting Chief Fiscal Officer

Date

--	--

NOTE: if the LPA signature is by an APPOINTED official, a resolution authorizing said appointed official to execute this agreement is required.



Capital Investment Priorities
Reconstruction of W. College Avenue
from Rivian Motorway to White Oak
Road
 Project Location



Town Council Action Report

March 1, 2021

Resolution to Appropriate \$1,730,000 of Motor Fuel Tax (MFT) Funds for the Resurfacing of Various Streets for the 2021 MFT Street Resurfacing Project and authorize the Town Engineer to sign the IDOT General Maintenance form.

Prepared By: Ryan Otto, City Engineer

Reviewed By: Pamela S. Reece, City Manager
Brian Day, Corporation Counsel

Staff Recommendation: Approval

Attachments: MFT Resolution for Proposed Improvements, Proposed 2021 Street Resurfacing and Repair Map

Community Impact: The 2021 street resurfacing program will repair street segments that are in need of milling and resurfacing with a Hot Mix Asphalt (HMA) overlay. Streets are selected for repair based on several factors including condition, underlying utility needs, traffic level, rehabilitation type, deterioration rate and cost.

Budget Impact: Funding is available in line item MFT (213-7045-431.27-40)

Strategic Alignment:



[Comprehensive Plan – Infrastructure & Public Safety](#)

Town Council Action Report

Background:

For projects using Motor Fuel Tax funding, the Illinois Department of Transportation (IDOT) requires a resolution approved by the local governing body in advance of disbursing MFT funds. The Town's street resurfacing projects are funded by a combination of Roadway Fund (General Fund) and Motor Fuel Tax sources.

In addition to the contracted street resurfacing work planned by the Engineering Department, the Town's Public Works Street Division plans to perform in-house street patching and repair at various locations throughout the Town. The proposed patching will address areas of localized deterioration. The attached map shows a preliminary list of locations and street segments where potential patching work is planned.

Discussion:

Engineering staff is preparing street resurfacing plans for the upcoming 2021 construction season. This year the Town again plans to prepare and bid two separate street resurfacing projects: MFT Street Resurfacing and General Street Resurfacing. The preliminary list of locations for street resurfacing work on each contract is detailed below.

The preliminary list of street segments to be resurfaced as part of the MFT Street Resurfacing project includes (Funded with MFT and Roadway Funds):

- W. Raab Road (Constitution Trail Collegiate Branch to Bradford Ln.)
- Bradford Lane (Miles Ln. to Raab Rd.)
- Gregory Street (Parkside Rd. to Cottage Ave.)
- Bowles Street (Main St. to University Ct.)
- N. Fell Avenue (Willow St. to Sycamore St.)
- Normal Avenue (Locust St. to Gregory St.)

The preliminary list of street segments to be resurfaced as part of the General Street Resurfacing project, which will be bid separately, includes (Funded with Roadway Funds):

- Bakewell Avenue (Marian Ave. to Summit St.)
- Bakewell Avenue (Fairview St. to Orlando Ave.)
- Summit Street (School St. to Fell Ave.)
- Crestwood Court
- Charlotte Drive
- N. Walnut Street (Lincoln St. to Shelbourne Dr.)
- Bright Drive
- Tilden Place
- Summit Street (Walnut St. to Beech St.)
- N. Maple Street (Summit St. to north of Summit St.)

Town Council Action Report

- Roland Drive
- Chester Drive
- Ironwood Drive (Foxwood Run to #604)
- Tanger Court
- Hanson Drive (West of Windsor Dr. to Blair Dr.)

These lists of potential resurfacing locations are preliminary and may be subject to change as project design and budgeting is advanced for each site.

Planned work on these resurfacing street segments includes milling and resurfacing, sidewalk and ADA ramp accessibility improvements, curb and gutter repair, and drainage structure repair and adjustment.

Street resurfacing work is expected to begin in the spring with an anticipated completion date in the fall of 2021.

Keywords: Motor Fuel Tax, MFT, 2021 Street Resurfacing



Resolution for Maintenance Under the Illinois Highway Code



Resolution Number	Resolution Type	Section Number
	Original	21-00000-00-GM

BE IT RESOLVED, by the President and Board of Trustees of the Town of Normal Illinois that there is hereby appropriated the sum of _____ Dollars (\$1,730,000.00) of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from 04/01/21 to 03/31/22.

_____ Dollars (\$1,730,000.00)

of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from 04/01/21 to 03/31/22.

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that Town of Normal shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I Angelia Huonker Town Clerk in and for said Town of Normal in the State of Illinois, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the

President and Board of Trustees of Normal at a meeting held on 03/01/21.

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this _____ day of _____ Month, Year

(SEAL)

Clerk Signature

APPROVED

Regional Engineer
Department of Transportation

Date

Instructions for BLR 14220

This form shall be used when a Local Public Agency (LPA) wants to perform maintenance operations using Motor Fuel Tax (MFT) funds. Refer to Chapter 14 of the Bureau of Local Roads and Streets Manual (BLRS Manual) for more detailed information. This form is to be used by a Municipality or a County. Road Districts will use BLR 14221. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS Manual.

When filling out this form electronically, once a field is initially completed, fields requiring the same information will be auto-populated.

- Resolution Number Insert the resolution number as assigned by the LPA, if applicable.
- Resolution Type From the drop down box, choose the type of resolution:
 - Original would be used when passing a resolution for the first time for this project.
 - Supplemental would be used when passing a resolution increasing appropriation above previously passed resolutions.
 - Amended would be used when a previously passed resolution is being amended.
- Section Number Insert the section number of the improvement covered by the resolution.
- Governing Body Type From the drop down box choose the type of administrative body. Choose Board for County; Council or President and Board of Trustees for a City, Village or Town.
- LPA Type From the drop down box choose the LPA body type; County, City, Town or Village.
- Name of LPA Insert the name of the LPA.
- Resolution Amount Insert the dollar value of the resolution for maintenance to be paid for with MFT funds in words, followed by the same amount in numerical format in the ().
- Beginning Date Insert the beginning date of the maintenance period. Maintenance periods must be a 12 or 24 month consecutive period.
- Ending Date Insert the ending date of the maintenance period.
- LPA Type From the drop down box choose the LPA body type; County, City, Town or Village.
- Name of LPA Insert the name of the LPA.
- Name of Clerk Insert the name of the LPA Clerk.
- LPA Type From the drop down box choose the LPA body type; County, City, Town or Village.
- LPA Type From the drop down box choose the LPA body type; County, City, Town or Village.
- Name of LPA Insert the name of the LPA.
- Governing Body Type From the drop down box choose the type of administrative body. Choose Board for County; Council or President and Board of Trustees for a City, Village or Town.
- Name of LPA Insert the name of the LPA.
- Date Insert the date of the meeting.
- Day Insert the day the Clerk signed the document.
- Month, Year Insert the month and year of the clerk's signature.
- Clerk Signature Clerk shall sign here.
- Approved The Department of Transportation representative shall sign and date here upon approval.

Three (3) certified signed originals must be submitted to the Regional Engineer's District office. Following IDOT's approval, distribution will be as follows:

Local Public Agency Clerk
 Engineer (Municipal, Consultant or County)
 District

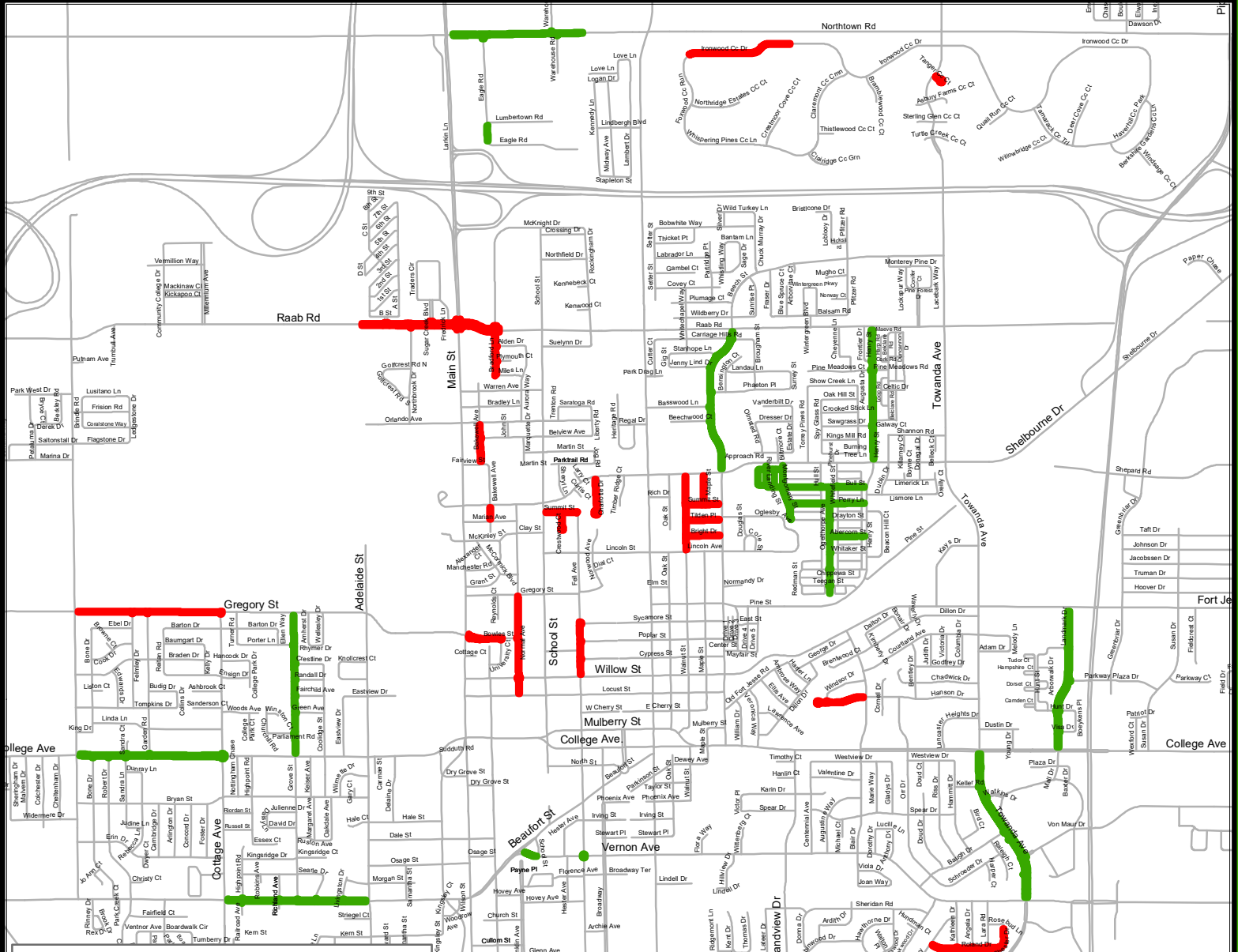


Preliminary Major Road Projects - 2021

(Does not reflect ongoing repair and maintenance)



Date: 3/1/2021



Proposed Street Resurfacing

2021 MFT Street Resurfacing:
 W. RAAB ROAD (Constitution Trail Collegiate Br. to Bradford Ln.)
 BRADFORD LANE (Miles Ln. to Raab Rd.)
 GREGORY STREET (Parkside Rd. to Cottage Ave.)
 BOWLES STREET (Main St. to University Ct.)
 N. FELL AVENUE (Willow St. to Sycamore St.)
 NORMAL AVENUE (Locust St. to Gregory St.)

2021 General Street Resurfacing:
 BAKEWELL AVENUE (Marian Ave. to Summit St.)
 BAKEWELL AVENUE (Fairview St. to Orlando Ave.)
 SUMMIT STREET (School St. to Fell Ave.)
 CRESTWOOD COURT
 CHARLOTTE DRIVE
 N. WALNUT STREET (Lincoln St. to Shelbourne Dr.)
 BRIGHT DRIVE
 TILDEN PLACE
 SUMMIT STREET (Walnut St. to Beech St.)
 N. MAPLE STREET (Summit St. to north of Summit St.)
 ROLAND DRIVE
 CHESTER DRIVE
 IRONWOOD DRIVE (Foxwood Run to #604)
 TANGER COURT
 HANSON DRIVE (West of Windsor Dr. to Blair Dr.)

Street Patching Areas

Savannah Green area
 Montgomery
 Ogelthorpe
 Perry
 Bull
 River Landing/Alleys
 Abercorn
 Various alleys

Grove St- College to Gregory
 College and Cottage (intersection)
 Hovey - Adelaide to Cottage (mill centerline)
 College - Cottage to Parkside
 Eagle Rd (south end)
 Northtown Rd - trail to Main St
 Beech St - south of Raab Rd
 Henry - Shelbourne to Raab
 Vernon and Fell (intersection)
 Vernon - under RR tracks (westbound)
 Landmark - College to Ft Jesse
 Towanda - College to Vernon

Legend

- Street Patching Areas
- Street Resurfacing

**Planned work is preliminary; repair areas subject to change.
 The areas represented do not include ongoing repair or maintenance.

General Orders



Town Council Action Report

March 1, 2021

Ordinance Adopting the Operating and Capital Investment Budget for the Town of Normal for Fiscal Year 2021-22

Prepared By: Andrew Huhn, Director of Finance

Reviewed By: Pamela S. Reece, City Manager
 Brian Day, Corporation Counsel

Staff Recommendation: Approval

Attachments: Proposed Ordinance

Community Impact: The Town’s annual budget at its core is a fiscal planning tool that provides control and accountability of the Town’s planned spending. It illustrates the Town’s current and 5-year financial outlook and is the Town’s best effort to allocate limited resources to support municipal operations and initiatives. Financial information is compiled into a meaningful and readable document so the community can understand, at both a detailed and high level, the Town’s spending priorities and goals.

Budget Impact: Sets budget authority and the spending plan for FY2021-22

Strategic Alignment:



Economic Vitality – Strategy EV3.1—Adopt Fiscally Sustainable Growth Policies, Including Tax and Fee Structures That Are Aligned with the Overall Vision

Town Council Action Report

Background:

The public hearing for the fiscal year 2021-22 budget was held earlier this evening. This budget document includes the recommendations made during the budget review sessions held on January 26 and February 1. All funds are expected to maintain a positive financial position for year-end (3/31/2021) as well as for the proposed FY2021-22 and all out years as presented in the budget document.

Discussion:

This proposed ordinance, if approved, will adopt the operating and capital investment budget for fiscal year 2021-22 as presented.

Below is a summary schedule of the total revenue and expenditures for all Town funds with additional analysis on the General Fund and other Town major operating funds.

Summary of all Funds

Final Budget - All Funds	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26
Beginning Fund Balance	129,643,410	128,173,189	120,921,246	121,966,281	123,499,524
Total Revenue and Transfers	136,735,277	152,788,758	139,476,364	141,138,081	144,718,318
Total Expense and Transfers	138,205,498	160,040,701	138,431,329	139,604,838	140,130,323
Net Change *	(1,470,221)	(7,251,943)	1,045,035	1,533,243	4,587,995
Ending Fund Balance	128,173,189	120,921,246	121,966,281	123,499,524	128,087,519

*The \$1,470,221 in FY2021-22 relates to a spend down of capital carryover funds and not an operating deficit. The \$7,251,943 in FY2022-23 relates to planned debt restructuring and water capital spending.

Summary of Final Budgets for Major Operating Funds

General Fund - Final	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26
Beginning Fund Balance	11,310,928	11,468,718	7,895,910	8,798,471	10,445,313
Total Revenue and Transfers	70,026,394	72,261,914	73,863,246	75,285,628	77,293,226
Total Expense and Transfers	69,868,604	75,834,722	72,960,685	73,638,786	76,303,779
Net Change*	157,790	(3,572,808)	902,561	1,646,842	989,447
Ending Fund Balance	11,468,718	7,895,910	8,798,471	10,445,313	11,434,760

*The \$3,572,808 in FY2022-23 relates to the planned debt restructuring.

Water Fund - Final	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26
Beginning Fund Balance	4,491,216	3,121,764	1,761,473	1,580,087	1,404,624
Total Revenue and Transfers	10,642,697	10,855,800	11,071,051	11,289,805	11,518,962
Total Expense and Transfers	12,012,149	12,216,091	11,252,437	11,465,268	11,670,279
Net Change *	(1,369,452)	(1,360,291)	(181,386)	(175,463)	(151,317)
Ending Fund Balance	3,121,764	1,761,473	1,580,087	1,404,624	1,253,307

*The deficits in FY2021-22 and FY2022-23 relate to capital spending. The deficits in FY2023-24, FY2024-25 and FY2025-26 are the result of no rate increase in FY2021-22 and will be addressed in FY2022-23 budget plan.

Town Council Action Report

Sewer Fund - Final	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26
Beginning Fund Balance	1,182,865	1,150,361	1,261,788	1,244,316	1,261,306
Total Revenue and Transfers	4,557,690	5,081,415	4,882,965	4,894,915	4,899,365
Total Expense and Transfers	4,590,194	4,969,988	4,900,437	4,877,925	4,913,710
Net Change *	(32,504)	111,427	(17,472)	16,990	(14,345)
Ending Fund Balance	1,150,361	1,261,788	1,244,316	1,261,306	1,246,961

*The slight deficits in FY2021-22, FY2023-24 and FY2025-26 don't represent a negative trend and the fund's target reserve of 25% remains stable in all years.

Health and Dental Fund - Final	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26
Beginning Fund Balance	630,304	709,882	814,553	1,019,977	1,318,417
Total Revenue and Transfers	7,276,578	7,729,571	8,210,124	8,692,240	9,186,181
Total Expense and Transfers	7,197,000	7,624,900	8,004,700	8,393,800	8,801,700
Net Change	79,578	104,671	205,424	298,440	384,481
Ending Fund Balance	709,882	814,553	1,019,977	1,318,417	1,702,898

Library - Final	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26
Beginning Fund Balance	2,595,441	2,531,420	2,419,167	2,280,300	2,107,006
Total Revenue and Transfers	4,065,523	4,178,850	4,330,196	4,454,320	4,589,593
Total Expense and Transfers	4,129,544	4,291,103	4,469,063	4,627,614	4,762,545
Net Change*	(64,021)	(112,253)	(138,867)	(173,294)	(172,952)
Ending Fund Balance	2,531,420	2,419,167	2,280,300	2,107,006	1,934,054

*The deficits are a planned spending of available fund balance.

Changes from Proposed Budget to Final Budget:

As part of the budget process, staff reports all budget changes made between the proposed and final budget to ensure the Council has an opportunity to review all adjustments before finalizing the budget. Some of the changes represent new items proposed to the budget and some adjustments reflect better estimates for various line items. Staff has prepared a summary of the changes for the General Fund and commentary on other significant non-General Fund adjustments.

Town Council Action Report

Summary of Proposed to Final Changes for the General Fund

Proposed Budget - General Fund	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26
Beginning Fund Balance	10,720,526	10,753,577	10,822,454	10,825,914	10,832,952
Total Revenue and Transfers	70,033,394	72,268,914	73,903,496	75,425,628	78,083,226
Total Expense and Transfers	70,000,343	72,200,037	73,900,036	75,418,590	78,079,391
Net Change	33,051	68,877	3,460	7,038	3,835
Ending Fund Balance	10,753,577	10,822,454	10,825,914	10,832,952	10,836,787
Final Budget - General Fund					
Beginning Fund Balance	11,310,928	11,468,718	7,895,910	8,798,471	10,445,313
Total Revenue and Transfers	70,026,394	72,261,914	73,863,246	75,285,628	77,293,226
Total Expense and Transfers	69,868,604	75,834,722	72,960,685	73,638,786	76,303,779
Net Change	157,790	(3,572,808)	902,561	1,646,842	989,447
Ending Fund Balance	11,468,718	7,895,910	8,798,471	10,445,313	11,434,760
Proposed to Final Changes General Fund					
Total Revenue and Transfers	(7,000)	(7,000)	(40,250)	(140,000)	(790,000)
Total Expense and Transfers	(131,739)	3,634,685	(939,351)	(1,779,804)	(1,775,612)
Net change in Fund Balance () means decrease	124,739	(3,641,685)	899,101	1,639,804	985,612
Summary of Changes in General Fund FY2021-22					
Revenues	Amount				
Increase in Projection					
Miscellaneous Revenue (Recycle Income)	133,000				
Decrease in Projection					
Miscellaneous Revenue (Credit Card Fees)	(140,000)				
Total Revenue Changes	(7,000)				
Expenditures					
Increase in Projection					
Recycle Program	150,000				
Parking Study	60,000				
Miscellaneous Park Improvements	10,000				
Decrease in Projection					
Adjustment to COLA	(191,652)				
Credit Card Fees	(140,000)				
Other Personnell Adjustments	(20,087)				
Total Expenditure Changes	(131,739)				

General Fund Revenue and Expenditure Adjustments:

Revenue adjustments were very minor with only two notable changes. Staff added: 1) the anticipated drop box recycle income from Bloomington and the County; and 2) removed credit card fee revenue. The Town’s credit card provider will retain the fee and simply not charge the Town for its services, thus the Town will not collect credit card fees in the future.

Notable adjustments to expenditures include: 1) additional funding to support the recently approved drop box recycle contract; 2) funding for a parking study; and 3) additional minor miscellaneous park improvements. Reductions in expenditures were related to 1) a lower than expected wage adjustment (COLA lower than projected; proposed budget included 2.5% COLA but actual COLA is 1.36%); 2) removal of credit card fee remittances; and 3) final personnel adjustments resulting from the larger reductions already programmed into the budget.

Town Council Action Report

Adjustments in Other Funds:

The only significant adjustment between the proposed budget and final budget in other funds related to a \$217,000 reduction of Water Fund revenue, reflecting the elimination of the proposed 2% rate increase.

Keywords: Budget, adopted, proposed, revenue, expenditure

ORDINANCE NO. _____

AN ORDINANCE ADOPTING THE OPERATING AND CAPITAL INVESTMENT BUDGET FOR THE TOWN OF NORMAL FOR FISCAL YEAR 2021-22

WHEREAS, The Town of Normal, under its home rule authority and under statutory authorization, has adopted a modified budget system as provided in the Illinois Municipal Code, (65 ILCS 5/8-2-9.1 *et seq.*).

WHEREAS, The tentative budget has been made available to the public through a work session held by the President and Board of Trustees and further by filing a copy of the proposed budget in the Town Clerk's office for public inspection.

WHEREAS, A public hearing has been held on the proposed budget, which occurred not less than one week after distribution of the tentative annual budget.

WHEREAS, Notice of the public hearing was given in the manner provided by law at least one week prior to the time of the hearing.

WHEREAS, It is in the best interests of the health, safety and welfare of the citizens of Normal to adopt an annual budget.

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

SECTION 1. The annual budget for fiscal year 2021-2022, beginning April 1, 2021, and terminating March 31, 2022, is hereby approved, a copy of which is attached as Exhibit A and incorporated in this ordinance.

SECTION 2. The Town Clerk is directed and authorized to file a certified copy of this approving ordinance and the attached budget document with the County Clerk for McLean County, Illinois, within 20 days after the date on which the ordinance is adopted.

SECTION 3. The Budget Officer is directed and authorized to file with the County Clerk any and all additional documentation requested by the County Clerk in connection with her receipt and acceptance of the budget approved by this ordinance.

SECTION 4. The Town Clerk is directed and authorized to publish this ordinance in pamphlet form as provided by law.

SECTION 5. This ordinance takes effect 10 days after the date of its publication.

SECTION 6. This ordinance is adopted pursuant to Home Rule Authority granted the Town of Normal by Article 7, Section 6, of the Illinois Constitution, 1970.

APPROVED:

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

ATTEST:

Town Clerk

(SEAL)

This ordinance was voted upon and passed by the President and Board of Trustees of the Town of Normal on _____, 2021, with _____ voting aye; _____ abstaining; _____ voting nay; and _____ absent.

	AYE	NAY	OTHER		AYE	NAY	OTHER
Councilman McCarthy				Councilwoman Smith			
Councilman Preston				Councilman Nord			
Councilwoman Lorenz				Mayor Koos			
Councilwoman Cummings							

This ordinance was approved by the President on _____, 2021.

This ordinance was published in pamphlet form on _____, 2021.



Town Council Action Report

March 1, 2021

Resolution Approving a Lead Service Line Replacement Program

Prepared By: John Burkhart, Director of Water

Reviewed By: Pamela S. Reece, City Manager

Staff Recommendation: Approval

Attachments: Proposed Resolution; Lead Line Replacement Program

Community Impact: EPA continues to adjust the Lead/Copper Rule requiring water utilities to coordinate replacement of all lead service lines in their water system. The Town has been actively identifying service line materials to ensure an accurate inventory. At this time, less than 75 of the 17,377 lines are known to be lead. All known lead lines should be replaced by 2022, well ahead of the new lead line replacement requirement.

Budget Impact: Funds in the amount of \$50,000 are available in account number 505-8040-434.63-90 of the FY2021-22 Water Department Capital Investment Budget.

Strategic Alignment:



Town Council Action Report

Background:

In 1991, the EPA published a regulation to control lead and copper in drinking water. This regulation is known as the Lead and Copper Rule (LCR). Since 1991 the LCR has undergone various revisions, with the current revision being implemented in 2017. Part of the current revision requires all water utilities to annually update a complete inventory of all service lines within their utility. The revision also banned the partial replacement of lead service lines. Requirements were also mandated to remove at least ten-percent of all lead lines each year for the next ten years.

A final revision to the LCR was published in the Federal Registry (FR) January 15, 2021. The final rule will become effective 60 days after publication in the Federal Register, effective date will be March 16, 2021. All water utilities need to be in compliance of the final revision by January 15, 2024. The final rule is a suite of actions to address lead contamination in water by focusing on six areas: identify areas most impacted, strengthen water treatment requirements (corrosion control), systemically replace lead service lines, increase sampling reliability, improve risk communications and protecting children in schools. The final rule sets a new trigger level of 10 ug/L (parts per billion) and maintains the action level at 15 ug/L for lead. Once a trigger level has been exceeded, the water utility will need to take progressive actions to reduce lead levels prior to an action level exceedance.

To stay in compliance and reduced monitoring status, ten percent of samples taken cannot exceed the action level of 15 ug/L. To determine a utility's status, multiply the number of lead samples required to take by 0.90. If the result of that sample is below the action level, no additional steps are required at this time. For the Town of Normal, the EPA requires 30 samples to be taken every three years. The 90% number for the Town is 27 ($30 \times 0.90 = 27$). The Town completed the last lead sampling during the summer of 2020. Results from the 27th sample from 2020 were 1.4 ug/L.

The final LCR revision will require water utilities to notify their state EPA of any upcoming long-term changes to their treatment process or water source. State EPA must approve any changes and they may require additional testing/monitoring or other actions. All systems must complete their service line inventory by January 15, 2024. The inventory must include all service line connections to the distribution system, regardless of ownership, including both utility owned and private property owned. A water system is no longer required to update their service line inventory once it shows all lead service lines have been replaced. If a lead line is found later, the water utility will need to update and resubmit an up to date inventory. The final rule will require all water utilities to create and submit a goal-based replacement plan to the State within three years of the final rule publication (January 15, 2024).

Lead is rarely found in significant quantities in naturally occurring sources of water, such as streams, lakes, rivers or ground water. The most common sources of lead in drinking water are lead pipes, solder and brass fittings in faucets and fixtures. Lead from lead pipes, solder and brass fittings can dissolve into water or sometimes can enter as flakes or small particles.

Town Council Action Report

Discussion:

The Water Department has actively been collecting and updating service line material information for the last few years. At this time, there are less than 100 service lines that still need to be verified.

Water Department has a goal to have all lead service lines replaced before the final rule compliance date of January 15, 2024. Coordination amongst property/homeowners and the Town will be one of the deciding factors on how quickly this can be completed. Under the proposed Lead Service Line Replacement Program:

- The Town will replace the public portion of any lead line between the water main and shut off valve located near the property line at no expense to the property/homeowner.
- The property/homeowner will be required to replace their portion of the lead line from the shut off at the property line into the house.
- The property/homeowner will be offered the opportunity for the Town to front the owner's portion of the replacement in full at time of replacement.
- The property/homeowner will enter into a repayment program with the Town at zero percent interest.
- Repayment terms will be based upon the total cost:
 - less than \$2,500 repaid in 12 months or less
 - between \$2,500 and \$5,000 repaid in 24 months;
 - greater than \$5,000 repaid in 36 months.
- Repayment can be made as often as the property/homeowner decides, but it needs to be repaid in full by the timeframe set out above.
- To protect the investment the Town is making, the Town will place a lien on the property until the amount is fully repaid.
- Once repaid, the lien will be removed. The Town will solicit quotes/bids from licensed plumbers to assist property/homeowners who do not have a preferred plumber already.

\$50,000 is currently budgeted in FY2021-22 Water Department Capital Investment fund for lead line replacements and testing. \$350,000 is planned in FY2022-23 Water Department Capital Investment fund for additional lead line replacements. At this time, there are six lead lines on both sides of the shut off, three lead lines on only the Town-owned/public side and fifty-seven on only the property/homeowner side that need to be replaced.

Town staff is recommending approval of the Lead Line Replacement Program. Staff believes this plan will help expedite the replacement by allowing property/homeowners a chance to finance their obligation at zero percent interest.

Keywords: Lead, Service Line, Replacement

RESOLUTION NO. _____

RESOLUTION APPROVING LEAD SERVICE LINE REPLACEMENT PROGRAM

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.

WHEREAS, The Town desires to implement a program to facilitate the replacement of lead water-service lines.

WHEREAS, Under this program, the Town will pay to replace the lead service lines between the water main and a property’s shut-off valve, while the cost of replacing lines between the shut-off valve and structure will be the property owner’s responsibility.

WHEREAS, To decrease the financial burden on property owners, the program will include an interest-free loan component, under which the Town would pay for the property owner’s line replacement up front and recoup the costs from the property owner over an extended period of time.

WHEREAS, It is in the best interests of the health, safety and welfare of the citizens of Normal to authorize a lead-service-line-replacement program.

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

SECTION 1. The lead service line replacement program is approved as set forth in the Town Council Action Report dated February 25, 2021, titled “*Resolution Approving Lead Service Line Replacement Program,*” and the accompanying document titled “*Lead Line Replacement Program,*” both of which are incorporated in this resolution by reference.

SECTION 2. That the City Manager or her designee is authorized and directed to execute all necessary documents to implement the lead service line replacement program.

ADOPTED this ____ day of _____, 2021.

APPROVED:

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

ATTEST:

Town Clerk
(seal)

Lead Line Replacement Program

The Town of Normal is committed to providing reliable, clean water to all residents and properties. The Town of Normal is aware of a minimal number of residences (less than 75 of the Town's 17,377 services) with lead service lines.

Water services are broken down into the following components:

- I. **Town-owned line** located from the water main to the shut off valve at a property line, and
- II. **Property owner line** located from the curb stop/shut off valve to the home. (Plumbing inside is the homeowner's responsibility.)

For the safety and health of residents and our community, these lead service lines need to be replaced. The Town of Normal has created the Lead Line Replacement Program to expedite the replacement of lead service lines in our community.

The Illinois Environmental Protection Agency (IEPA) does not allow partial replacements of lead service lines. This means coordination is key and the Town of Normal and property owners must replace lead service lines at the same time. The cost of replacing the lead service lines varies. The Town estimates the cost to the homeowners for this work will range between \$3,000 to \$7,000.

The Town of Normal Lead Line Replacement Repayment program allows property owners to complete the lead service line replacement and finance it through the Town, ensuring this work is done quickly and correctly.

Program timeline/steps include:

1. Beginning Spring 2021, the Town of Normal will replace its portion of the water service lines at no cost to property owners.
2. The Town of Normal will notify impacted residents of the existence of lead services lines into their home, inform them of the Lead Line Replacement Program and available options, including the option to finance necessary work through the Town of Normal.
3. Property owners will be asked to sign a financing agreement (if they desire assistance) and an access agreement allowing the Town and a plumber onto their private property to replace the property-owner water service line from the curb stop/shut off valve to the home.
4. For property owners without a preferred plumber, the Town will provide a list of approved plumbers/pricing. If property owners choose to use a preferred plumber, they will consult with the Town on estimated costs.
5. Once a plumber has been chosen, property owners and the Town's Water Department will coordinate the date and time of water service line replacement.

6. Prior to beginning the water service line replacement, property owners must remove any landscaping in the area of proposed work.
7. The approved plumber will complete the work.
8. For property owners requesting assistance, the Town will pay plumbers in full to replace the property owner's water service line from the curb stop/shut off valve to the home.
9. Financing of the work will be made through the Town of Normal at zero percent interest (0%). Payments can be made monthly or in full any time during/before the end of the agreed term with no penalty for early repayment.
10. The Town of Normal will place a lien on the property until the property owner repays the Town in full for the cost of the work completed.
11. Once replacement of lead lines is complete, the property owner will repay the Town of Normal using the following schedule:

If the cost of replacement is:	Property owners will be expected to repay the expense in:
<= to \$2,500	12 months
> \$2,500 but < = to \$5,000	24 months
> \$5000	36 months

12. Following service line replacement, the Town and the property owners meet these responsibilities:

The Town of Normal will:	Property Owners will:
<ul style="list-style-type: none"> • Provide pitcher filter or point of use device and instructions for use as well as a six-month supply of lead filters for after replacement of lead line. • Flush the service line at the time of replacement and offer to provide follow up sampling three to six months after lead line replacement. • Level and seed disturbed areas with grass. • Pay plumber for services. 	<ul style="list-style-type: none"> • Replace landscaping once work is complete. • Water the newly grass-seeded area and be responsible for its care and growth. • Reimburse Town for cost of replacement of private service per the above schedule.

New Business



Town Council Action Report

March 1, 2021

Presentation by McLean County on the Mental Health Action Plan

Prepared By: Pamela S. Reece, City Manager

Reviewed By: Eric Hanson, Assistant City Manager

Staff Recommendation: No Council Action is Required

Attachments: n/a

Community Impact: Communities across the country face continuing challenges with caring for those battling a myriad of mental health issues. In 2015, the Town, in partnership with the City of Bloomington and McLean County, approved an increase in the sales tax in support of a regional approach addressing mental health challenges. The need for funding program and initiatives is needed now more than ever.

Budget Impact: n/a

Strategic Alignment:



Town Council Action Report

Background:

On September 8, 2015, the Town Council approved Ordinance No. 5596, which increased the Town's home-rule sales tax from 1.5% to 2.5%, effective January 1, 2016. The ordinance requires the Town to distribute 25% of the net revenue generated from the rate increase to McLean County for purposes of mental health and public safety. That distribution must be made in accordance with an intergovernmental agreement between the Town, County, and City of Bloomington. The revenue sharing agreement between the City, County and Town was adopted in March 2016.

Discussion:

McLean County leadership will be presenting a brief update to Council on the community mental health initiative. County Board Chairman John McIntyre will be accompanied by County Administrator Camille Rodriguez and Behavioral Health Coordinating Council Supervisor Trisha Malott, who will be providing information on the County's Mental Health Action Plan implementation.

Keywords: McLean County, Mental Health Action Plan