



**BOARD OF TRUSTEES FOR THE TOWN OF THE CITY OF BLOOMINGTON  
BLOOMINGTON CENTER FOR PERFORMING ARTS (BCPA) AUDITORIUM  
600 N. EAST STREET, BLOOMINGTON, IL 61701  
MONDAY, SEPTEMBER 25, 2023, 5:30 PM**

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Roll Call**

**4. Public Comment**

*Individuals wishing to provide emailed public comment must email comments to [publiccomment@cityblm.org](mailto:publiccomment@cityblm.org) at least 15 minutes before the start of the meeting. Individuals wishing to speak in-person may register at [cityblm.org/register](http://cityblm.org/register) at least 5 minutes before the start of the meeting.*

**5. Consent Agenda**

*Items listed on the Consent Agenda are approved with one motion; Items pulled from the Consent Agenda for discussion are listed and voted on separately.*

A. Consideration and Action to Approve the Minutes of the August 28, 2023, Regular Session of the City of Bloomington Township Board Meeting, as requested by the Township Clerk N/A. *(Recommended Motion: The proposed Minutes be approved.)*

B. Consideration and Action to Certify the August 2023 Statement of Funds for the General Town Administration Fund, General Assistance Fund, and Cemetery Fund, as requested by the Township Supervisor . *(Recommended Motion: The August 2023 Statement of Funds be certified.)*

C. Consideration and Action to Approve the September 25, 2023 General Town Fund Request for Payments, as requested by the Township Supervisor . *(Recommended Motion: The September 25, 2023 Request for Payments be approved.)*

**6. Regular Agenda**

A. Report on Change Orders #3-#5 for the COBT Office Renovation Project, as requested by the Township Supervisor . *(Recommended Motion: None; for communication purposes only.)*

**7. Reports by Elected Officials**

A. Presentation and Discussion of the Township Supervisor's Report, as requested by the City of Bloomington Township . *(Recommended Motion: None; presentation*

*only.)*

- B. Presentation and Discussion of the Township Assessor's Report, as requested by the City of Bloomington Township . *(Recommended Motion: None; presentation only.)*

## **8. Adjournment**

Individuals with disabilities planning to attend the meeting who require reasonable accommodations to observe and/or participate, or who have questions about the accessibility of the meeting, should contact the City's ADA Coordinator at 309-434-2468 or [mhurt@cityblm.org](mailto:mhurt@cityblm.org).



**REGULAR AGENDA ITEM NO. 5.A.**

**FOR CITY OF BLOOMINGTON TOWNSHIP:** September 25, 2023

**WARD IMPACTED:** Town of the City of Bloomington

**SUBJECT:** Consideration and Action to Approve the Minutes of the August 28, 2023, Regular Session of the City of Bloomington Township Board Meeting

**RECOMMENDED MOTION:** The proposed Minutes be approved

**STRATEGIC PLAN LINK:**

**STRATEGIC PLAN SIGNIFICANCE:**

**BACKGROUND:** In compliance with the Open Meetings Act 5 ILCS 120/2.06(b), minutes must be approved within thirty days after the meeting or at the second subsequent regular meeting, whichever is later. The minutes of the meeting provided have been reviewed and certified as correct and complete by the Township Clerk and have been made available for public inspection and posted to the Township's website, pending Board approval.

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** N/A

**FINANCIAL IMPACT:** N/A

Respectfully submitted for consideration.

Prepared by: Amanda Stutsman

**ATTACHMENTS:**

[5A 20230828 DRAFT\\_Township\\_Minutes.docx](#)



MINUTES  
TOWNSHIP - REGULAR SESSION  
MONDAY, AUGUST 28, 2023, 5:30 PM

The Board of Trustees for the Town of the City of Bloomington convened in regular session in the Bloomington Center for Performing Arts Auditorium at 5:30 P.M., Monday, August 28, 2023. The meeting was called to order by Trustee Mwilambwe and led the Pledge of Allegiance.

Roll Call

Attendee Name	Title	Status
Donna Boelen	Trustee	Present
Mollie Ward	Trustee	Present
John Danenberger	Trustee	Present
Cody Hendricks	Trustee	Present
Kent Lee	Trustee	Present
Tom Crumpler	Trustee	Present
Nick Becker	Trustee	Present
Sheila Montney	Trustee	Present
Jenna Kearns	Trustee	Present
Mboka Mwilambwe	Chair	Present

Elected Officials / Staff Present: Deborah L. Skillrud, Township Supervisor; Steve Scudder, Township Assessor; and Leslie Smith-Yocum, Township Clerk.

Public Hearing

The following item was presented:

Item 4.A. Public Hearing for the Proposed Fiscal Year 2024 Amended budget, as requested by the City of Bloomington Township.

Trustee Mwilambwe opened the Public Hearing at 5:30 P.M.

Township Supervisor Deb Skillrud confirmed there was no presentation.

Township Clerk Leslie Smith-Yocum opened the floor for public comment. No individuals came forward.

Trustee Kearns arrived at 5:33 P.M.

Trustee Mwilambwe closed the Public Hearing at 5:36 P.M.

Public Comment

Trustee Mwilambwe opened the meeting to receive public comment. Leslie Smith-Yocum, Township Clerk, reported that no one had registered to speak in person or had

submitted emailed public comment. Mrs. Yocum asked if anyone from the public wanted to provide public comment. No individuals came forward.

#### Consent Agenda

Items listed on the Consent Agenda are approved with one motion; Items pulled from the Consent Agenda for discussion are listed and voted on separately.

Trustee Crumpler made a motion, seconded by Trustee Boelen, to approve the consent agenda as presented.

Item 6.A. Consideration and Action to Approve the Minutes of the July 24, 2023, Regular Session of the City of Bloomington Township Board Meeting, as requested by the Township Clerk.

Item 6.B. Consideration and Action to Certify the July 2023 Statement of Funds for the General Town Administration Fund, General Assistance Fund, and Cemetery Fund, as requested by the Township Supervisor.

Item 6.C. Consideration and Action to Approve the August 28, 2023 General Town Fund Request for Payments, as requested by the Township Supervisor.

Trustee Mwilambwe directed the Clerk to call roll:

AYES: Kearns; Boelen; Montney; Becker; Danenberger; Hendricks; Ward; Crumpler; Mwilambwe

Motion carried.

#### Regular Agenda

The following item was presented:

Item 7.A. Presentation and Acceptance of the Fiscal Year 2023 Annual Financial Report (aka Annual Audit), as requested by the Township Supervisor.

Township Supervisor Deb Skillrud introduced Rick Phillips and Andrew Beasley of Phillips and Associates, an Accounting Firm.

Trustee Lee arrived at 5:43 P.M.

Mr. Phillips provided a brief summary of the Annual Audit results, provided an overview of the audit process, and the positive working relationship with Township Management. He reported that revenues exceeded expenditures for Fiscal Year 2023.

Trustee Montney made a motion, seconded by Trustee Boelen, to accept the Item as presented.

Trustee Mwilambwe directed the Clerk to call roll:

AYES: Kearns; Boelen; Montney; Becker; Danenberger; Hendricks; Ward; Lee; Crumpler; Mwilambwe

Motion carried.

The following item was presented:

Item 7.B. Presentation and Acceptance of the Fiscal Year 2023 Annual Treasurer's Report, as requested by the Township Supervisor.

Supervisor Skillrud stated the Fiscal Year 2023 Annual Treasurer's Report was provided to the Board and there was no additional presentation.

Trustee Hendricks made a motion, seconded by Trustee Boelen, to accept the Item as presented.

Trustee Mwilambwe directed the Clerk to call roll:

AYES: Kearns; Boelen; Montney; Becker; Danenberger; Hendricks; Ward; Lee; Crumpler; Mwilambwe

Motion carried.

The following item was presented:

Item 7.C. Consideration and Action on the Adoption of the Fiscal Year 2024 Amended Budget and Appropriation Ordinance, as requested by the Township Supervisor.

Supervisor Skillrud stated the amended budget reflected additional interest income from the Illinois Funds' investments as well as increased expenses for furniture as part of the building renovation. She noted that the General Assistance fund also benefited from additional interest income.

Trustee Boelen made a motion, seconded by Trustee Hendricks, to adopt the Item as presented.

Trustee Mwilambwe directed the Clerk to call roll:

AYES: Kearns; Boelen; Montney; Becker; Danenberger; Hendricks; Ward; Lee; Crumpler; Mwilambwe

Motion carried.

The following item was presented:

Item 7.D. Facility Remodel Quote from Widmer Interiors for the Purchase of New Office Furniture, as requested by the Township Supervisor.

Supervisor Skillrud reported that the new furniture would last Township another 25 years.

Trustee Crumpler made a motion, seconded by Trustee Boelen, to approve the Item as presented.

Trustee Mwilambwe directed the Clerk to call roll:

AYES: Kearns; Boelen; Montney; Becker; Danenberger; Hendricks; Ward; Lee; Crumpler; Mwilambwe

Motion carried.

The following item was presented:

Item 7.E. Preauthorization to Execute Change Orders for the Facility Remodel Quote from Widmer Interiors, as requested by the Township Supervisor.

Trustee Boelen made a motion, seconded by Trustee Hendricks, to approve the Item as presented.

Trustee Mwilambwe directed the Clerk to call roll:

AYES: Kearns; Boelen; Montney; Becker; Danenberger; Hendricks; Ward; Lee; Crumpler; Mwilambwe

Motion carried.

#### Reports by Elected Officials

The following item was presented:

Item 8.A. Presentation and Discussion of the Township Supervisor's Report, as requested by the City of Bloomington Township.

Supervisor Skillrud reported an increase in Township assistance requests noting an increase in applications for the Housing Eviction Relief Effort ("HERE") Program from residents throughout McLean County. She noted that many rural townships did not offer a HERE program and she intended to reach out to them to offer assistance in establishing one.

The following item was presented:

Item 8.B. Presentation and Discussion of the Township Assessor's Report, as requested by the City of Bloomington Township.

Assessor Scudder reported that the Fiscal Year 2023 Equalized Assessed Value ("EAV") report had not been finalized and staff were working to level out the increases to EAVs to avoid McLean County Assessor's Office from applying a multiplier to the entire Township. He explained how EAVs were calculated and how it affected the homeowner.

#### Adjournment

Trustee Boelen made a motion, seconded by Trustee Hendricks, to adjourn the meeting.

Trustee Mwilambwe directed the Clerk to call roll:

AYES: Kearns; Boelen; Montney; Becker; Danenberger; Hendricks; Ward; Lee; Crumpler; Mwilambwe

Motion carried (viva voce).

The Meeting Adjourned at 5:58 P.M.

ATTEST

\_\_\_\_\_  
Amanda Stutsman, Deputy Township Clerk



**REGULAR AGENDA ITEM NO. 5.B.**

**FOR CITY OF BLOOMINGTON TOWNSHIP:** September 25, 2023

**WARD IMPACTED:** Town of the City of Bloomington

**SUBJECT:** Consideration and Action to Certify the August 2023 Statement of Funds for the General Town Administration Fund, General Assistance Fund, and Cemetery Fund

**RECOMMENDED MOTION:** The August 2023 Statement of Funds be certified

**STRATEGIC PLAN LINK:**

**STRATEGIC PLAN SIGNIFICANCE:**

**BACKGROUND:** Pursuant to Illinois Statute 60 ILCS 1/80-15, the Township Board of Trustees shall examine and certify the accounts of the Supervisor for all money received and distributed by them, including all expenses necessarily incurred for the use and benefit of the Township as well as for General Assistance.

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** N/A

**FINANCIAL IMPACT:** N/A

Respectfully submitted for consideration.

Prepared by: Debbie Stilwell

**ATTACHMENTS:**

[5BC 20230831 COBT Financial Audit & 20230925 Payment Request.pdf](#)



**STATEMENT OF FUNDS--SUPERVISOR**

ALL ACCOUNTS  
McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)  
COUNTY OF McLEAN)

)SS

Town of the City of Bloomington

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

The following is a statement by DEBORAH L. SKILLRUD, SUPERVISOR of the TOWN OF THE CITY OF BLOOMINGTON in the County and State aforesaid, of the amount of public funds received and expended by her during the period just closed, ending on the **31st day of August 2023**, showing the amount of public funds on hand at the commencement of said period, the amount of public funds received and from what source received, and the amount of public funds expended and for what purpose expended during said period ending as aforesaid.

The said DEBORAH L. SKILLRUD, being duly sworn, doth depose and say that the following statement by her subscribed is a correct statement of the amount of public funds on hand at the commencement of the period above stated, the amount of public funds received and the sources from which received, and the amount expended and the purpose for which expended as set forth in said statement.

Subscribed and sworn to before me this **25th day of September 2023**.

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

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

This **25th day of September 2023**.

WE, the undersigned BOARD OF TRUSTEES of the TOWN OF THE CITY OF BLOOMINGTON, do hereby certify that we have this day examined the foregoing and annexed account of DEBORAH L. SKILLRUD, SUPERVISOR of GENERAL TOWN ADMINISTRATION FUND, and find the same in all respects true and correct and that there appears to be a balance of **\$3,592,110.03** in ILLINOIS FUNDS in SPRINGFIELD, ILLINOIS, **\$15,688.46** in PRAIRIE STATE BANK & TRUST (53) in BLOOMINGTON, McLEAN COUNTY, ILLINOIS, and a balance of **\$759,869.87** in PRAIRIE STATE BANK & TRUST (64) in BLOOMINGTON, McLEAN COUNTY, ILLINOIS, constituting the GENERAL TOWN ADMINISTRATION FUND of said TOWN.

\_\_\_\_\_  
WARD 1: Jenna L Kearns

\_\_\_\_\_  
WARD 6: Cody Hendricks

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

\_\_\_\_\_  
WARD 7: Mary "Mollie" Ward

\_\_\_\_\_  
WARD 3: Sheila Montney

\_\_\_\_\_  
WARD 8: Kent Lee

\_\_\_\_\_  
WARD 4: John W Danenberger

\_\_\_\_\_  
WARD 9: Tom Crumpler

\_\_\_\_\_  
WARD 5: Nick Becker

\_\_\_\_\_  
Trustee Mboka Mwilambwe  
Board of Trustees of the Town of the City of Bloomington, McLean County, Illinois

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

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

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

Month of: **AUGUST**

**Public Funds at Commencement**

Cash: Prairie State Bank & Trust (53) Checking Balance	\$ 78,251	
Investments: Illinois Fund	\$ 3,559,322	
Investments: Prairie State Bank & Trust (64)	\$ 570,970	
	<u>          </u>	
Public Funds at Commencement		\$ 4,208,544

**Public Funds Received This Month**

Interest: Prairie State Bank (53)	\$ 26	
Interest: Prairie State Bank (64)	\$ 66	
Interest: Illinois Funds (1085)	\$ 16,558	
Other Income - Retiree Insurance	\$ 2,165	
Other Income - GA Administration	\$ 105	
Personal Property Replacement Tax	\$ 11,352	
Tax Levy	\$ 338,835	
	<u>          </u>	
Public Funds Received This Month		\$ 369,106

Public Funds Available \$ 4,577,650

**Public Funds Expended This Month**

\$ 209,982

**TOTAL Public Funds at Month End** \$ 4,367,668

**Public Funds at Month End**

Cash: Prairie State Bank & Trust (53) Checking Balance	\$ 15,688	
Investments: Illinois Fund	\$ 3,592,110	
Investments: Prairie State Bank & Trust (64)	\$ 759,870	
	<u>          </u>	
<b>TOTAL Public Funds at Month End</b>		<u><u>\$ 4,367,668</u></u>

**Checking Account Activity**

Prairie State Bank & Trust (53) Balance at Commencement	\$ 78,251	
Deposits		
Interest: Prairie State Bank & Trust (53)	\$ 26	
Other Income - Retiree Insurance	\$ 2,165	
Other Income - GA Administration	\$ 105	
Transfer from Prairie State Bank & Trust Reserve (64)	\$ 150,000	
Total Deposits for Month	<u>\$ 152,296</u>	
Total Funds Available		\$ 230,548
Checks Written		
Assessor's Office Expenses	\$ 10,741	
Community Agency Funding	\$ 54,187	
Capital Fund Reserve	\$ 46,103	
Compensation & Benefits	\$ 85,666	
Services & Expenses	\$ 9,217	
Supervisor's Office Expenses	\$ 4,067	
PPRT Transfer to Cemetery Fund	\$ 3,497	
PPRT Transfer to General Assistance Fund	\$ 1,381	
Total Checks Written	<u>\$ 214,859</u>	
Total Checks Written		\$ 214,859
<b>Prairie State Bank &amp; Trust (53) Balance at Month End</b>		<u><u>\$ 15,688</u></u>

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

Balance per Bank Statement	\$ 83,236	
Plus Outstanding Deposits	\$ 2,165	
Less Outstanding Checks	\$ (69,712)	
	<u>          </u>	
<b>Checkbook Balance per Reconciliation</b>		<u><u>\$ 15,688</u></u>

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

Statement of Receipts and Disbursements

		<u>Aug-23</u>	
<b>Revenue</b>			
7000 Interest		\$	16,650
7400 Other Income		\$	2,270
7600 Personal Property Replacement Tax		\$	11,352
7800 Tax Levy		\$	338,835
	Total Revenue		\$ 369,106
	Total Income		<b>\$ 369,106</b>
<b>Expense</b>			
Assessor's Office			
9151 Auto Expense		\$	37
9161 Telephone		\$	1,055
9171 Utilities		\$	657
9251 Education/Meetings/Conferences		\$	1,320
9271 Appraisal Services		\$	300
9291 Janitorial		\$	175
9301 Computer Services		\$	2,517
9311 Mapping/GIS Services		\$	4,680
	Total Assessor's Office		\$ 10,741
Community Agency Funding			
10215 HERE - Housing Eviction Relief Effort		\$	17,777
1023 Community Medical		\$	15,000
1025 GA Client Services		\$	1,410
1027 Senior Services		\$	20,000
	Total Community Agency Funding		\$ 54,187
Compensation (Salaries) & Benefits			
7011 TWP Supervisor		\$	7,833
7021 TWP Assessor		\$	8,000
7031 Town Clerk		\$	200
7051 General Assistance Staff		\$	28,738
7061 Deputy Assessors		\$	24,785
7081 IMRF/Employer (2023 = 5.43%)		\$	3,418
7091 FICA (SS/MC)/Employer		\$	5,065
7101 Group Medical/Employer		\$	7,628
	Total Compensation (Salaries) & Benefits		\$ 85,666
Services & Expenses			
1028 Membership Dues		\$	1,276
1030 Legal Expense		\$	1,216
1035 Publishing		\$	121
1040 Building Maintenance		\$	532
1042 Janitorial Services & Supplies		\$	361
1045 Special Projects		\$	5,710
	Total Services & Expenses		\$ 9,217
Capital Fund Reserve			
Township Building Improvements		\$	46,103
	Total Capital Fund Reserve		\$ 46,103
Supervisor's Office			
8121 Janitorial		\$	219
8131 Utilities		\$	985
8141 Telephones		\$	1,875
8161 Education/Conference/Meetings		\$	636
8181 Equipment Repair/Rental		\$	292
8221 Computer/Contract Services		\$	61
	Total Supervisor's Office		\$ 4,067
	Total Expense		<b>\$ 209,982</b>
<b>Net Income</b>			<b>\$ 159,125</b>

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

Year to Date Budget Comparison

Income	<u>Aug-23</u>	<u>AMENDED Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Revenue</b>				
7000 Interest	\$ 75,192	\$ 100,000	\$ (24,808)	75.2%
7400 Other Income	\$ 12,615	\$ 40,000	\$ (27,385)	31.5%
Other Income: Grants	\$ -	\$ 5,000	\$ (5,000)	0.0%
Other Income: TWP IGAs	\$ 710	\$ 2,000	\$ (1,290)	35.5%
7450 Township Litigation Income	\$ -	\$ 25	\$ (25)	0.0%
7600 Personal Property Replacement Tax	\$ 222,538	\$ 400,000	\$ (177,462)	55.6%
7800 Tax Levy	\$ 1,188,454	\$ 1,645,000	\$ (456,546)	72.2%
Total Revenue	<u>\$ 1,499,509</u>	<u>\$ 2,192,025</u>	<u>\$ (692,516)</u>	<u>68.4%</u>
Total Income	\$ 1,499,509	\$ 2,192,025	\$ (692,516)	68.4%
<b>Expense</b>				
<b>Assessor's Office</b>				
9141 Rent/Debt Service	\$ -	\$ 11,544	\$ (11,544)	0.0%
9151 Auto Expense	\$ 999	\$ 5,000	\$ (4,001)	20.0%
9161 Telephone	\$ 1,055	\$ 3,000	\$ (1,945)	35.2%
9171 Utilities	\$ 2,639	\$ 5,800	\$ (3,161)	45.5%
9191 Postage	\$ -	\$ 300	\$ (300)	0.0%
9201 Office Supplies	\$ 417	\$ 2,000	\$ (1,583)	20.8%
9211 Publications & Printing	\$ -	\$ 500	\$ (500)	0.0%
9231 Equipment	\$ 2,174	\$ 6,000	\$ (3,826)	36.2%
9241 Equipment Repair/Rental	\$ -	\$ 1,500	\$ (1,500)	0.0%
9251 Education/Meetings/Conferences	\$ 2,022	\$ 17,000	\$ (14,978)	11.9%
9261 Replatting & Remapping	\$ -	\$ 9,000	\$ (9,000)	0.0%
9271 Appraisal Services	\$ 2,820	\$ 34,000	\$ (31,180)	8.3%
9291 Janitorial	\$ 875	\$ 2,000	\$ (1,125)	43.8%
9301 Computer Services	\$ 2,773	\$ 20,000	\$ (17,227)	13.9%
9311 Mapping/GIS Services	\$ 4,680	\$ 30,000	\$ (25,320)	15.6%
9312 Membership Dues/Assessor's Staff	\$ -	\$ 2,500	\$ (2,500)	0.0%
Total Assessor's Office	<u>\$ 20,454</u>	<u>\$ 150,144</u>	<u>\$ (129,690)</u>	<u>13.6%</u>
<b>Community Agency Funding</b>				
10215 Housing Eviction Relief Effort (HERE)	\$ 76,341	\$ 150,000	\$ (73,659)	50.9%
1023 Community Medical	\$ 15,000	\$ 25,000	\$ (10,000)	60.0%
1025 GA Workfare Development/Client Services	\$ 7,283	\$ 50,000	\$ (42,717)	14.6%
1026 Youth Services	\$ -	\$ 35,000	\$ (35,000)	0.0%
1027 Senior Services	\$ 20,000	\$ 80,000	\$ (60,000)	25.0%
Total Community Agency Funding	<u>\$ 118,624</u>	<u>\$ 340,000</u>	<u>\$ (221,376)</u>	<u>34.9%</u>
<b>Compensation &amp; Benefits</b>				
7011 TWP Supervisor	\$ 39,167	\$ 94,000	\$ (54,833)	41.7%
7021 TWP Assessor	\$ 40,000	\$ 96,000	\$ (56,000)	41.7%
7031 Town Clerk	\$ 1,000	\$ 2,500	\$ (1,500)	40.0%
7041 Town Trustees	\$ 520	\$ 2,800	\$ (2,280)	18.6%
7051 General Assistance Staff	\$ 140,212	\$ 400,000	\$ (259,788)	35.1%
7061 Deputy Assessors	\$ 107,434	\$ 404,000	\$ (296,566)	26.6%
7081 IMRF/Employer (2023 = 5.43%)	\$ 15,962	\$ 80,000	\$ (64,038)	20.0%
7091 FICA (SS/MC)/Employer	\$ 23,868	\$ 76,446	\$ (52,578)	31.2%
7101 Group Medical/Employer	\$ 37,369	\$ 130,000	\$ (92,631)	28.7%
7111 State Unemployment/Employer	\$ 188	\$ 2,500	\$ (2,312)	7.5%
Total Compensation & Benefits	<u>\$ 405,721</u>	<u>\$ 1,288,246</u>	<u>\$ (882,525)</u>	<u>31.5%</u>

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

Year to Date Budget Comparison (cont.)

	<u>Aug-23</u>	<u>AMENDED BUDGET</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Services & Expenses				
1028 Membership Dues	\$ 1,686	\$ 2,000	\$ (314)	84.3%
1029 Auditing Expense	\$ -	\$ 7,500	\$ (7,500)	0.0%
1030 Legal Expense	\$ 2,090	\$ 12,000	\$ (9,910)	17.4%
1034 Insurance	\$ 11,980	\$ 13,000	\$ (1,020)	92.2%
1035 Publishing	\$ 121	\$ 2,500	\$ (2,379)	4.8%
1038 Other Expenditures	\$ 1,971	\$ 7,500	\$ (5,529)	26.3%
1039 Debt Service: Principle & Interest	\$ -	\$ 1,000	\$ (1,000)	0.0%
1040 Building Maintenance	\$ 1,669	\$ 20,000	\$ (18,331)	8.3%
1042 Janitorial Services & Supplies	\$ 1,586	\$ 6,000	\$ (4,414)	26.4%
1043 Building Security	\$ -	\$ 2,500	\$ (2,500)	0.0%
1044 Building Repairs #1	\$ -	\$ 131,791	\$ (131,791)	0.0%
1044 Building Repairs #2	\$ -	\$ 50,000	\$ (50,000)	0.0%
1045 Special Projects #1	\$ 25,587	\$ 75,000	\$ (49,414)	34.1%
1045 Special Projects #2	\$ -	\$ 90,000	\$ (90,000)	0.0%
1045 Special Projects #3: Decennial	\$ -	\$ 25,000	\$ (25,000)	0.0%
Total Services & Expenses	\$ 46,691	\$ 445,791	\$ (399,100)	10.5%
Capital Fund Reserve				
Township Building Improvements #1	\$ 46,103	\$ 409,729	\$ (363,627)	11.3%
Township Building Improvements #2	\$ -	\$ 908,179	\$ (908,179)	0.0%
Program Facility	\$ -	\$ 1	\$ (1)	0.0%
Total Capital Fund Reserve	\$ 46,103	\$ 1,317,909	\$ (1,271,807)	3.5%
Supervisor's Office				
8091 Postage	\$ -	\$ 3,000	\$ (3,000)	0.0%
8101 Rent/Debt Service	\$ -	\$ 20,000	\$ (20,000)	0.0%
8121 Janitorial	\$ 1,094	\$ 3,500	\$ (2,406)	31.3%
8131 Utilities	\$ 3,959	\$ 10,000	\$ (6,041)	39.6%
8141 Telephones	\$ 1,875	\$ 5,000	\$ (3,125)	37.5%
8151 Car Expense	\$ -	\$ 3,500	\$ (3,500)	0.0%
8161 Education/Conference/Meetings	\$ 1,571	\$ 4,000	\$ (2,429)	39.3%
8171 Equipment	\$ -	\$ 57,000	\$ (57,000)	0.0%
8181 Equipment Repair/Rental	\$ 1,372	\$ 6,000	\$ (4,628)	22.9%
8191 Office Supplies	\$ 656	\$ 6,000	\$ (5,344)	10.9%
8201 Printing	\$ -	\$ 3,000	\$ (3,000)	0.0%
8211 Publications	\$ -	\$ 1,000	\$ (1,000)	0.0%
8221 Computer/Contract Services	\$ 451	\$ 25,000	\$ (24,549)	1.8%
8241 Membership Dues	\$ -	\$ 450	\$ (450)	0.0%
Total Supervisor's Office	\$ 10,978	\$ 147,450	\$ (136,472)	7.4%
Emergency Transfer of Funds				
9000 GT Funds Transferred to GA Fund	\$ -	\$ 200,000	\$ (200,000)	0.0%
Total Emergency Transfer of Funds	\$ -	\$ 200,000	\$ (200,000)	0.0%
Total Expense	\$ 648,570	\$ 3,889,540	\$ (3,240,970)	16.7%
Net Income	\$ 850,939	\$ (1,697,515)	\$ 2,548,454	

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

Checking Account Activity			
<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
0502	Prairie State Bank & Trust (53)		
08/01/2023	Transfer	Prairie State Bank & Trust	150,000.00
08/01/2023	9968	Soaring Eagle Cleaning Services LLC	-700.00
08/01/2023	9969	James, Charles E	-10.00
08/01/2023	9970	TOI Trustees Division	-30.00
08/01/2023	9971	Ameren Illinois	-1,021.70
08/01/2023	9972	City of Bloomington Water Dept	-251.07
08/01/2023	9973	NICOR Gas	-679.98
08/01/2023	9974	Van Riper, Joseph & Drew %AB Rentals	-1,400.00
08/01/2023	9975	Tee Jay Central, Inc	-156.00
08/01/2023	9976	Illinois Property Assessment Institute	-1,320.00
08/01/2023	9977	CDS Office Technologies	-96.80
08/04/2023	9978	Steffen Family Partnership LLC %Young Am	-2,315.12
08/06/2023	EFT	EFT-Valutec Card Solutions	-60.72
08/08/2023	9979	Lewis, Yockey & Brown Inc	-2,617.50
08/08/2023	9980	Mescher Rinehart & Redlingshafer PC	-1,216.00
08/08/2023	9981	J Spencer Construction LLC	-46,102.50
08/08/2023	9982	American Pest Control Inc	-37.00
08/08/2023	9983	Bowman, Danny	-300.00
08/08/2023	9984	Ameren Illinois	-1,601.70
08/08/2023	9985	Traditions Essential Housing Impact Ptnrs	-226.00
08/08/2023	9986	NICOR Gas	-145.81
08/08/2023	9987	Farnsworth Group Inc	-3,092.75
08/08/2023	9988	Bloomington Housing Authority	-1,140.94
08/08/2023	9989	Faith in Action of Bloomington-Normal	-15,000.00
08/10/2023	3502	Bloomington TWP	35.00
08/10/2023	3503	Bloomington TWP	35.00
08/10/2023	4890	Danvers TWP	35.00
08/15/2023	9990	U-Haul	-282.92
08/15/2023	9991	VISA (DLS)	-74.78
08/15/2023	9992	City of Bloomington Finance Dept	-37.36
08/15/2023	9993	Town of the City of Bloomington - CEM	-3,496.71
08/15/2023	9994	Town of the City of Bloomington - GA	-1,380.87
08/15/2023	9995	Traditions Essential Housing Impact Ptnrs	-1,668.98
08/15/2023	9996	Ameren Illinois	-2,296.77
08/15/2023	9997	Pantagraph; Lee Enterprises - Central Ill	-121.12
08/15/2023	9998	NICOR Gas	-1,407.27
08/15/2023	9999	City of Bloomington Water Dept	-613.48
08/15/2023	10000	Class Act Realty LLC	-1,580.00
08/15/2023	10001	Skillrud, D L	-328.50
08/15/2023	20230815	EFT-Payroll	-25,358.68
08/15/2023	41309230	EFT-Federal Tax Deposit	-8,874.18
08/15/2023	1461578192	EFT-IL Tax Deposit	-1,650.50
08/15/2023	EFT	Prairie State Bank & Trust	-440.01
08/15/2023	EFT	TASC (Total Administrative Services Corp)	-401.24
08/22/2023	10002	Ace Industrial Properties Inc dba 1900E C	-1,000.00
08/22/2023	10003	Huck's/WEX Bank	-111.11
08/22/2023	10004	VISA (SRS)	-1,521.15
08/22/2023	10005	City of Bloomington Water Dept	-493.97
08/22/2023	10006	City of Bloomington IS Telecommunication	-1,874.56
08/22/2023	10007	City of Bloomington IS Telecommunication	-2,050.86
08/22/2023	10008	CDS Leasing	-195.00
08/22/2023	10009	City of Bloomington Water Dept	-1,124.29
08/22/2023	10010	Ameren Illinois	-124.96
08/22/2023	10011	Peace Meal ~ OSF Healthcare System	-20,000.00
08/22/2023	10012	James, Charles E	-6.40
08/29/2023	10013	NCPERS Group Life Ins	-64.00
08/29/2023	10014	City of Bloomington Health Insurance	-14,215.09
08/29/2023	10015	Davis, C A (Hadden)	-37.95
08/29/2023	10016	Bloomington Housing Authority	-184.54
08/29/2023	10017	Ameren Illinois	-140.21

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

Checks Issued (continued)			
<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
08/29/2023	10018	Ameren Illinois	-1,002.14
08/29/2023	10019	Illinois Township Attorneys Association	-250.00
08/29/2023	10020	CloudPoint Geospatial	-4,680.00
08/29/2023	10021	Hermes Service & Sales Inc	-339.00
08/29/2023	10022	TOI; Township Officials of IL	-1,246.38
08/30/2023	42527	Town of the City of Bloomington - CEM	7,757.83
08/31/2023	20230831	EFT-Payroll	-21,436.06
08/31/2023	94239975	EFT-Federal Tax Deposit	-7,451.28
08/31/2023	1741875664	EFT-IL Tax Deposit	-1,430.57
08/31/2023	EFT	Prairie State Bank & Trust	-440.01
08/31/2023	EFT	TASC (Total Administrative Services Corp)	-401.24
08/31/2023	92556	EFT-IMRF	-11,261.31
08/31/2023	09976033834	IMRF - Illinois Municipal Retirement Fund	2,164.73
08/31/2023	9995error	Traditions Essential Housing Impact Ptnrs	35.00
08/31/2023	9995error	Traditions Essential Housing Impact Ptnrs	-35.00
08/31/2023	Credit	Interest	26.45
		Total	<u><u>-62,563.03</u></u>



**STATEMENT OF FUNDS--SUPERVISOR**

ALL ACCOUNTS  
McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)  
COUNTY OF McLEAN)

)SS

Town of the City of Bloomington

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

The following is a statement by DEBORAH L. SKILLRUD, SUPERVISOR of the TOWN OF THE CITY OF BLOOMINGTON in the County and State aforesaid, of the amount of public funds received and expended by her during the period just closed, ending on the **31st day of August 2023**, showing the amount of public funds on hand at the commencement of said period, the amount of public funds received and from what source received, and the amount of public funds expended and for what purpose expended during said period ending as aforesaid.

The said DEBORAH L. SKILLRUD, being duly sworn, doth depose and say that the following statement by her subscribed is a correct statement of the amount of public funds on hand at the commencement of the period above stated, the amount of public funds received and the sources from which received, and the amount expended and the purpose for which expended as set forth in said statement.

Subscribed and sworn to before me this **25th day of September 2023**.

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

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

This **25th day of September 2023**.

WE, the undersigned BOARD OF TRUSTEES of the TOWN OF THE CITY OF BLOOMINGTON, do hereby certify that we have this day examined the foregoing and annexed account of DEBORAH L. SKILLRUD, SUPERVISOR of GENERAL ASSISTANCE FUND, and find the same in all respects true and correct and that there appears to be a balance of **\$410,295.23** in ILLINOIS FUNDS (0879) in SPRINGFIELD, ILLINOIS, **\$44,973.36** in PRAIRIE STATE BANK & TRUST (00) in BLOOMINGTON, McLEAN COUNTY, ILLINOIS, and a balance of **\$136,610.45** in PRAIRIE STATE BANK & TRUST (19) in BLOOMINGTON, McLEAN COUNTY, ILLINOIS, constituting the GENERAL ASSISTANCE FUND of said TOWN.

\_\_\_\_\_  
WARD 1: Jenna L Kearns

\_\_\_\_\_  
WARD 6: Cody Hendricks

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

\_\_\_\_\_  
WARD 7: Mary "Mollie" Ward

\_\_\_\_\_  
WARD 3: Sheila Montney

\_\_\_\_\_  
WARD 8: Kent Lee

\_\_\_\_\_  
WARD 4: John W Danenberger

\_\_\_\_\_  
WARD 9: Tom Crumpler

\_\_\_\_\_  
WARD 5: Nick Becker

\_\_\_\_\_  
Trustee Mboka Mwilambwe  
Board of Trustees of the Town of the City of Bloomington, McLean County, Illinois

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

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

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

**Month of: AUGUST**

**Public Funds at Commencement**

Cash: Prairie State Bank & Trust (00) Checking Balance	\$ 14,896	
Investments: Illinois Fund	\$ 408,403	
Investments: Prairie State Bank & Trust (19)	<u>\$ 145,381</u>	
Public Funds at Commencement		\$ 568,680

**Public Funds Received This Month**

Interest: Prairie State Bank (00)	\$ 9	
Interest: Prairie State Bank (19)	\$ 14	
Interest: Illinois Fund (0879)	\$ 1,892	
Personal Property Replacement Tax	\$ 1,381	
Refunds & Recoveries	\$ 9,133	
Tax Levy	<u>\$ 41,215</u>	
Public Funds Received This Month		\$ 53,644
Public Funds Available		<u>\$ 622,324</u>

**Public Funds Expended This Month**

<b>TOTAL Public Funds at Month End</b>	<u>\$ 30,445</u>
	<u><b>\$ 591,879</b></u>

**Public Funds at Month End**

Cash: Prairie State Bank & Trust (00) Checking Balance	\$ 44,973	
Investments: Illinois Fund (0879)	\$ 410,295	
Investments: Prairie State Bank & Trust (19)	<u>\$ 136,610</u>	
<b>TOTAL Public Funds at Month End</b>		<u><b>\$ 591,879</b></u>

**Checking Account Activity**

Checkbook Balance at Commencement	\$ 14,896	
Deposits:		
Interest: Prairie State Bank & Trust (00)	\$ 9	
Personal Property Replacement Tax	\$ 1,381	
Refunds & Recoveries	\$ 9,133	
Transfer from Prairie State Bank & Trust Reserve (19)	<u>\$ 50,000</u>	
Total Deposits for Month		<u>\$ 60,523</u>
Total Funds Available		\$ 75,419
Checks Written: General Assistance		<u>\$ 30,445</u>
<b>Checkbook Balance at Month End</b>		<u><b>\$ 44,973</b></u>

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

Balance per Bank Statement	\$ 52,866	
Less Outstanding Checks	<u>\$ (7,892)</u>	
<b>Checkbook Balance per Reconciliation</b>		<u><b>\$ 44,973</b></u>

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

Statement of Receipts and Disbursements

Aug-23

Revenue				
7000 Interest		\$	1,915	
7600 Personal Property Replacement Tax		\$	1,381	
7700 Refunds & Recoveries		\$	9,133	
7800 Tax Levy		\$	41,215	
	Total Revenue			\$ 53,644
Expense: CW				
6011 Groceries/Personal Essentials		\$	4,505	
6021 Rent		\$	7,700	
6051 Utilities		\$	1,749	
6071 Emergency Assistance		\$	16,277	
6101 Transportation		\$	90	
6121 Allowances		\$	125	
	Total CW			\$ 30,445
	Total Revenue			\$ 53,644
	Total Expense			\$ 30,445
	Net Income			\$ 23,199

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

Year to Date Budget Comparison

		<u>Aug-23</u>	<b>FY2024 Amended Budget</b>	\$ Over Budget	% of Budget
Income					
Revenue					
7000 Interest	\$	8,916	\$ 21,000	\$ (12,084)	42.5%
7400 Other Income	\$	-	\$ 10	\$ (10)	0.0%
7600 Personal Property Replacement Tax	\$	27,069	\$ 45,000	\$ (17,931)	60.2%
7700 Refunds & Recoveries	\$	15,064	\$ 20,000	\$ (4,936)	75.3%
7800 Tax Levy	\$	144,561	\$ 200,000	\$ (55,439)	72.3%
7900 GT Fund Transferred to GA Fund	\$	-	\$ 200,000	\$ (200,000)	0.0%
	Total Revenue	\$ 195,610	\$ 486,010	\$ (290,400)	40.2%
	Total Income	\$ 195,610	\$ 486,010	\$ (290,400)	40.2%
Expense					
CW					
6011 Groceries/Personal Essentials	\$	26,630	\$ 78,000	\$ (51,370)	34.1%
6021 Rent	\$	33,339	\$ 200,000	\$ (166,661)	16.7%
6051 Utilities	\$	4,538	\$ 50,000	\$ (45,462)	9.1%
6061 Medical	\$	-	\$ 20,000	\$ (20,000)	0.0%
6071 Emergency Assistance	\$	83,272	\$ 200,000	\$ (116,728)	41.6%
6081 Hospital	\$	-	\$ 10,000	\$ (10,000)	0.0%
6091 Funeral/Burial	\$	2,056	\$ 6,168	\$ (4,112)	33.3%
6101 Transportation	\$	215	\$ 5,000	\$ (4,785)	4.3%
6121 Allowances	\$	585	\$ 10,000	\$ (9,415)	5.9%
	Total CW Expense	\$ 150,636	\$ 579,168	\$ (428,532)	26.0%
	Total Expense	\$ 150,636	\$ 579,168	\$ (428,532)	26.0%
	Net Income	\$ 44,974	\$ (93,158)	\$ 138,132	

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

Checking Account Activity				
<u>Date</u>	<u>Number</u>		<u>Name</u>	<u>Amount</u>
0501	Prairie State Bank & Trust (00)			
08/01/2023	Transfer		Prairie State Bank & Trust	50,000.00
08/01/2023	37461		Ameren Illinois	-496.55
08/01/2023	37462		BHA; Blmgtm Housing Authority (laundry)	-25.00
08/01/2023	37463		BHA; Blmgtm Housing Authority (rent)	-104.00
08/01/2023	37464		NICOR Gas	-505.71
08/01/2023	37465		Virtuoso LLC %AB Rentals Inc	-810.00
08/01/2023	37466		Wills, Shirley J & Donald	-345.00
08/01/2023	37467		City of Bloomington Water Department	-408.42
08/01/2023	37468		Salvation Army	-200.00
08/01/2023	37469		Prakasam, Anitha %Core 3 Property Mgmt	-245.00
08/01/2023	37470		Thrasher, Raymond E	-200.00
08/04/2023	37471		Steffen Family Partnership LLC %Young Am	-916.00
08/05/2023	EFT		EFT-Kroger via Valutec	-4,504.62
08/08/2023	37472		Ameren Illinois	-2,600.48
08/08/2023	37473		Coontz, Herbert W& IvaJ, IrrevocableTrust	-313.00
08/08/2023	37474		Downtown Apts, The	-47.00
08/08/2023	37475		Carbaidwala, Mustali dba MKMC Filling St	-345.00
08/08/2023	37476		Econ-O-Wash Cleaners/Wilson & Wilson Ent	-50.00
08/08/2023	37477		BHA; Blmgtm Housing Authority (rent)	-898.36
08/08/2023	37478		BHA; Blmgtm Housing Authority (rent)	-939.76
08/15/2023	AC4402042		Treasurer, State of IL, SSI Reimbursement	9,133.00
08/15/2023	37479		Moore, J A dba Maple Grove Estates	-1,388.00
08/15/2023	37480		Ameren Illinois	-2,857.90
08/15/2023	37481		Traditions Essential Housing Impact Ptnrs	-1,606.00
08/15/2023	37482		VISA...2268 (GA)	-61.34
08/15/2023	37483		HCE Ventures LLC %ETM Inc	-200.00
08/15/2023	37484		Lakewood B LLC dba Lakewood Terrace Apts	-345.00
08/15/2023	37485		City of Bloomington Water Department	-578.31
08/15/2023	37486		NICOR Gas	-113.79
08/15/2023	37487		BHA; Blmgtm Housing Authority (laundry)	-25.00
08/15/2023	37488		BHA; Blmgtm Housing Authority (rent)	-145.00
08/15/2023	37489		Broadmoor Park LLC	-345.00
08/15/2023	37490		Home Sweet Home Ministries, Inc	-200.00
08/15/2023	37491		Jessen, Chad & Micha dba Red Rock Prop	-690.00
08/15/2023	37492		Lincoln Towers %Mid-Northern Group	-129.00
08/16/2023	9994		EFT-Personal Property Replacement Tax	1,380.87
08/22/2023	37493		Ameren Illinois	-150.00
08/22/2023	37494		Salvation Army	-200.00
08/22/2023	37495		Miller Trust, Annetta O dba Miller Prop	-345.00
08/22/2023	37496		Huck's/WEX Bank	-28.46
08/22/2023	37497		M&M Real Estate Partnership LLC %Class Ac	-345.00
08/22/2023	37498		Brown, Caire E	-200.00
08/22/2023	37499		Highland B LLC	-345.00
08/22/2023	37500		Tornquist, Randall S dba RST Rentals	-345.00
08/29/2023	37501		Moore Enterprises dba Grandview Estates	-345.00
08/29/2023	37502		BHA; Blmgtm Housing Authority (rent)	-1,256.00
08/29/2023	37503		Ameren Illinois	-1,511.05
08/29/2023	37504		City of Bloomington Water Department	-97.68
08/29/2023	37505		NICOR Gas	-50.74
08/29/2023	37506		Brady, Edward P %Brady Property Mgmt	-325.00
08/29/2023	37507		Phoenix Towers Preservation LP	-48.00
08/29/2023	37508		Prakasam, Anitha %Core 3 Property Mgmt	-200.00
08/29/2023	37509		BHA; Blmgtm Housing Authority (laundry)	-25.00
08/29/2023	37510		Broadmoor Park LLC	-345.00
08/29/2023	37511		H2R Equities %Core 3	-600.00
08/29/2023	37512		HCE Ventures LLC %ETM Inc	-300.00
08/29/2023	37513		Svensson, Patricia J & Marc B	-200.00
08/29/2023	37514		Wills, Shirley J & Donald	-345.00
08/29/2023	37515		Prakasam, Anitha %Core 3 Property Mgmt	-200.00
08/31/2023	37481error		Traditions Essential Housing Impact Ptnrs	690.00
08/31/2023	37481error		Traditions Essential Housing Impact Ptnrs	-690.00
08/31/2023	Credit		Interest	8.81
				<u>30,077.51</u>

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**STATEMENT OF FUNDS--SUPERVISOR**

ALL ACCOUNTS  
McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)

)SS

Town of the City of Bloomington

COUNTY OF McLEAN)

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

The following is a statement by DEBORAH L. SKILLRUD, SUPERVISOR of the TOWN OF THE CITY OF BLOOMINGTON in the County and State aforesaid, of the amount of public funds received and expended by her during the period just closed, ending on the **31st day of August 2023**, showing the amount of public funds on hand at the commencement of said period, the amount of public funds received and from what source received, and the amount of public funds expended and for what purpose expended during said period ending as aforesaid.

The said DEBORAH L. SKILLRUD, being duly sworn, doth depose and say that the following statement by her subscribed is a correct statement of the amount of public funds on hand at the commencement of the period above stated, the amount of public funds received and the sources from which received, and the amount expended and the purpose for which expended as set forth in said statement.

Subscribed and sworn to before me this **11th day of September 2023**.

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

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

This **11th day of September 2023**.

WE, the undersigned BOARD OF TRUSTEES of EVERGREEN MEMORIAL CEMETERY, TOWN OF THE CITY OF BLOOMINGTON, do hereby certify that we have this day examined the foregoing and annexed account of DEBORAH L. SKILLRUD, SUPERVISOR of EVERGREEN MEMORIAL CEMETERY FUND, and find the same in all respects true and correct and that there appears to be a balance of **\$405,156.32** in ILLINOIS FUNDS (0905) in SPRINGFIELD, ILLINOIS, **\$75,824.37** at HEARTLAND BANK (7774), BLOOMINGTON, McLEAN COUNTY, ILLINOIS and a balance of **\$723,652.60** at HEARTLAND BANK (7782), BLOOMINGTON, McLEAN COUNTY, ILLINOIS, constituting the EVERGREEN MEMORIAL CEMETERY FUND of said TOWN.

Cemetery Board President:

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

Secretary/Treasurer for Cemetery Board:

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

Cemetery Board Vice President:

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

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

This **25th day of September 2023**.

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

WARD 1: Jenna L Kearns

WARD 6: Cody Hendricks

WARD 2: Donna Boelen

WARD 7: Mary "Mollie" Ward

WARD 3: Sheila Montney

WARD 8: Kent Lee

WARD 4: John W Danenberger

WARD 9: Tom Crumpler

WARD 5: Nick Becker

Trustee Mboka Mwilambwe

\_\_\_\_\_  
Board of Trustees of the Town of the City of Bloomington, McLean County, Illinois

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

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

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

**Month of: AUGUST**

**Funds at Commencement**

Cash: Heartland Bank 7774 (Checking)	\$ 107,994	
Cash: Heartland Bank 7782 (Reserve)	\$ 619,205	
Cash: Illinois Fund 0905 (Reserve)	\$ 403,288	
Trust Account: Heartland Bank 7114 (O/C Trust & GB/S/Mc Trust)	\$ 80,321	
Trust Account: Illinois Fund 0905 (O/C Trust)	\$ 201,644	
Trust Account: Heartland Bank 3189 (Irrevocable Trust) ~ as of 06/30/2023	\$ 239,795	
	<u>\$ 1,652,247</u>	

**Public Funds Received This Month**

Real Estate Tax Levy	\$ 104,367
Personal Property Replacement Tax	\$ 3,497

**Other Funds Received This Month**

Opening/Closing Fees	\$ 4,055
Sale of Lots	\$ 4,117
Sale of Crypts	\$ 30
Sale of Niches	\$ 3,030
Sales - Other	\$ 20
Interest: Checking/Reserve	\$ 1,950
Income from Trusts	\$ 945
Other Income & Special Events	\$ 300
Inspection Fees	\$ 150

Total Funds Received This Month	\$ 122,461
Total Funds Available	\$ 1,774,708

**Funds Expended This Month**

**TOTAL Funds at Month End** \$ 1,733,337

**Funds at Month End**

Cash: Heartland Bank 7774 (Checking)	\$ 75,824
Cash: Heartland Bank 7782 (Reserve)	\$ 723,653
Cash: Illinois Fund 0905 (Reserve)	\$ 405,156
Trust Account: Heartland Bank 7114 (O/C Trust & GB/S/Mc Trust)	\$ 86,331
Trust Account: Illinois Fund 0905 (O/C Trust)	\$ 202,578
Trust Account: Heartland Bank 3189 (Irrevocable Trust) ~ as of 06/30/2023	\$ 239,795
	<u>\$ 1,733,337</u>

**TOTAL Funds at Month End** \$ 1,733,337

**Checking Account Activity**

Checkbook Balance at Commencement	\$ 107,994
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Deposits			
Personal Property Replacement Tax	\$ 3,497		
Opening/Closing Fees	\$ 4,055		
Sale of Lots	\$ 4,117		
Sale of Crypts	\$ 30		
Sale of Niches	\$ 3,030		
Sales - Other	\$ 20		
Interest: Checking	\$ 2		
Inspection Fees	\$ 150		
Other Income & Special Events	\$ 300		
Prepaid O/C Deposits transferred (to)/from Trust Acct 7114	\$ (6,000)		
Total Deposits for Month		\$ 9,200	

Total Funds Available \$ 117,195

Checks Written			
Compensation & Benefits	\$ 34,431		
Administrative Expenses	\$ 1,637		
Cemetery Improvements, Maintenance & Repair	\$ -		
Cemetery Operations	\$ 5,302		
Total Checks Written		\$ 41,370	

Total Checks Written \$ 41,370

**Checkbook Balance at Month End** \$ 75,824

**Bank Reconciliation at Month End**

Balance per Bank Statement	\$ 83,804
Less Outstanding Checks	\$ (7,980)
<b>Checkbook Balance per Reconciliation</b>	<u><u>\$ 75,824</u></u>

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

Statement of Receipts and Disbursements

		<u>Aug-23</u>	
Revenue			
40100 Real Estate Tax Levy		\$ 104,367	
41000 Personal Property Replacement Tax		\$ 3,497	
42000 Opening/Closing Fee		\$ 4,055	
42500 Sale of Lots		\$ 4,117	
43000 Sale of Crypts		\$ 30	
43100 Sale of Niches		\$ 3,030	
44900 Sales - Other		\$ 20	
43500 Interest: Checking/Reserve		\$ 1,950	
49000 Income from Trusts		\$ 945	
49020 Other Income & Special Events		\$ 300	
49021 Inspection Fees		\$ 150	
	Total Revenue		\$ 122,461
	Total Income		\$ <b>122,461</b>
Expense			
Compensation & Benefits			
50101 Wages: Administrative Staff		\$ 4,957	
50102 Wages: Cemetery Staff		\$ 22,629	
50201 Payroll Taxes		\$ 1,991	
50202 IMRF/Employer (2023 = 5.43%)		\$ 1,498	
50204 Employee Health Insurance		\$ 3,357	
	Total Compensation & Benefits		\$ 34,431
Administrative Expenses			
52500 Utilities		\$ 1,460	
55450 Other Admin Expenses		\$ 177	
	Total Administrative Expenses		\$ 1,637
Cemetery Operations			
55500 Fuel, Oil and Equipment		\$ 702	
56500 Equipment Repairs		\$ 2	
56600 Cemetery Supplies & Maintenance		\$ 180	
56800 Disposal of Leaves/Branches		\$ 635	
57602 Grounds Maintenance/Repair		\$ 623	
58100 Grave Markers		\$ 3,161	
	Total Cemetery Operations		\$ 5,302
	Total Expense		\$ <b>41,370</b>
Net Income			\$ <b>81,090</b>

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

Year to Date Budget Comparison

Income		<u>Aug-23</u>	<u>FY24 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Revenue					
40100 Real Estate Tax Levy	\$	366,065	\$ 506,600	\$ (140,535)	72.3%
41000 Personal Property Replacement Tax	\$	68,546	\$ 80,000	\$ (11,454)	85.7%
42000 Opening/Closing Fee	\$	41,695	\$ 90,000	\$ (48,305)	46.3%
42100 Marker Commission	\$	4,790	\$ 9,000	\$ (4,210)	53.2%
42500 Sale of Lots	\$	31,302	\$ 70,000	\$ (38,698)	44.7%
43000 Sale of Crypts	\$	2,800	\$ 11,000	\$ (8,200)	25.5%
43100 Sale of Niches	\$	15,945	\$ 48,000	\$ (32,055)	33.2%
44700 Sale of Burial Supplies	\$	-	\$ 500	\$ (500)	0.0%
44850 Sale of Pet Cemetery Spaces	\$	-	\$ 700	\$ (700)	0.0%
42400 Sales - Other	\$	40	\$ 1,500	\$ (1,460)	2.7%
43500 Interest	\$	5,600	\$ 600	\$ 5,000	933.3%
49000 Income from Trusts	\$	4,370	\$ 4,000	\$ 370	109.3%
49020 Other Income & Special Events	\$	4,358	\$ 10,000	\$ (5,642)	43.6%
49021 Inspection Fees	\$	1,950	\$ 4,000	\$ (2,050)	48.8%
	Total Revenue	\$ 547,461	\$ 835,900	\$ (288,439)	65.5%
Total Income	\$	547,461	\$ 835,900	\$ (288,439)	65.5%
Expense					
Compensation & Benefits					
50101 Wages: Administrative Staff	\$	25,123	\$ 76,600	\$ (51,477)	32.8%
50102 Wages: Cemetery Staff	\$	112,278	\$ 292,500	\$ (180,222)	38.4%
50201 Payroll Taxes - FICA	\$	9,913	\$ 24,000	\$ (14,087)	41.3%
50202 IMRF/Employer (2023 = 5.43%)	\$	7,461	\$ 39,000	\$ (31,539)	19.1%
50203 IDES - Unemployment Insurance	\$	2,040	\$ 15,000	\$ (12,960)	13.6%
50204 Employee Health Insurance	\$	16,783	\$ 60,000	\$ (43,217)	28.0%
50205/50206 Other Payroll Expenses	\$	-	\$ 500	\$ (500)	0.0%
	Total Compensation & Benefits	\$ 173,599	\$ 507,600	\$ (334,001)	34.2%
Administrative Expenses					
51100 Casualty Insurance	\$	21,297	\$ 24,000	\$ (2,703)	88.7%
51500 Contractual Services	\$	7,837	\$ 14,000	\$ (6,163)	56.0%
52000 Office Supplies	\$	1,178	\$ 4,000	\$ (2,822)	29.4%
52500 Utilities	\$	5,741	\$ 18,500	\$ (12,759)	31.0%
54000 Advertising	\$	146	\$ 4,000	\$ (3,854)	3.7%
55400 Special Event Expenses	\$	5,181	\$ 9,000	\$ (3,819)	57.6%
55450 Other Admin Expenses	\$	3,628	\$ 5,000	\$ (1,372)	72.6%
	Total Administrative Expenses	\$ 45,008	\$ 100,400	\$ (55,392)	44.8%
Cemetery Improvements, Maintenance & Repairs					
57601 Flags & Flag Poles	\$	8,567	\$ 15,000	\$ (6,433)	57.1%
57800 Operating Equipment	\$	4,892	\$ 8,000	\$ (3,108)	61.2%
58260 Columbariums	\$	-	\$ 200,000	\$ (200,000)	0.0%
58300 Veterans Memorial	\$	-	\$ 10,000	\$ (10,000)	0.0%
58400 Scattering Grounds/Ossuary	\$	-	\$ 2,000	\$ (2,000)	0.0%
	Total Cemetery Improvements, Maintenance & Repairs	\$ 13,459	\$ 235,000	\$ (221,541)	5.7%

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

Year to Date Budget Comparison (cont.)

	<u>Aug-23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Cemetery Operations				
55500 Fuel, Oil & Equipment	\$ 3,241	\$ 15,000	\$ (11,759)	21.6%
56000 Tree Removal/Monument Repair	\$ 3,700	\$ 19,000	\$ (15,300)	19.5%
56500 Equipment Repairs	\$ 2,158	\$ 12,000	\$ (9,842)	18.0%
56600 Cemetery Supplies & Maintenance	\$ 2,355	\$ 15,000	\$ (12,645)	15.7%
56700 Rental Equipment & Leasing	\$ -	\$ 12,000	\$ (12,000)	0.0%
56800 Removal of Leaves/Branches	\$ 1,650	\$ 4,000	\$ (2,350)	41.3%
57000 Office Repairs & Maintenance	\$ -	\$ 2,000	\$ (2,000)	0.0%
57602 Grounds Maintenance/Repairs	\$ 1,488	\$ 25,000	\$ (23,512)	6.0%
57603 Road, Fence, Lot, Drains	\$ 2,560	\$ 20,000	\$ (17,440)	12.8%
57700 Equipment Building	\$ -	\$ 1,500	\$ (1,500)	0.0%
58100 Grave Markers	\$ 4,539	\$ 15,000	\$ (10,461)	30.3%
59900 Other Cemetery Expenses	\$ 23	\$ 1,000	\$ (977)	2.3%
Total Cemetery Operations	\$ 21,714	\$ 141,500	\$ (119,786)	15.3%
Total Expense	\$ 253,780	\$ 984,500	\$ (730,720)	25.8%
Net Income	\$ 293,680	\$ (148,600)	\$ 442,280	

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

Checking Account Activity			
<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
10500 Heartland (7774)			
08/01/2023	Deposit	HBT - Heartland Bank & Trust	28.83
08/01/2023	Deposit	HBT - Heartland Bank & Trust	193.60
08/01/2023	42515	ColdSpring Memorial Group	-1,160.50
08/01/2023	42516	NICOR Gas	-105.13
08/01/2023	42517	Ameren Illinois	-412.47
08/01/2023	42518	COMCAST Business	-223.25
08/03/2023	Deposit	HBT - Heartland Bank & Trust	245.17
08/04/2023	Deposit	HBT - Heartland Bank & Trust	1,275.51
08/07/2023	Deposit	HBT - Heartland Bank & Trust	291.00
08/08/2023	Deposit	HBT - Heartland Bank & Trust	2,565.00
08/08/2023	42519	Evergreen FS Inc	-701.62
08/08/2023	42520	Dave Capodice Excavating Inc	-1,178.20
08/09/2023	Deposit	HBT - Heartland Bank & Trust	96.80
08/11/2023	Deposit	HBT - Heartland Bank & Trust	2,892.05
08/11/2023	Deposit	HBT - Heartland Bank & Trust	23.97
08/15/2023	Deposit	HBT - Heartland Bank & Trust	38.86
08/15/2023	20230815	Payroll Direct Deposit	-9,069.22
08/15/2023	10183972	EFTPS - IRS	-2,702.56
08/15/2023	0271276496	IL Dept of Revenue	-562.66
08/15/2023	42521	VISA BMCU...1484	-207.91
08/15/2023	42522	Pontiac Granite Co Inc	-2,000.00
08/15/2023	42523	Pummill, Allen & Barbara	-1,080.00
08/16/2023	Transfer	Rooney, Catherine	-1,300.00
08/16/2023	Transfer	Forrest, Carol & Harold	-1,200.00
08/16/2023	Transfer	Phipps, Ron & Paula	-2,600.00
08/16/2023	Transfer	Throgmorton, Vickie	-600.00
08/16/2023	Transfer	Starkey, Timothy & Deborah	-1,200.00
08/16/2023	Transfer	Holmes, Justin	-500.00
08/16/2023	Transfer	Liberta, Anthony, Susan & Valerie	200.00
08/16/2023	Transfer	Pummill, Allen & Barbara	1,200.00
08/17/2023	Deposit	HBT - Heartland Bank & Trust	876.50
08/18/2023	Deposit	HBT - Heartland Bank & Trust	3,611.71
08/18/2023	Deposit	HBT - Heartland Bank & Trust	9.50
08/21/2023	Deposit	HBT - Heartland Bank & Trust	23.97
08/22/2023	Deposit	HBT - Heartland Bank & Trust	48.10
08/22/2023	42524	City of Bloomington Water Dept	-613.78
08/22/2023	42525	Growing Grounds	-79.88
08/22/2023	42526	Fastenal Company	-1.92
08/25/2023	Deposit	HBT - Heartland Bank & Trust	43.12
08/25/2023	Deposit	HBT - Heartland Bank & Trust	1,715.00
08/29/2023	Deposit	HBT - Heartland Bank & Trust	9.41
08/29/2023	42527	City of Bloomington TWP - Reimburse	-7,757.83
08/29/2023	42528	NICOR Gas	-105.85
08/30/2023	Deposit	HBT - Heartland Bank & Trust	1,966.78
08/31/2023	Deposit	HBT - Heartland Bank & Trust	175.00
08/31/2023	20230831	Payroll Direct Deposit	-10,493.54
08/31/2023	11260117	EFTPS - IRS	-3,194.94
08/31/2023	0256415184	IL Dept of Revenue	-650.26
08/31/2023	Credit	Interest	1.72
		Total	<u><u>-32,169.92</u></u>

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# CERTIFICATE FOR PAYMENT OF ACCOUNTS

CEMETERY FUND ACCOUNTS  
McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)

)SS

Town of the City of Bloomington

COUNTY OF McLEAN)

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

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

\_\_\_\_\_  
Misty Porter, Cemetery Manager

That attached hereto as Exhibit "A" are requests for payment of various bills that have become due since the last meeting of the Cemetery Board of Trustees. These amounts include billings that have been received from **August 15, 2023 through September 11, 2023.**

That said DEBORAH L. SKILLRUD, being duly sworn, doth depose and say that the following bills are correct, reasonable and unpaid and should receive the approval of the Cemetery Board of Trustees.

Subscribed and sworn to before me this **11th day of September 2023.**

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

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

This **11th day of September 2023.**

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

Cemetery Board President:

Joseph B Gibson

Secretary/Treasurer for Cemetery Board:

Brad A Williams

Cemetery Board Vice President:

Garrett Thalgot

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

### CEMETERY FUND: Exhibit "A" - REQUEST FOR PAYMENT: **September 11, 2023 Meeting**

ACCT	VENDORS	DESCRIPTION	Date Due	Amount
56500	VISA/CIT Trucking/Others	Truck repair & equipment parts (estimated)	9/30/23	\$1,000.00
52500	COMCAST	Equipment Updates (estimated)	9/30/23	\$130.00
55400	Illinois Portable Toilets/VISA	Special Event:Cemetery Walk/Portable restrooms (estimated)	9/30/23	\$500.00
59900	Interstate ALL-Battery Center/VISA/Others	Battery: ADT Panel (estimated)	9/30/23	\$32.00
56600	Lowe's/Menards/Others/VISA	loppers, shears, stain supplies, drill bits (estimated)	9/30/23	\$450.00
56600	Lowe's/Others/VISA	push mower (estimated)	9/30/23	\$450.00
56500	Nord Outdoor Power Equipment/Others/VISA	Equipment repairs & maintenance (estimated)	9/30/23	\$600.00
55450	Ron Smith Printing Co/Others/VISA	plot book print outs (estimated)	9/30/23	\$100.00
56600	RP Lumber Company Inc/VISA/Others	keys (estimated)	9/30/23	\$20.00
55400	Schooners/VISA/Others	Cemetery Walk employee lunch (estimated)	9/30/23	\$150.00
<b>TOTAL: Requests for Payments</b>				<b>\$3,432.00</b>

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

ALL ACCOUNTS  
McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)

)SS

Town of the City of Bloomington

COUNTY OF McLEAN)

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

That attached hereto as Exhibit "A" are requests for payment of various bills that have become due since the last meeting of the Board of Trustees. These amounts include billings that have been received from **August 29, 2023 to September 25, 2023.**

That said DEBORAH L. SKILLRUD, being duly sworn, doth depose and say that the following bills are correct, reasonable and unpaid and should receive the approval of the Board of Trustees.

Subscribed and sworn to before me this **25th day of September 2023.**

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

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

This **25th day of September 2023.**

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

WARD 1: Jenna L Kearns  
\_\_\_\_\_

WARD 6: Cody Hendricks  
\_\_\_\_\_

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

WARD 7: Mary "Mollie" Ward  
\_\_\_\_\_

WARD 3: Sheila Montney  
\_\_\_\_\_

WARD 8: Kent Lee  
\_\_\_\_\_

WARD 4: John W Danenberger  
\_\_\_\_\_

WARD 9: Tom Crumpler  
\_\_\_\_\_

WARD 5: Nick Becker  
\_\_\_\_\_

Trustee Mboka Mwilambwe  
Board of Trustees of the Town of the City of Bloomington, McLean  
County, Illinois  
\_\_\_\_\_

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

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

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**GENERAL TOWN ADMINISTRATION FUND: Exhibit "A"**

REQUEST FOR PAYMENT: **September 25, 2023** Meeting

Compensation (Salaries)			Due	Amount
7011	TWP Supervisor	D Skillrud	09/30/23	\$ 3,916.67
7011	TWP Supervisor	D Skillrud	10/15/23	\$ 3,916.67
7021	TWP Assessor	S Scudder	09/30/23	\$ 4,000.00
7021	TWP Assessor	S Scudder	10/15/23	\$ 4,000.00
7041	Town Trustee <b>08/28/2023</b>	Ward 1: J Kearns	09/30/23	\$ 20.00
7041	Town Trustee <b>08/28/2023</b>	Ward 2: D Boelen	09/30/23	\$ 20.00
7041	Town Trustee <b>08/28/2023</b>	Ward 3: S Montney	09/30/23	\$ 20.00
7041	Town Trustee <b>08/28/2023</b>	Ward 4: J Danenberger	09/30/23	\$ 20.00
7041	Town Trustee <b>08/28/2023</b>	Ward 5: N Becker	09/30/23	\$ 20.00
7041	Town Trustee <b>08/28/2023</b>	Ward 6: C Hendricks	09/30/23	\$ 20.00
7041	Town Trustee <b>08/28/2023</b>	Ward 7: M Ward	09/30/23	\$ 20.00
7041	Town Trustee <b>08/28/2023</b>	Ward 8: K Lee	09/30/23	\$ 20.00
7041	Town Trustee <b>08/28/2023</b>	Ward 9: T Crumpler	09/30/23	\$ 20.00
7041	Town Trustee <b>08/28/2023</b>	Trustee M Mwilambwe	09/30/23	\$ 20.00
<b>Compensation (Salaries) TOTAL</b>				<b>\$ 16,033.34</b>
<b>Assessor's Claims</b>				
9151	Auto Expense	BMCU Visa/R Scudder/Others <b>(estimated)</b>	09/30/23	\$ 333.84
9201	Office Supplies	BMCU Visa/Quill/Others <b>(Estimated)</b>	09/30/23	\$ 200.00
9231	Equipment	Mike Ireland/Best Buy/VISA	09/30/23	\$ 100.00
9271	Appraisal Services	BMCU Visa/Apex/Others <b>(Estimated)</b>	09/30/23	\$ 1,200.00
9301	Computer Services	BMCU Visa/MIRA/BNAR/MLS/Caldwell Bankers/ILDFPR/Others	09/30/23	\$ 60.00
9312	Membership Dues	BMCU Visa/MIRA/BNAR/MLS/IDPFR/IAAO/Others	09/30/23	\$ 1,200.00
<b>Assessor's Claims TOTAL</b>				<b>\$ 3,093.84</b>
<b>Community Agency Funding</b>				
1025	GA Client Services/Workfare Development	BMCU VISA/Menard's/Lowe's/Walmart/\$ General/Others <b>(Estimated)</b>	09/30/23	\$ 446.60
1025	GA Client Services/Workfare Development	BMCU VISA/U-Haul/Wex/Skillrud/Others <b>(Estimated)</b>	09/30/23	\$ 262.60
1025	GA Client Services/Workfare Development	BMCU VISA/Curtiss/James/Others <b>(Estimated)</b>	09/30/23	\$ 150.00
1025	GA Client Services/Workfare Development	BMCU VISA/Quill/Star Cleaners/Others <b>(Estimated)</b>	09/30/23	\$ 250.00
<b>Community Agency Funding TOTAL</b>				<b>\$ 1,109.20</b>
<b>Services &amp; Expenses</b>				
1040	Building Maintenance	BMCU Visa/Menard's/Lowe's/HomeDepot/Others <b>(Estimated)</b>	09/30/23	\$ 169.00
1040	Building Maintenance	Hermes Sales & Service <b>(Estimated)</b>	09/30/23	\$ 499.20
1040	Building Maintenance	BMCU Visa/Tee Jay Central Inc/Others <b>(Estimated)</b>	09/30/23	\$ 150.00
1042	Janitorial Services & Supplies	BMCU Visa/Kaeb Sanitary Supply/Quill/Sam's Club/Amazon/Other	09/30/23	\$ 747.16
<b>Services &amp; Expenses TOTAL</b>				<b>\$ 1,565.36</b>
<b>Capital Fund Reserve</b>				
2100	Township Building Improvements	J Spencer Consturction LLC - change orders 3, 4 & 5	09/30/23	\$ 8,476.00
<b>Capital Fund Reserve TOTAL</b>				<b>\$ 8,476.00</b>
<b>Supervisor's Claims</b>				
8161	Education/Conference/Meetings	BMCU VISA/IL TWP Atty Assoc/Others	09/30/23	\$ 500.00
8161	Education/Conference/Meetings	BMCU VISA/McLeanCoChamberCommerce <b>(estimated)</b>	09/30/23	\$ 20.00
8221	Computer/Contract Services	BMCU Visa/TOI/Amazon/Others <b>(Estimated)</b>	09/30/23	\$ 15.00
<b>Supervisor's Claims TOTAL</b>				<b>\$ 535.00</b>
<b>TOTAL Request for Payment</b>				<b>\$ 30,812.74</b>

# Town of the City of Bloomington

## STATEMENT OF FUNDS

Month of: **AUGUST**

		Cemetery Public Fund	General Town Fund	General Assistance	COMBINED FUNDS
<b>Public Fund Balances at Beginning of Month</b>		\$ 1,130,488	\$ 4,208,544	\$ 568,680	\$ 5,907,711
<b>Revenues</b>	Interest	\$ 1,950	\$ 16,650	\$ 1,915	\$ 20,515
	Other Income & Special Events	\$ 300	\$ 2,270		\$ 2,570
	Personal Property Replacement Tax	\$ 3,497	\$ 11,352	\$ 1,381	\$ 16,230
	Opening/Closing Fees	\$ 4,055			\$ 4,055
	Sales	\$ 7,197			\$ 7,197
	Inspection Fees	\$ 150			\$ 150
	Refunds and Recoveries			\$ 9,133	\$ 9,133
	Prepaid O/C Deposits transferred (to)/from Trust Acct 7114	\$ (6,000)			\$ (6,000)
	Real Estate Tax Levy	\$ 104,367	\$ 338,835	\$ 41,215	\$ 484,417
<b>Total Revenues</b>		<b>\$ 115,516</b>	<b>\$ 369,106</b>	<b>\$ 53,644</b>	<b>\$ 538,267</b>
<b>Expenditures</b>	Administrative Expenses	\$ 1,637			\$ 1,637
	Assessor's Office		\$ 10,741		\$ 10,741
	Capital Improvements	\$ -	\$ 46,103		\$ 46,103
	Casework/General Assistance			\$ 30,445	\$ 30,445
	Cemetery Operations	\$ 5,302			\$ 5,302
	Community Agency Funding		\$ 54,187		\$ 54,187
	Compensation & Benefits	\$ 34,431	\$ 85,666		\$ 120,097
	Services & Expenses		\$ 9,217		\$ 9,217
	Supervisor's Office		\$ 4,067		\$ 4,067
<b>Total Expenditures</b>		<b>\$ 41,370</b>	<b>\$ 209,982</b>	<b>\$ 30,445</b>	<b>\$ 281,797</b>
<b>Public Fund Balances at Month End</b>		<b>\$ 1,204,633</b>	<b>\$ 4,367,668</b>	<b>\$ 591,879</b>	<b>\$ 6,164,181</b>

### Revenue Distribution Report Fiscal Year To Date ~ **FY2024**

		Cemetery Fund	Town Admin. Fund	General Assistance	COMBINED FUNDS
	FY2024 Tax Levy <b>Extension</b> for Tax Year 2022	\$ 506,661	\$ 1,644,906	\$ 200,084	\$ 2,351,650
	Percentage	21.5449%	69.9469%	8.5082%	100.0000%
<b>FY2024 Personal Property Replacement Tax</b>					
	04/06/2023 03-2023	\$ 16,534	\$ 53,680	\$ 6,530	\$ 76,744
	05/04/2023 04-2023	\$ 26,827	\$ 87,094	\$ 10,594	\$ 124,515
	07/05/2023 05-2023	\$ 21,688	\$ 70,412	\$ 8,565	\$ 100,665
	08/15/2023 06-2023	\$ 3,497	\$ 11,352	\$ 1,381	\$ 16,230
	<b>TOTAL</b>	<b>\$ 68,546</b>	<b>\$ 222,538</b>	<b>\$ 27,069</b>	<b>\$ 318,153</b>
<b>FY2024 Tax Levy Extension for Tax Year 2022</b>					
	05/25/2023 01-2023	\$ 99,902	\$ 324,339	\$ 39,452	\$ 463,693
	06/09/2023 02-2023	\$ 101,765	\$ 330,386	\$ 40,187	\$ 472,338
	06/26/2023 03-2023	\$ 60,031	\$ 194,895	\$ 23,707	\$ 278,633
	08/29/2023 04-2023	\$ 104,367	\$ 338,835	\$ 41,215	\$ 484,417
	<b>TOTAL</b>	<b>\$ 366,065</b>	<b>\$ 1,188,454</b>	<b>\$ 144,561</b>	<b>\$ 1,699,081</b>



**REGULAR AGENDA ITEM NO. 5.C.**

**FOR CITY OF BLOOMINGTON TOWNSHIP:** September 25, 2023

**WARD IMPACTED:** Town of the City of Bloomington

**SUBJECT:** Consideration and Action to Approve the September 25, 2023 General Town Fund Request for Payments

**RECOMMENDED MOTION:** The September 25, 2023 Request for Payments be approved

**STRATEGIC PLAN LINK:**

**STRATEGIC PLAN SIGNIFICANCE:**

**BACKGROUND:** Pursuant to Township Code 60 ILCS 1/80-10, the Township Board must examine and audit the accounts before any bills are paid (excluding general assistance and wages and taxes) and may approve bills in a summary statement. Township is presenting this request for payment for Board approval.

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** N/A

**FINANCIAL IMPACT:** The amount approved for payment by the Cemetery Board of Trustees from the Cemetery Fund is \$20,507.00.

The amount requested for approval by the Board of Trustees from the General Town Administration Fund is \$.

Respectfully submitted for consideration.

Prepared by: Debbie Stilwell



**REGULAR AGENDA ITEM NO. 6.A.**

**FOR CITY OF BLOOMINGTON TOWNSHIP:** September 25, 2023

**WARD IMPACTED:** Town of the City of Bloomington

**SUBJECT:** Report on Change Orders #3-#5 for the COBT Office Renovation Project

**RECOMMENDED MOTION:** None; for communication purposes only

**STRATEGIC PLAN LINK:**

**STRATEGIC PLAN SIGNIFICANCE:**

**BACKGROUND:** The Township Board of Trustees has authorized the Township Supervisor to execute change orders without prior Board approval, not to exceed a maximum amount of \$76,500 across all change orders.

On August 28, 2023, Township Supervisor Deborah Skillrud signed off on Change Orders #3-#5. Following is a brief description and the cost of each:

- Change Order #3 addresses a design change with respect to the windscreens. To prevent the doors from swinging into them, the placement of the windscreens will be adjusted to add additional clearance. This necessitates increasing the size of the concrete pads in front of each door. (\$3,022.00)
- Change Order #4 addresses replacing the two external wall sconces over the garage with new more energy efficient fixtures. (\$3,524.00)
- Change Order #5 addresses replacing a failed fan motor on an existing roof-mounted exhaust fan. (\$1,930.00)

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** Those involved in the change order requests include Farnsworth Group, J Spencer Construction, Kelly Glass, JG Stewart Contractors, TCI Companies, Weber Electric, and Hermes Service and Sales.

**FINANCIAL IMPACT:** The financial impact of the three change orders is \$8,476.00. The net total of all change orders to date is \$2,790.00

Respectfully submitted for consideration.

Prepared by: Debbie Stilwell

**ATTACHMENTS:**

[6A COBT Bldg Renovation Change Orders 3-5.pdf](#)

# AIA® Document G701® – 2017

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> COBT Office Renovations 607 South Gridley Street Bloomington, IL 61701	<b>CONTRACT INFORMATION:</b> Contract For: Prime Contractor Date: April 6, 2023	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 003 Date: August 25, 2023
<b>OWNER:</b> <i>(Name and address)</i> City of Bloomington Township 607 South Gridley Street Bloomington, IL 61701	<b>ARCHITECT:</b> <i>(Name and address)</i> Farnsworth Group 200 W. College Avenue Normal, IL 61761	<b>CONTRACTOR:</b> <i>(Name and address)</i> J Spencer Construction, LLC 2023 Warehouse Road Normal, IL 61761

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

Change order includes scope related to the following:

Change Order Request #3 - Additional concrete and windscreen per RFI #6. \$3,022

Change Order Request #4 - Replace (2) existing exterior wall sconces with new. \$3,524

Change Order Request #5 - Replace existing exhaust fan. \$1,930




The original Contract Sum was	\$	<u>763,000.00</u>
The net change by previously authorized Change Orders	\$	<u>-5,686.00</u>
The Contract Sum prior to this Change Order was	\$	<u>757,314.00</u>
The Contract Sum will be increased by this Change Order in the amount of	\$	<u>8,476.00</u>
The new Contract Sum including this Change Order will be	\$	<u>765,790.00</u>

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be unchanged.

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

<u>Farnsworth Group, Inc.</u> ARCHITECT <i>(Firm name)</i>	<u>J Spencer Construction</u> CONTRACTOR <i>(Firm name)</i>	<u>City of Bloomington Township</u> OWNER <i>(Firm name)</i>
 SIGNATURE	 SIGNATURE	 SIGNATURE
<u>Michael Buragas, Senior Project Architect</u> PRINTED NAME AND TITLE	<u>Brock Spencer</u> PRINTED NAME AND TITLE	<u>Deb Skillrud, Supervisor</u> PRINTED NAME AND TITLE
<u>August 25, 2023</u> DATE	<u>8/28/23</u> DATE	<u>8/28/2023</u> DATE

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User Notes:

(3B9ADA4A)

# J SPENCER CONSTRUCTION, LLC.

2028 WAREHOUSE RD.

NORMAL, IL 61761

PHONE 309-454-5885

FAX 309-452-1989

E-MAIL: [JSC@JSPENCERCONSTRUCTION.COM](mailto:JSC@JSPENCERCONSTRUCTION.COM)

WEBSITE: [JSPENCERCONSTRUCTION.COM](http://JSPENCERCONSTRUCTION.COM)

## CHANGE ORDER REQUEST #3

Date: 8/22/23

To: Michael Buragas (Farnsworth Group)

From: Brock Spencer (J Spencer Construction LLC)

Re: Per RFI# 6 Windscreen/Door Conflict

### Contract Change Directive as follows:

- Add an additional 10" of space at C102 and C105 to allow for door to swing past 90 degrees.
- Maintain 1'-6" clearance on pull/strike side of doors
- Additional concrete is needed for C102 approx. 10" x 8' 10" of concrete including drainage fill underneath.
- Add (1) post to windscreen at C102 to make 2 equal sections of glass.
- Move 1 irrigation sprinkler head to allow for additional space/concrete at C102.

Subcontractor/Supplier	Amount
Kelly Glass	\$1,900.00
JG Stewart	\$310
TCl Irrigation	\$118
Subtotal #1	\$2,328.00
15% subcontractor markup	\$349
J Spencer Coordination 3 hours x \$104	\$312
Subtotal #2	\$2,989
Bond	\$33
TOTAL	\$3,022

**TOTAL ADD TO PROJECT: \$3,022.00**

Accepted by: \_\_\_\_\_  
Signature, Title, Date



# RFI #6 – Windscreen/Door swing conflict

**Due**  
Aug 08, 2023

**Sent on**  
Aug 04, 2023

**Sent by**  
Brock Spencer

**Assigned to**  
No one assigned.

## Question

While laying out the new concrete pads for the wind screens, we can see a potential issue with the doors not being able to swing to 90 degrees at both C102 and C105. We would like to add an additional 10" of space at the hinge side of the doors to allow the doors to swing past 90 degrees. We would also like to add a floor mounted door stop at each opening to prevent the door handle from coming into contact with the glass. The new slab size/footprint at Door C105 can stay the same. At door C102 we would have to add an additional 10" x 8'10" of concrete including drainage fill underneath. This is expected to be an additional cost. Let us know how we should proceed.

## Answer

## References (4)

»

### IMG\_0914

Brock Spencer | August 04, 2023



### IMG\_0903

Brock Spencer | August 04, 2023

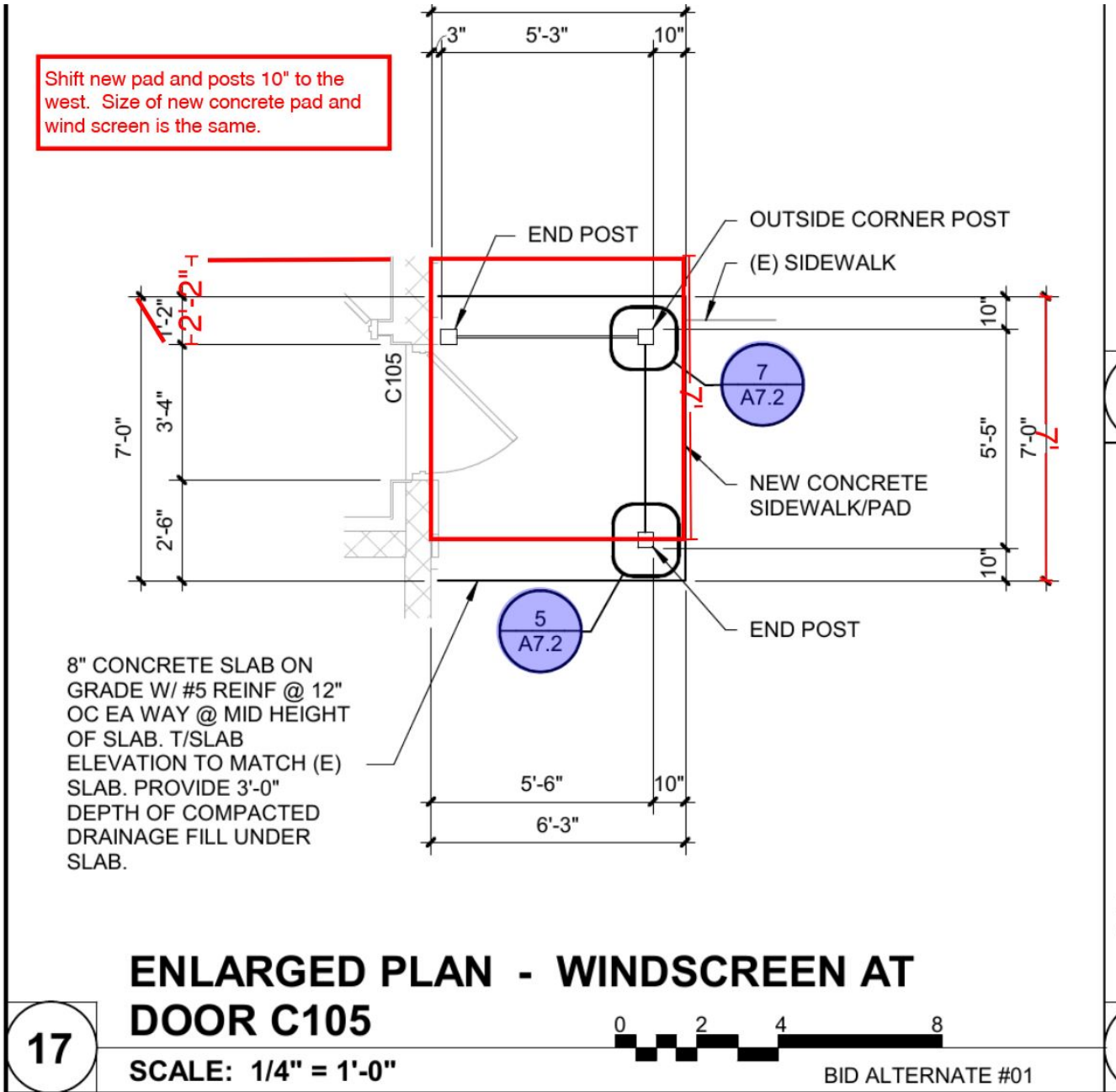


**Snapshot**

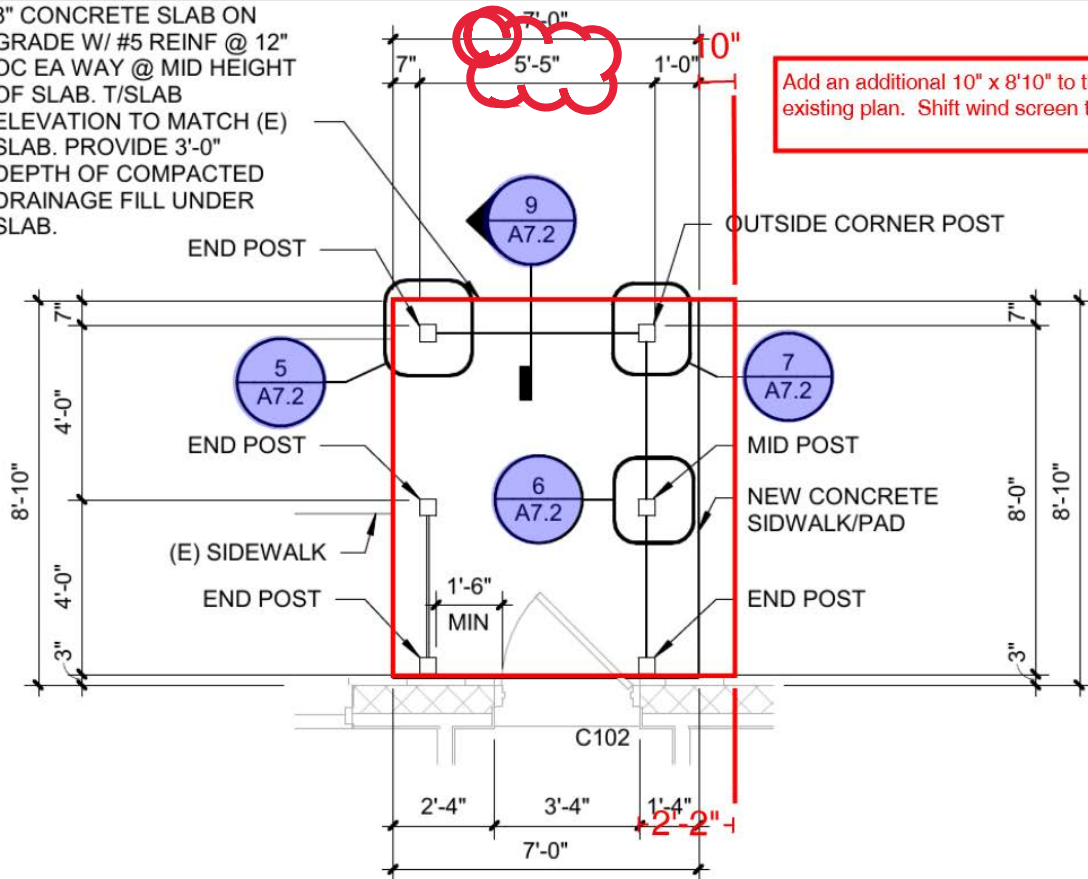
Brock Spencer | August 04, 2023

**Snapshot**

Brock Spencer | August 04, 2023



8" CONCRETE SLAB ON GRADE W/ #5 REINF @ 12" OC EA WAY @ MID HEIGHT OF SLAB. T/SLAB ELEVATION TO MATCH (E) SLAB. PROVIDE 3'-0" DEPTH OF COMPACTED DRAINAGE FILL UNDER SLAB.



Add an additional 10" x 8'-10" to the north side of the existing plan. Shift wind screen to the north 10".

**ENLARGED PLAN - WINDSCREEN AT DOOR C102**

16

SCALE: 1/4" = 1'-0"



BID ALTERNATE #01

11

W  
R  
SC

Spencer

**From:** Dan Antrim <dan@kellyglass.com>  
**Sent:** Monday, August 7, 2023 1:48 PM  
**To:** Brock Spencer  
**Subject:** RE: [EXTERNAL] FW: RFI Received: Windscreen/Door Swing Conflict - COBT - Renovations

Adding 1 post to make 2 equal sections would be \$1,900.  
 Adding 2 posts to make 3 equal sections would be \$3,540.

**Dan Antrim** | Project Manager

**Kelly Glass, Inc.**

2400 S.W. Adams St. | Peoria, IL 61602  
 office: 309.676.3573 | cell: 309.208.9607  
[dan@kellyglass.com](mailto:dan@kellyglass.com) | [www.kellyglass.com](http://www.kellyglass.com)  
 upcoming out of office: 8/10+ 8/11

**From:** Brock Spencer <brock@jspencerconstruction.com>  
**Sent:** Monday, August 7, 2023 10:31 AM  
**To:** Dan Antrim <dan@kellyglass.com>  
**Subject:** FW: [EXTERNAL] FW: RFI Received: Windscreen/Door Swing Conflict - COBT - Renovations

Dan,

Can you reprice this adding the post and resizing the panels to make them 3 equal sections?

Thank you,

Brock Spencer, AC  
 J Spencer Construction LLC  
 2028 Warehouse Rd.  
 Normal, IL 61761  
 Phone: (309) 454-5885  
 Fax: (309) 452-1989  
[brock@jspencerconstruction.com](mailto:brock@jspencerconstruction.com)



**From:** Buragas, Michael <mburagas@F-W.com>  
**Sent:** Monday, August 7, 2023 9:29 AM  
**To:** Brock Spencer <brock@jspencerconstruction.com>  
**Subject:** RE: [EXTERNAL] FW: RFI Received: Windscreen/Door Swing Conflict - COBT - Renovations

Brock,

# Proposal

## J.G. STEWART CONTRACTORS, INC.

2201 W. Oakland Avenue  
Bloomington, Illinois 61704  
(309) 829-2964  
FAX (309) 829-4252

Proposal Submitted To:	Phone:	Date:
<b>J Spencer Construction</b>	<b>309/454-5885</b>	<b>8/9/2023</b>
Street:	Job Name:	
	<b>COBT Renovation</b>	
	<b>COR.01 – Wind Screen Pad Change</b>	
City, State, Zip:	Job Location:	
Attn:	Date of Plans:	Email:
<b>Brock Spencer</b>	<b>RFI #6 – 8/4/23</b>	<b>brock@jspencerconstruction.com</b>

COR.01 --- **\$310.00**

### Scope of work:

- Additional area of wind screen concrete pad, 10" wide x 8'-10" long.

### Clarifications:

- All relevant clarifications and exclusions from our contract scope of work shall apply to this scope of work as well.

Payment to be made as follows:

**Net 30 days**

**An additional \$50.00 per day will be charged as a penalty for each and every day that the payment is past due according to contract.**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Authorized Signature: \_\_\_\_\_

**Acceptance of Proposal** – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_

NOTE: This proposal may be withdrawn

by us if not accepted with in 14 days.

Signature Matt Walk – 309/319-1078 – matt@jgstewart.com

Signature \_\_\_\_\_

TCI Companies Inc.  
 405 State Route 117  
 Goodfield, IL 61742  
 309-965-2057  
 309-965-2376



www.teicompaniesinc.com

<p><b>Sold To:</b></p> <p>J SPENCER CONSTRUCTION LLC        2028 WAREHOUSE RD         NORMAL IL 61761</p>	<p><b>INVOICE</b></p> <p><b>Invoice Number:</b> W77223  <b>Invoice Date:</b> Aug 22/23  <b>Terms:</b> Net 14 days  <b>Customer Code:</b> CITBLOTW  <b>Customer Order:</b>  <b>Work Order #:</b> 23-0099053  <b>Job Location:</b> 607 S GRIDLEY ST</p>
<p><b>Job Location:</b></p> <p>607 S GRIDLEY ST        BLOOMINGTON IL 61701</p>	

Description	Total
<p>SERVICE CALL TO RELOCATE SPRINKLER HEAD FOR CONCRETE WORK             INCLUDES 1 HR LABOR</p>	
<p style="text-align: right;"><b>Total Invoice</b></p>	<p style="text-align: right;">118.00</p>

*We appreciate your business!*

# J SPENCER CONSTRUCTION, LLC.

2028 WAREHOUSE RD.

NORMAL, IL 61761

PHONE 309-454-5885

FAX 309-452-1989

E-MAIL: [JSC@JSPENCERCONSTRUCTION.COM](mailto:JSC@JSPENCERCONSTRUCTION.COM)

WEBSITE: [JSPENCERCONSTRUCTION.COM](http://JSPENCERCONSTRUCTION.COM)

## CHANGE ORDER REQUEST #4

**Date:** 8/23/23

**To:** Michael Buragas (Farnsworth Group)

**From:** Brock Spencer (J Spencer Construction LLC)

**Re:** COBT Building Renovation: Additional Wall Packs

### Contract Change Directive as follows:

Owner requested pricing to replace existing wall packs not shown on drawing with new wall packs to match new project Type SA Fixtures.

Demo (2) existing wall pack fixtures

- Furnish and install (2) type SA fixtures at existing wall pack locations
- Furnish and install raceways and conductors as required to integrate to circuit A-20







Subcontractor/Supplier	Amount
Weber Electric	\$3,031.00
Subtotal #1	\$3,031.00
15% subcontractor markup	\$455
J Spencer Coordination	
Subtotal #2	\$3,486
Bond	\$38
TOTAL	\$3,524

**TOTAL ADD TO PROJECT: \$3,524.00**

Accepted by: \_\_\_\_\_  
 Signature, Title, Date



August 22, 2023

J Spencer Construction LLC  
2028 Warehouse Rd.  
Normal, Illinois 61761

Attention: Brock Spencer, Project Manager

RE COBT Building Renovation – WEI 004 – Replace (2) Existing Wall Packs with Type SA Fixtures

- Demo (2) existing wall pack fixtures
- Furnish and install (2) type SA fixtures at existing wall pack locations
- Furnish and install raceways and conductors as required to integrate to circuit A-20

**ADDITIONAL WORK AUTHORIZATION**

LABOR: Electrician 10 Hours x \$91.01/hr	\$	910
MATERIAL: \$1,844	\$	1,844
MATERIAL: \$1,844 x 15% OHP	\$	277
<b>TOTAL FOR WEI 004</b>	<b>\$</b>	<b>3,031</b>

If this is accepted please sign, date below and return to us as soon as possible.

WEBER ELECTRIC, INC.

*Joshua M. Mosier 8/22/2023*

Date

J SPENCER CONSTRUCTION, LLC.

\_\_\_\_\_

Date

# J SPENCER CONSTRUCTION, LLC.

2028 WAREHOUSE RD.

NORMAL, IL 61761

PHONE 309-454-5885

FAX 309-452-1989

E-MAIL: [JSC@JSPENCERCONSTRUCTION.COM](mailto:JSC@JSPENCERCONSTRUCTION.COM)

WEBSITE: [JSPENCERCONSTRUCTION.COM](http://JSPENCERCONSTRUCTION.COM)

## CHANGE ORDER REQUEST #5

**Date:** 8/24/23

**To:** Michael Buragas (Farnsworth Group)

**From:** Brock Spencer (J Spencer Construction LLC)

**Re:** COBT Building Renovation: Exhaust fan replacement

### Contract Change Directive as follows:

The fan motor has failed on the existing exhaust fan and we recommend installing a new fan.

Install one new Loren Cook roof mounted, direct drive exhaust fan to replace the existing Loren Cook roof mounted exhaust fan that has a failed motor. The new fan will be a direct replacement equal to the existing fans specifications. There is a 1-2 week lead to receive the new fan.

Subcontractor/Supplier	Amount
Hermes	\$1,660.00
Subtotal #1	\$1,660.00
15% subcontractor markup	\$249
Subtotal #2	\$1,909
Bond	\$21
TOTAL	\$1,930

**TOTAL ADD TO PROJECT: \$1,930.00**

Accepted by: \_\_\_\_\_  
Signature, Title, Date



*Trusted Since 1957*

409 S. Center Street  
Bloomington, IL 61701  
Phone: 309-828-8111 Fax: 309-827-3121

J. SPENCER CONSTRUCTION, LLC  
2028 WAREHOUSE RD.  
NORMAL, IL. 61761

Date: 08/23/23  
Phone: 309-454-5885  
Fax: 309-452-1989  
Attention: Brock Spencer  
Project: COBT Exhaust Fan

**-REQUEST FOR CHANGE #1 DATED 08-23-23-**

Changes in Scope:

1. Install one new Loren Cook roof mounted, direct drive exhaust fan to replace the existing Loren Cook roof mounted exhaust fan that has a failed motor. The new fan will be a direct replacement equal to the existing fans specifications. There is a 1-2 week lead to receive the new fan.

<b>Material</b>	<b>\$780.00</b>
<b><u>Installation labor</u></b>	<b><u>\$880.00</u></b>
<b>Total</b>	<b>\$1,660.00</b>

**Please add \$1,660.00 to the contract for this change in scope.**

*The agent accepting this proposal agrees to make payment on a monthly draw basis for completed work and stored materials. 2% per month interest, collection and legal fees will be added to 30 day past due accounts.*

Submitted by: \_\_\_\_\_ *Christopher Turner* \_\_\_\_\_

Christopher Turner

Date: 08-23-23

file: jsccobtrfc082323

Proposal is

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

***“Working together to consistently provide quality services you can trust”***



**REGULAR AGENDA ITEM NO. 7.A.**

**FOR CITY OF BLOOMINGTON TOWNSHIP:** September 25, 2023

**WARD IMPACTED:** Town of the City of Bloomington

**SUBJECT:** Presentation and Discussion of the Township Supervisor's Report

**RECOMMENDED MOTION:** None; presentation only

**STRATEGIC PLAN LINK:**

**STRATEGIC PLAN SIGNIFICANCE:**

**BACKGROUND:** A report from the Township Supervisor will be provided. Questions, comments, and discussion from the Board are welcome.

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** N/A

**FINANCIAL IMPACT:** N/A

Respectfully submitted for consideration.

Prepared by: Debbie Stilwell

**ATTACHMENTS:**

[7A 20230925 Supervisor Report.pdf](#)

## CITY OF BLOOMINGTON TOWNSHIP

TO: Township Trustees  
FROM: Deborah L Skillrud, TWP Supervisor  
DATE: September 25, 2023  
RE: Township Supervisor's Report

**Building Renovation Project:** Phase 1 of the building project, renovating the Assessor's side of the building, is well under way and on schedule.

**HERE Program:** Township continues to serve a number of clients through the Housing Eviction Relief Efforts (HERE) Program. In August, \$8,516 was disbursed for rent, staving off eviction for eight individuals. A total of \$9,261 was disbursed for sixteen individuals for utilities. A total of \$151,789 has been disbursed through the HERE program since December 2022.

**General Assistance:** One-hundred sixty-nine (169) applicants sought Township services in the month of August. Of those, eighty-five (85) were *potentially eligible* for General Assistance and eighty-four (84) were *potentially eligible* for Emergency Assistance.

Applicants applied from Bloomington, Chenoa, Cooksville, Heyworth, LeRoy, and Stanford Townships, as part of the Intergovernmental Agreements with rural townships. This is a huge increase of need from rural townships. Two GA clients from Bloomington and Danvers Townships, and one EA client from Dale Township, were served.

Township received \$9,133 in Supplemental Security Income (SSI) refunds in the month of August.

**POTS Recycling:** POTS continues with pick up one day a week as the planting season nears its end. Scheduled pickups have occurred weekly through August for Owens Nursery. Owens has neatly stacked trays throughout the season and require a full truckload pickup.

**Evergreen Memorial Cemetery:** Grounds crews have begun readying the sites for this year's Cemetery Walk, which is scheduled for Saturday September 30, 2023 through Sunday October 1, 2023, and Saturday October 7, 2023 through Sunday October 8, 2023.

There have been forty-two (42) burials to date in 2023.

# System Activity Report

[8/1/2023 - 8/31/2023] Report Date: 9/20/2023

## General Assistance

Grants (New Clients) :	11	\$3,666.95
Grants (Previous Clients) :	33	\$11,370.00
In-Process :	17	
Denials :	69	
Sanctions :	6	
Terminations :	7	
	<b>143</b>	<b>\$15,036.95</b>

## General Assistance - Medical

Referrals :	2	
Disbursements :	0	
	<b>2</b>	<b>\$0.00</b>

## General Assistance - Work Program Assignments

Job Training :	19	
Workfare :	14	
	<b>33</b>	

## General Assistance - Work Program Expenses

WF 30 Day :	15	\$480.00
WF 7 Day Bus :	8	\$80.00
WF Gasoline :	2	\$64.00
	<b>25</b>	<b>\$624.00</b>

## Emergency Assistance

Grants :	21	\$19,579.60
In-Process :	0	
Denials :	11	
	<b>32</b>	<b>\$19,579.60</b>

## Additional Assistance

GA - Transient :	4	\$148.02
GT - HERE (AMEREN ILLINOIS) :	9	\$4,163.64
GT - HERE (COB WATER DEPT) :	2	\$1,737.77
GT - HERE (NICOR GAS) :	2	\$2,830.85
GT - HERE (RENT/MORTGAGE) :	8	\$5,121.20
	<b>25</b>	<b>\$14,001.48</b>

## Additional Activity

A Call (phone/fax/email) :	359	
A Face-to-Face :	115	
General - Intake :	131	
General - Orientation :	114	
General - Other :	4	
R - DHS :	1	
R - PATH :	1	
WF - Sanction :	1	
WF - Work Sponsor Site :	1	
	<b>727</b>	

Grand Totals: **987** **\$49,242.03**



**REGULAR AGENDA ITEM NO. 7.B.**

**FOR CITY OF BLOOMINGTON TOWNSHIP:** September 25, 2023

**WARD IMPACTED:** Town of the City of Bloomington

**SUBJECT:** Presentation and Discussion of the Township Assessor's Report

**RECOMMENDED MOTION:** None; presentation only

**STRATEGIC PLAN LINK:**

**STRATEGIC PLAN SIGNIFICANCE:**

**BACKGROUND:** A report from the Assessor's office will be provided. Questions, comments, and discussion from the Board are welcome.

**COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED:** N/A

**FINANCIAL IMPACT:** N/A

Respectfully submitted for consideration.

Prepared by: Debbie Stilwell

**ATTACHMENTS:**

[7B 20230925 Assessor Report.pdf](#)



**Steven R. Scudder, Assessor**  
607 S. Gridley St. Suite A, Bloomington, IL 61701  
Tel: (309) 828-6016 Fax: (309) 829-0663  
stevenr@assessor-blm.com www.assessor-blm.com

To: Town Trustees  
From: Steve Scudder  
Date: September 21, 2023  
Subject: Assessor Report

We are finishing our assessments for 2023, and plan on turning them in next week to the County. Adjustments have been made on most Residential properties, and we anticipate adjustments to be made on some Commercial properties as well.

It has been a busy year with personnel changes. I have a new crew of appraisers in the office. It takes several years to develop the knowledge and background needed for this process, but they are learning quickly and already contributing to the tasks that have to be accomplished this year. With their continued education, I am confident they will all be a benefit to the office and the community, keeping assessments fair and equitable for property taxes.

With all the changes that have occurred in 2022 and 2023, we look forward to much improvement in 2024.

Any questions or comments?