



March 15, 2021

Mr. Tim Gleason, City Manager
City of Bloomington
115 E Washington Street, Ste 402
Bloomington, IL 61701-3157

Dear Tim,

Since late February, we have spoken a few times about properties served with City water and Town sewer following my initial inquiry about Unit Drive properties. I appreciate you and your staff meeting with Town staff (virtually) last week to start seeking resolution to what I understand has been a long-term billing issue.

As we have learned, the City is aware that it has collected monthly sanitary sewer revenues from customers served by Town sewer but not remitted revenues to us since at least 2012 and held such funds in a liability account. It seems appropriate to remit these funds to the Town expeditiously. To build a clear and mutual understanding of this issue between the Town and the City as well as help resolve any misunderstanding related to the City's billing practices of customers served by City water and Town sewer, I have attached an initial request for information. Per our discussion, I understand the City is currently focused on completing the FY2021-22 budget process with limited ability to focus on this billing issue until mid-April. I believe the requested information may be readily available through the City's billing and financial records and hope to receive a response promptly. Please advise if unable to produce the requested information. Once we have received the City's responses, we will have a better idea on next steps. I anticipate you will have your own questions and I look forward to receiving them as soon as possible so we can jointly move forward toward resolution.

We will schedule the next group discussion in April as planned. In the meantime, I look forward to reviewing information provided about the City's utility billing history.

Thank you for your prompt attention.

A handwritten signature in black ink that reads "Pam Reece".

Pamela S. Reece
City Manager

Enclosure

Sanitary Sewer Utility Billing Issues
Properties Served by City Water and Town Sewer
March 15, 2021

Following Town and City staff conversations about utility billing, the Town learned that the City collected sewer revenue from properties served by City water and Town sewer but has not remitted sewer funds to Normal since 2012. To further assess the situation, the Town seeks responses to the following initial questions and statements.

1. Please provide addresses for all properties served by City water and Town sewer that are billed by City.
2. What properties/addresses does City believe are billed by Town for Town water and City sewer?
3. Please confirm the sewer rate City is charging to properties served by City water and Town sewer?
4. Please provide last date that City remitted funds to Town from:
 - a. Former Metrozone properties
 - b. Rivian (or Mitsubishi Motors if prior to 2017)
 - c. Bridgestone
 - d. BroMenn
 - e. Other
5. What factors caused City to stop remitting funds to Town for revenues collected from properties served by City water and Town sewer?
6. Have all properties been billed and collected?

- a. Are all properties considered current accounts receivables?
 - b. If not, please provide information regarding what properties have past due accounts.
7. Since City has placed Town sewer revenues into liability account:
 - a. Please confirm the current account balance and transaction history of the account.
 - b. Where are funds currently reflected in City financials?
8. Did the City have a plan for remitting funds to Town?
9. What is average monthly sewer revenue collected (excluding BNWRD charges) from:
 - a. Metrozone area properties
 - b. Rivian
 - c. Bridgestone
 - d. BroMenn
 - e. Other
10. What intergovernmental agreements does City believe impact collection and remission of sewer revenues to Town? Please provide a copy of each agreement.
11. Can City provide detailed utility billing history for each property if requested?
 - a. If yes, in what format and what detail can be provided?
 - b. Can copies of monthly utility bills be provided?
12. Has City remitted all funds to BNWRD during the time that funds were not remitted to Normal?