

**Rantoul Village Board of Trustees
Regular Study Session
Louis B. Schelling Memorial Board Room
Rantoul Municipal Building**

November 7, 2017

6:00 pm

Order of Business

Board Packet Page(s)

- 1. Call to Order – Mayor Smith**
Roll Call
- 2. Public Participation**
Citizens wishing to address the Village Board with respect to any item of business listed on the agenda are asked to complete a public participation form and submit it to the Village Clerk prior to the meeting. Comments will be limited to three minutes for each speaker.
- 3. Presentation by Jayne DeLuce, Visit Champaign County**
- 4. Items from the Mayor**
 - A) Discussion of Sec. 24-148, Residency and the classifications of essential or non-essential positions
- 5. Items from Trustees**
- 6. Items from the Clerk**
 - A) Addendum Items
- 7. Items for the Consent Agenda**
 - A) Approval of Minutes, Rescheduled Study Session, October 5, 2017
 - B) Approval of Minutes, Regular Board Meeting, October 10, 2017
 - C) Approval of Minutes, Special Board Meeting, October 19, 2017
 - C) Approval of Bills and Monthly Financial Reports
- 8. Items from Economic Development**
 - A) Recommendation approval of Revolving Loan to [Paula Hopkins](#) - \$25,000 **1-5**
- 9. Items from Police Department**
 - A) [Amending Article II](#), Sec. 18-21 regarding process in filing vacancies in the Police Department **6-7**
- 10. Items from Public Works**
 - A) Resolution of Support – [ITEP Grant](#) Application **8-10**
 - B) [MFT Resolution](#) – 2018 Annual Street Maintenance **11-15**
 - C) [Uniform & Equipment: Clothing Allowance](#) **16-19**
 - D) [Construction Engineering Support Agreement for the Elevated Tank Coating & Rehabilitation Project, Burns & McDonnell](#) **20-40**

11. Items from Comptroller

A) [Tax Levy Resolution & Supporting Documents](#)

41-46

Order of Business

Board Packet Page(s)

12. Items from Counsel

13. Public Participation for non-agenda items

Citizens wishing to address the Village Board with respect to any matter not on the agenda are asked to complete a public participation form and submit it to the Village Clerk prior to the meeting. Comments will be limited to three minutes for each speaker.

14. Motion to go into closed session pursuant to 5 ILCS 120/2 (C) 6, to consider the setting of a price for sale or lease of property owned by the public body

15. Adjournment

Statement Regarding Compliance with the Americans with Disabilities Act (ADA)

The Village of Rantoul wishes to ensure that its programs, services, and activities are accessible to individuals with disabilities. All Village Board meetings are wheelchair accessible. Persons who require an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the Village of Rantoul should contact the ADA Coordinator at (217) 892-6821. TTY users should dial 7-1-1 or call the Illinois Relay Center at 1-800-526-0844 (TTY) or 1-800-526-0857 (V). TTY users requiring Spanish language assistance should call 1-800-501-0864 (TTY).

We would appreciate advance notice of at least 48 hours for any requests to receive an agenda in an alternate format or other types of auxiliary aids and services.

TO: Village Board of Trustees
FROM: R. Motley, Economic Development, on behalf of Revolving Loan Committee
RE: A House of Flowers, Inc. Loan Application
DATE: 11/7/17

On 10/20, the revolving loan committee met and voted to recommend the following loan for approval to the board:

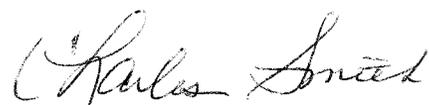
Borrower: A House of Flowers, Inc./Paula Hopkins
Loan Amount: \$25,000
Term: 10 years
Rate: 4%
Monthly Payment: \$257.00
Collateral: Second mortgage on 113 E. Sangamon, Rantoul
Jobs Retained/Created: 3

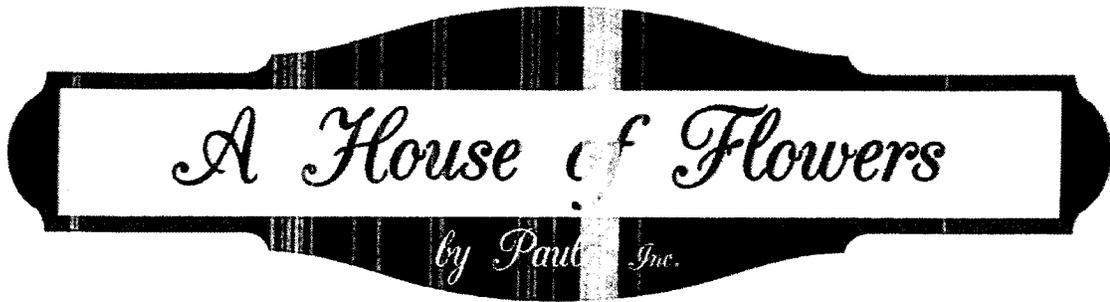
Paula Hopkins, owner of A House of Flowers, Inc. is requesting a loan of \$25,000 for working capital and inventory for her business, a floral, retail and consignment shop that has been located in downtown Rantoul since 1994. She currently has a micro-loan for her business, secured by a first mortgage on the building, with an outstanding balance of approximately \$19,500. It has been paid as agreed.

Cash flow: According to provided tax returns, business cash flow before depreciation has averaged \$7,400 in 2015 and 2016, on consistent annual sales of approximately \$445,000 and salaries/wages of approximately \$62,000. This is sufficient to make the annual principal and interest payments of \$3,084, even if sales do not increase. The business supports 3 full-time equivalent positions.

Collateral value: In late 2015, Paula had an offer to purchase her building for \$82,000; however, it has not recently been appraised. It is currently assessed for real estate tax purposes at a fair market value of approximately \$65,000. She paid \$43,000 in 1995. The two loans will total \$44,000, which is 68% of the building's assessed value.

Other: This loan fits the preferred criteria of a minority/woman-owned business, as well as serving as an anchor downtown Rantoul business.





To the Committee,

I am writing you to request your assistance in continuing to run my business effectively and to preserve the jobs of my employees. I am in need of working capital in order to keep A House of Flowers by Paula, Inc. afloat while keeping all current employees on staff. In order for this to be accomplished, I am applying for the Village of Rantoul Business Loan Program.

The funds for which I am applying would be put to use for working capital and inventory. The funds would also permit the continued functionality of my business and prevent layoffs due to insufficient funds. I request these funds with good faith as a business owner and contributor to our community.

Yours truly,

Paula Hopkins, owner.

Program Application

Applicant Information

Paula Hopkins A House of Flowers [REDACTED]

Name Business Tax ID # or SSN

113 E. Sangamon RANTOLL IL 61866

Street Address City State Zip

217 893-3600 DURING I @ MSN.COM

Phone Number Email

SAME

Business Location (if different)

Type and History of Business-

B Floral & Gift Shop. Been in Business since 1994

Amount of Loan Requested & Intended Use

~~25,000~~ 20,000 working capital

Principals (include resumes of principals, co-signors & guarantors)

Number of Jobs Created or Retained 3

Description of Collateral

Building at 113 E. Sangamon

Other Committed Funding Sources

Business References, including phone numbers

<u>Tom Iorio</u>	<u>893-8171</u>
<u>Danny Long</u>	<u>892-2143</u>
<u>Craig Rogers</u>	<u>892-2143</u>
<u>Diane Michael</u>	<u>892-4287</u>

Statement of Community Benefit (i.e. provide needed goods/services, increase traffic to a shopping area)

Better Service
Increase traffic

Applicant Disclosure Statement

I Paula Hopkins (Applicant) assert that the preceding information is true and correct and that the loan funds will be used as stated by me in this Application.

<u>Paula Hopkins</u>	<u>9-8-2017</u>
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Applicant (please print name)

Date

Paula
 Applicant Signature

Owner Disclosure Statement

(Required if Applicant is not the property owner of the parcel being improved)

I _____ (Owner) certify that I, as owner of the property at _____, give _____ (Applicant) authority to implement the described improvements at the property. I further acknowledge that the Village of Rantoul assumes responsibility in the event of any dispute between

the Owner and Applicant concerning any building improvement work undertaken by the Applicant.

Owner (please print name)

Date

Owner Signature

Property Address

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 2

ITEM: Amending Rantoul Code	DEPARTMENT: Police
AGENDA SECTION:	AMOUNT: N/A
ATTACHMENTS: <input checked="" type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> OTHER (See Summary Highlights) <input type="checkbox"/> SUPPORTING DOCUMENTS	DATE: November 7, 2017

SUMMARY HIGHLIGHTS: The Police Department is proposing to amend Article II – Police Department Sec. 18-21 – Orders of command, appointments of the Rantoul Code as follows:

- Section 18-21 (e) (4) reference filling a position vacancy involving the police officer position. We'd like to amend the section to allow the chief of police to interview not only the top eight (8) persons on the register, but also qualified minority or female candidates regardless of where they were positioned on the register. The amended section would read:

“In filling a position vacancy involving the police officer position, the chief of police shall, **except as otherwise provided in the sentence immediately following below**, separately consider and select any qualified candidate from the top eight (8) persons then named on the eligibility list. **When the chief of police determines that there is a clear and long-standing underutilization of members of a protected class, however, the chief of police may consider and select any qualified minority or female candidate then named on the eligibility list without regard to the top eight (8) persons then named.** The chief of police may separately select any of the eight (8) persons so named, without regard for the number of times they may have been considered in the past or their position on the list in comparison to any of the other seven (7) individuals considered.”

- Section 18-21 (a) remove deputy chief of police from the order of command, appointments and remove Section 18-21 (c) from the Code. The Police Department does not utilize the Deputy Chief rank.

- Section 18-12 change the position title of "police patrol officer" to "police officer" within the Code.

RECOMMENDED ACTION: Approve

DEPARTMENT HEAD APPROVAL:



VILLAGE MAYOR:



AGENDA PAGE NUMBER:

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE ____ OF ____
ITEM: Resolution of Support – Illinois Transportation Enhancement Program (ITEP) Grant Application - Rantoul Downtown Streetscape	DEPARTMENT: Public Works
AGENDA SECTION:	PROJECT AMOUNT:
ATTACHMENTS: (X) OTHER (See Summary Highlights) (X) SUPPORTING DOCUMENTS	DATE: October 23, 2017
<p>SUMMARY HIGHLIGHTS:</p> <p>This Agenda Item provides for the approval of a Resolution of Support from the Village of Rantoul as a component of the Illinois Transportation Enhancement Program (ITEP) Grant Application for the proposed Rantoul Downtown Streetscape improvements. This resolution serves as a Local Assurance document which indicates that the Village is willing and able to manage, maintain, and operate the project under the guidelines & authority of the Illinois Department of Transportation (IDOT).</p> <p>Potential award timeline of ITEP grants will be in the spring of 2018. Village funding for its share of the project costs would not be required until the following fiscal year. Funding is anticipated to be provided through IDOT Motor Fuel Tax (MFT), the Village’s local Motor Fuel Tax, or other Village funds.</p> <p>In addition to the Resolution of Support, a Letter of Support has been prepared to accompany the Resolution as an additional component of the grant application.</p>	
<p>RECOMMENDED ACTION: Authorize the approval of a Resolution of Support from the Village of Rantoul as a component of the Illinois Transportation Enhancement Program (ITEP) Grant Application for the proposed Rantoul Downtown Streetscape improvements.</p>	
<p>DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. </p>	<p>VILLAGE ADMINISTRATOR: </p>
AGENDA PAGE NUMBER:	



Village of Rantoul

Charles Smith
Mayor

333 S. Tanner Street
P.O. Box 38
Rantoul, IL 61866

Phone 217.892.6854
Fax 217.892.5501

October 23, 2017

Illinois Department of Transportation
Illinois Transportation Enhancement Program
Room 307
2300 South Dirksen Parkway
Springfield, Illinois 62764

Re: Letter of Support – Village of Rantoul
2018 Rantoul Downtown Streetscape & Transportation Enhancement Project

To Whom It May Concern:

As the Mayor of the Village of Rantoul, I fully support the 2018 Rantoul Downtown Streetscape and Transportation Enhancement Project. This project will enhance and aid in the revitalization of the Rantoul downtown area as it promotes the alternative transportation options of pedestrian and bicycle travel, along with streetscape beautification. This project serves as the communities' next phase of the Shared Use Path expansion, where the previous ITEP sponsored phase was completed in 2016.

This work will improve pedestrian and bicycle access into the downtown area, the Amtrak Station and its transportation network, and the recently initiated downtown bus service. These improvements will reflect the overall Village and Champaign County EDC's regional approach to community development & revitalization and compliment the Village and County's Rantoul Tomorrow initiative. These efforts are supported and will be used by the public. The Village is fully committed to funding the local portion of the project's eligible costs.

The Village appreciates your consideration of the Village of Rantoul's 2018 Rantoul Downtown Streetscape and Transportation Enhancement Project for Illinois Transportation Enhancement Program (ITEP) funding.

If you have any questions, please contact me at (217) 892-6854.

Sincerely,

Charles R. Smith
Mayor
Village of Rantoul



**This page must be signed by a representative of the local sponsoring agency
in order for the project to be considered for funding.**

The project sponsor certifies that it is willing and able to manage, maintain, and operate the project as a highway authority eligible to receive federal funding. The project sponsor possesses legal authority to nominate the transportation enhancement project and to finance, acquire, and construct the proposed project. The sponsor authorizes the nomination of the transportation enhancement project, including all assurances contained therein. The sponsor authorizes the person identified below as the official project representative to act in connection with the nomination and to provide such additional information as may be required. The project sponsor affirms that, if selected, the project will commence within the time periods defined by the Sunset Clause (refer to Section I of the ITEP Guidelines Manual) and in accordance with departmental policies.

I certify that the information contained in this transportation enhancement application, including attachments, is accurate and that I have read and understand the information and agree to the assurances on this form.

Name: Charles R. Smith
Please print

Title: Mayor
Please print

Signature: _____ **Date:** _____

Name of Sponsoring Agency: Village of Rantoul

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM		PAGE ____ OF ____
ITEM: MFT Resolution – 2018 Annual Street Maintenance Allocation	DEPARTMENT: Public Works	
AGENDA SECTION:	PROJECT AMOUNT:	
ATTACHMENTS: (X) OTHER (See Summary Highlights) (X) SUPPORTING DOCUMENTS	DATE: October 23, 2017	
<p>SUMMARY HIGHLIGHTS:</p> <p>This Agenda item provides for the annual resolution which allocates and permits the Village of Rantoul Public Works Street and Systems Division to use Illinois Department of Transportation (IDOT) Motor Fuel Tax (MFT) funds for eligible street and highway maintenance expenses. These expenses are locally identified as the “day labor and equipment” which supports the funding of street maintenance activities.</p> <p>The proposed resolution is based on the Village of Rantoul’s annual budget allocation, which for 2017-2018 was \$225,000.00 and is anticipated to be a similar amount in 2018-2019.</p> <p>As directed in the IDOT Circular Letter dated August 25, 2014, IDOT stresses that the MFT Resolution be approved prior to the spending of funds and to coincide with the calendar year (2018). This is also reflected in the requirements found in the Bureau of Local Roads & Streets, Section 14-2 regarding the annual Maintenance Resolution.</p> <p>As the Village undertakes the budgeting process, a revised resolution may ultimately be required to coincide and reflect the final 2018-2019 Budget.</p>		
<p>RECOMMENDED ACTION: Authorize the approval of the annual IDOT Motor Fuel Tax (MFT) resolution in the amount of \$225,000.00 for funding the Public Works Street and System Division’s day labor and equipment expenses for the period of January 1, 2018 through December 31, 2018.</p>		
<p>DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. </p>	<p>VILLAGE ADMINISTRATOR: </p>	
AGENDA PAGE NUMBER:		



Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

August 25, 2014

CIRCULAR LETTER 2014-14

MFT GENERAL MAINTENANCE PROGRAM – DEPARTMENT PRIOR APPROVAL

COUNTY ENGINEERS/SUPERINTENDENTS OF HIGHWAYS
MUNICIPAL ENGINEERS/DIRECTORS OF PUBLIC WORKS/MAYORS
CONSULTING ENGINEERS

Article 9-1.07 of the IDOT Bureau of Local Roads and Streets (BLRS) Manual outlines the procedures for a Local Public Agency (LPA) to expend Motor Fuel Tax (MFT) funds for eligible MFT projects, including general maintenance. This ability to expend MFT funds requires authorization from the Department.

Section 14-2 of the BLRS Manual outlines the procedures for a LPA to submit an annual general maintenance program. The documentation for the general maintenance program must be submitted to the Department, and the LPA must receive approval of the plan and authorization of the funds, prior to conducting any operation listed for the program year.

The submittal of a LPA's general maintenance program must be in a manner that will provide for the appropriate District BLRS office to approve the general maintenance program prior to any expenditure of MFT funds. At a minimum, this submittal must include a resolution (Form BLR 14220 or BLR 14230) appropriating MFT funds for general maintenance, along with an estimate of maintenance costs (Form BLR 14221 or BLR 14231). **The expenditure of MFT funds prior to the approval of the LPA general maintenance program may result in the LPA reimbursing their own MFT account with LPA funds in the amount of the unapproved expenditure.**

During the year if additional maintenance operations not listed on the original estimate of maintenance cost need to be performed, a revised estimate of maintenance costs shall be submitted for approval and authorization prior to the expenditure of MFT funds for the additional maintenance operations. If the revised estimate of maintenance costs exceeds the original resolution, a supplemental resolution will also be required.

In the case of an emergency maintenance operation, it is desirable to first obtain district BLRS approval by telephone or letter. However, the nature of the situation may dictate otherwise, which must be assessed on a case-by-case basis. Article 12-1.02(c) of the BLRS Manual provides additional information on emergency purchases.

Circular Letter 2014-14
Page 2
August 25, 2014

The Department encourages all local public agencies to join our email subscription service. This service is free and provides local public agencies with all BLRS announcements including circular letters, policy changes, and training announcements. Please visit this website under the "Stay Connected" tab to subscribe today: <http://www.idot.illinois.gov/transportation-system/local-transportation-partners/county-engineers-and-local-public-agencies/index>

Please contact your District BLRS office for further information and guidance.

Sincerely,

A handwritten signature in cursive script that reads "James K. Klein".

James K. Klein, P.E., S.E.
Acting Engineer of Local Roads and Streets

TF/tw

14-2 MAINTENANCE INITIATION

14-2.01 Maintenance Period

IDOT has designated 12 or 24 months as the accounting period for LPA MFT maintenance programs. This period normally starts January 1 and ends December 31. The LPA may use a different starting and ending dates with IDOT approval. However, the length of time must be either 12 or 24 months.

14-2.02 Maintenance Resolution

A maintenance resolution is required for a county or municipality to appropriate MFT funds to be used for maintenance operations contemplated during the 12-month or 24-month period. Forms BLR 14220 (County Maintenance) and BLR 14230 (Municipal Maintenance) are provided for maintenance resolutions. The appropriation for all general maintenance work for the maintenance period may be included in one maintenance resolution, but should cover expenditure of funds for that period only. Submit the resolution to the district for approval prior to the expenditure of MFT funds for the maintenance period covered by the resolution. Should the actual cost of maintenance exceed the total amount of MFT funds appropriated, the LPA must adopt a supplement resolution appropriating the additional funds.

Maintenance appropriations may not exceed the sum of a LPA's current unobligated balance plus estimated MFT allotments for the remainder of the maintenance period. A LPA may not commit MFT allotments for any succeeding year to be used for payment of bills incurred during the current maintenance period. If a proposed maintenance program exceeds the amount of MFT funds estimated to be available, the source of the additional funds to be provided should be shown.

Road districts do not pass resolutions; therefore, an Estimate of Maintenance Cost (Form BLR 14221) is signed by the county engineer and township highway commissioner for each road district. This is considered to be the appropriation of MFT funds for township general maintenance.

A separate MFT appropriation resolution will not be required, provided that the LPA budget ordinance contains the necessary information required by law and identifies that MFT funds are to be used.

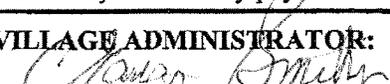
14-2.03 Section Designation

For general guidance on MFT section numbers, see Section 2-4.

Use the following procedure to assign section numbers for general maintenance programs:

1. Year. Use the last two digits of the calendar year or fiscal year of the program.
2. Agency Sequence. For counties and municipalities, use 00000. For road districts, the first two digits would be the road district code number followed by three zeros.

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM		PAGE _____ OF _____	
ITEM: Uniforms & Equipment; Clothing Allowance	DEPARTMENT: Public Works / Human Resources		
AGENDA SECTION:	PROJECT AMOUNT:		
ATTACHMENTS: (X) OTHER (See Summary Highlights) (X) SUPPORTING DOCUMENTS	DATE: October 26, 2017		
<p>SUMMARY HIGHLIGHTS:</p> <p>This Agenda Item provides for the modification of the Village of Rantoul's personnel policy to discontinue the annual uniform allowance payment to employees covered by Section 19.6.16 (d), and allow the Village to directly and fully pay the uniform supplier for these services. This follows the Request For Proposal (RFP) process to select a uniform service vendor, and occurs prior to the next scheduled semi-annual uniform allowance payment (January 2018). Village of Rantoul field personnel are often the initial contact and liaison with residents, so it is important that their uniforms properly reflect a consistent and professional appearance (recognizable, clean, durable, cost-effective), yet which allows them to perform their wide-range of duties.</p> <p>The Village's Uniform and Equipment; Clothing Allowance for Public Works personnel is outlined in Section 19.6.16 (d) of the Village of Rantoul's personnel policy. While the policy provides for a uniform allowance of \$350 per calendar year, the lump sum amount has only been modestly adjusted over time and falls short of adequately funding a full set (11) of laundered uniforms. As employees limit their number of uniforms, the clothing becomes worn, tattered, and unsightly, especially if not properly & personally laundered.</p> <p>The electric personnel's Fire Resistant (FR) uniforms are recognized by OSHA as Personal Protective Equipment (PPE) and must be provided (since 2012) by the Village. In a similar perspective, the non-FR uniforms which personnel are required to wear for performing their daily tasks and offers a certain protection to the employee (100% cotton, high-visibility, etc.), also allows residents to recognize and identify Village field personnel.</p> <p>This Agenda provides for the discontinuance of the annual uniform allowance payment to the employee (electric personnel agreed to forego their uniform allowance in 2017), but allows the Village to retain these funds to fully and directly pay the uniform supplier. This provides a small financial relief to the employee, ensures the employees are properly attired, adequately protects, provides employee recognition, and will streamline the administrative & accounting aspects of tracking uniform invoices, allocating employee deductions, issuing payments, etc. The timing of this request will allow the upcoming semi-annual allocation to be used for funding uniforms and allows the Village to move forward with the transition in uniform replacements.</p>			
<p>RECOMMENDED ACTION: Authorize the modification of the Village of Rantoul Personnel Policy Section 19.6.16 (d) to discontinue the annual uniform allowance lump sum payment of \$350 per calendar year and allow the Village to retain these funds to fully and directly pay the uniform supplier.</p>			
<p>DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. </p>		<p>VILLAGE ADMINISTRATOR: </p>	
AGENDA PAGE NUMBER:			

Section 19.6.14. Military Leave.

Any Regular/Full-Time Employee who is required to serve on active duty in the United States Armed Forces or who is a member of a reserve component of the United States Armed Forces or of the Illinois National Guard and is required to attend basic training, special or advanced training or annual training shall be granted such leave and shall be entitled to such other pay and benefits as may be required in accordance with the provisions of any applicable federal or state law, as such law may from time to time be supplemented and amended.

Section 19.6.15. Discretionary Leave.

(a) **Conditions of Leave.** Any Regular/Full-Time Employee covered by this Article other than any Provisional Employee may, in the sole discretion of his or her Appointing Authority, be granted a special leave of absence without pay for a period of not to exceed 180 calendar days under such terms and conditions for such special leave as may be established by such Appointing Authority. The special leave as provided in this Section may be granted for reasons or circumstances for which such leave of absence is not otherwise provided for under this Chapter.

(b) **Nonemployment Elsewhere.** No special leave of absence shall be granted under this Section in order to enable any Regular/Full-Time Employee to try for or accept employment elsewhere or for self-employment. Any such Full-Time Employee covered by this Section who engages in employment elsewhere, including self-employment, during any such special leave of absence, without the written advance permission of his or her Appointing Authority, shall be subject to discharge or removal from office. Permission for employment during any special leave of absence under this Section shall be determined on a case-by-case basis, after review of the circumstances and the reason for any such leave of absence.

(c) **Application for Leave.** Any request for a special leave of absence under this Section shall be submitted in writing by any such Regular/Full-Time Employee covered by this Section to his or her Department Head as far in advance as practicable. Any such request shall state the reason for any such special leave of absence and the length of time any such Regular/Full-Time Employee desires. Authorization for any such special leave of absence under this Section, including any terms and conditions thereof, shall, if granted, be furnished to any such Regular/Full-Time Employee covered by this Section by his or her Appointing Authority.

Section 19.6.16. Uniforms and Equipment; Clothing Allowance.

(a) **Establishment.** The applicable Department Head shall have the right to establish the type, style and color of any uniform apparel or equipment to be used by any Uniformed Employee or other Employee Position covered by this Article who is subject to the jurisdiction of such Department Head. Each such Department Head shall further have the right to change the type, style or color of any such uniform apparel or equipment from time to time and to make, alter and enforce any rules and regulations concerning the use, wear and replacement of any such uniform and related equipment.

(b) **Uniform for Any Uniformed Employee (Class I).** The Village shall provide any Uniformed Employee (Class I) covered by this Article with all required uniform apparel and

equipment and shall replace any such required uniform apparel and equipment on an as needed basis as determined by the Department Head of any such Uniformed Employee (Class I). Any and all such uniform apparel and equipment so provided to any such Uniformed Employee (Class I) shall remain the exclusive property of the Village and any such Uniformed Employee (Class I) shall return any and all such uniform apparel and equipment to the Village upon the termination of his or her employment.

(c) **Clothing Allowance for Any Police Employee.** Any Police Employee covered by this Article who is assigned to any Position required to use civilian clothing in lieu of uniform apparel shall receive an annual clothing allowance in a lump sum amount of \$450.00 per calendar year payable in equal semi-annual installments in the months of January and July of each calendar year. Any such Police Employee newly hired or assigned to any such Position shall be entitled to begin receiving any such semi-annual installment of clothing allowance on a prorated basis following his or her appointment to any such Position. The Department Head of the Police Department shall have the right to make, alter and enforce any rules and regulations concerning the appropriate attire for any such Position.

(d) **Uniform Allowance for Any Uniformed Employee (Class II).** Any Uniformed Employee (Class II) covered by this Article shall receive an annual uniform allowance in a lump sum amount of \$350.00 per calendar year, payable in equal semi-annual installments in the months of January and July of each calendar year. Any Uniformed Employee (Class II) newly hired or assigned to any such Position shall be entitled to begin receiving any such semi-annual installment of uniform allowance on a prorated basis following his or her appointment to any such Position. The cost of any such uniform apparel (the number of which shall be determined by any such Uniformed Employee (Class II)) shall be deducted from the first two (2) paychecks of any such Uniformed Employee (Class II) each month.

Section 19.6.17. Tuition Reimbursement.

The Village shall reimburse any Regular/Full-Time Employee other than any Provisional Employee who successfully completes an approved college-level course or courses of study for the entire cost of tuition (excluding any applicable fees) for any such approved course or courses subject to the following terms and conditions:

- (i) Prior to the beginning date of any such course or courses, any such Regular/Full-Time Employee covered by this Section shall submit to his or her Appointing Authority a request for such tuition reimbursement which includes a written statement describing the relationship between the course or courses to be taken and the duties of his or her Position.
- (ii) If the applicable Appointing Authority determines on the basis of any such written statement that a reasonable relationship exists between the course or courses to be taken and the duties of any such Position, such Appointing Authority shall approve such request subject to the condition that any such course or courses shall be taken on the personal time of any such Regular/Full-Time Employee covered by this Section, shall have been paid for when due and in advance of any such reimbursement, and shall have been successfully completed with a passing grade of at least average or its equivalent.

INVITATION FOR PROPOSAL

Proposal #VRNTL-18-R-01, for
“Uniform Rental Agreement”

THE VILLAGE OF RANTOUL, ILLINOIS, will receive sealed proposals for the rental or purchase of “Flame Resistant and Standard 100% Cotton Uniforms for the Village of Rantoul Public Works personnel.”

Proposals will be received until closing time of **11:00 A.M.** prevailing time on **August 16, 2017** at the Rantoul Municipal Building, 333 South Tanner Street, Rantoul, Illinois. Any Proposal received after the closing time will not be considered and will be returned unopened. Proposals submitted by mail should be identified on the outside of the envelope as a bid for “**Uniform Rental Agreement, Proposal #VRNTL-18-R-01**” and should be addressed to:

Scot Brandon, Comptroller
Village of Rantoul
P.O. Box 38
333 S. Tanner St.
Rantoul, Illinois 61866

The Invitation for Proposal (IFP) is available at the Rantoul Municipal Building, 333 South Tanner Street, Rantoul, Illinois, or can be found at:

<http://www.myrantoul.com/government/purchasing/index.html>

All questions about the process and procedure may be directed to Scot Brandon by e-mail at sbrandon@myrantoul.com or by telephone at (217) 892-6828. All questions related to the substance of the Bid shall be submitted to Greg Hazel (g-hazel@myrantoul.com) in writing (either by e-mail or U.S. Mail). All such substantive questions shall be answered by email to all known participants.

The contract to be entered into shall be conditioned as provided by law.

The Village of Rantoul, Illinois, reserves the right to reject any or all proposal and to waive any informalities. No Proposal shall be withdrawn after the opening without consent of the Village of Rantoul, Illinois, for a period of sixty (60) days.

VILLAGE OF RANTOUL

Dated: July 17, 2017

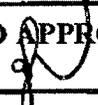
By:

Scot Brandon
Comptroller

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE _____ OF _____

ITEM: Construction Engineering (CE) Support Agreement for the Elevated Tank Coating & Rehabilitation Project – Burns & McDonnell	DEPARTMENT: Public Works
AGENDA SECTION:	PROJECT AMOUNT: \$34,950.00 – Construction Engineering
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: November 1, 2017
SUMMARY HIGHLIGHTS: <p>This Agenda Item provides for a Construction Engineering (CE) Support Agreement with Burns & McDonnell to provide additional coordination services and part-time construction engineering services for the Campbell Elevated Tank (Task #3); and the coordination, inspection, and recommendation to address the paint peeling issue on the Galaxy Elevated Tank (Task #4).</p> <p>Task #3 involves the Campbell Avenue 1,000,000 gallon elevated tank which is poised to have the twenty-six (26) interior stiffener beams replaced by Phoenix Fabricators & Erectors in the coming weeks. Burns & McDonnell assisted in securing this firm's services and will perform project over site during the replacement work.</p> <p>Task #4 addresses the 300,000 gallon elevated tank located on Galaxy Drive which was painted by the Air Force in 2012 and the exterior coating was recently found to be peeling. To determine the extent of the coating issue, a thorough inspection of the exterior and interior of the tank is recommended. Burns & McDonnell will arrange for these inspections and then assist the Village in evaluating the findings and determining the appropriate course of action. If any significant rehabilitation work is required, it will occur in the next fiscal year.</p>	
RECOMMENDED ACTION: Authorize the approval of a Construction Engineering Support Agreement with Burns & McDonnell in the amount of \$34,950.00 to provide additional coordination services and part-time construction engineering services for the Campbell Elevated Tank (Task #3); and the coordination, inspection, and recommendation to address the paint peeling issue on the Galaxy Elevated Tank (Task #4).	
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. 	VILLAGE ADMINISTRATOR: 
AGENDA PAGE NUMBER:	



October 31, 2017

G. Gregory Hazel, P.E.
Director of Public Works
Village of Rantoul
200 West Grove Avenue
Rantoul, Illinois 61866

Re: Elevated Tank Construction Engineering Support
Request for Additional Funding
BMcD Project No. 98989

Dear Mr. Hazel:

Burns & McDonnell has been supporting the Village of Rantoul (Village) by providing construction engineering services on a part-time basis for the Campbell Tank and Maplewood Elevated Tank Coating & Structural Rehabilitation project. We were authorized to provide these services in accordance with our letter proposal dated April 7, 2017 and executed by the Village on May 10, 2017.

This letter requests additional funding to continue providing support to the Village resulting from changes in scope, which are generally described below.

- **Campbell Elevated Tank:** While completing rehabilitation work, corrosion was discovered on the steel beams located on the underside of the tank bowl. This item is described more fully in our letter dated September 19, 2017.
- **Galaxy Elevated Tank:** Paint was discovered to be peeling from certain areas of the tank, which was refurbished in 2012 through a contract administered by the Air Force.

SCOPE OF SERVICES

Our original agreement included Task 1 & Task 2. Services provided as part of this request are described below.

Task 3 – Campbell Tank Support

Activities provided as part of this task include:

- **Coordination:**
 - Site visit to verify the condition of the stiffener beams
 - Discuss with Chicago Bridge & Iron
 - Structural evaluation of stiffener beams
 - Obtain contractor's quotes for detailed inspection of the stiffener beams
 - Obtain contractor's quotes for possible repair methods
 - Evaluate repair methods for viability
- Provide the Village with recommendation to address stiffener beams.



G. Gregory Hazel, P.E.
Village of Rantoul
October 31, 2017
Page 2

- **Prepare Contract Documents:** Prepare contract documents for agreement between the Village and Phoenix Fabricators & Erectors.
- **Preconstruction Meeting:** Attend one pre-construction meeting held at the Village with Phoenix Fabricators & Erectors. Facilitate the meeting on behalf of the Village. Prepare meeting agenda and distribute meeting minutes.
- **Contract Administration:** Review reports prepared by Village staff, review contractor's pay requests, review contractor's request for information and request for proposals, prepare change orders, and notify the Village of identified items not in conformance with the Construction Contract Documents.
- **Construction Observation:** Provide part-time construction observation support to assist the Village in observing the work for conformance with the Construction Contract Documents. It is anticipated that Village staff will observe the work at times that Burns & McDonnell staff is not onsite and document the contractor's progress during these times. Provide these services eight (8) hours per day for a total of 3 days (one day per week).
- **Contract Closeout (Punch List):** Close out the contract following completion of the project. Developing a project punch list and complete final site inspections with the Village and Contractor.

Task 4 – Galaxy Tank Support

Activities provided as part of this task include:

- **Coordination:**
 - Review Final Completion Report from USAF
 - Discuss possible causes of coating failure with Tnemec
 - Site visit to oversee coating inspection completed by Tnemec
 - Review Tnemec coating test results
 - Obtain contractor quotes for detailed tank inspection
- **Tank Inspection:** Complete a maintenance inspection of the Galaxy Elevated Tank. Burns & McDonnell will subcontract Tank Industry Consultants to complete the inspection.
- **Develop Recommendations:** Prepare a summary letter report containing recommendations for rehabilitation to the Galaxy Tank based on the maintenance inspection.

COMPENSATION

Burns & McDonnell request additional funding in the amount of \$34,950.00 to complete these tasks. A detailed fee estimate is presented in the attached spreadsheet.

We appreciate the opportunity to serve the Village. If you have any questions regarding this request, please feel free to contact Joe at jdarrington@burnsmcd.com or (630) 724-3809.



G. Gregory Hazel, P.E.
Village of Rantoul
October 31, 2017
Page 3

Sincerely,

Randall L. Patchett, P.E.
Water and Municipal Services

Joseph M. Darlington, P.E.
Senior Civil Engineer

JMD/jmd

cc: Stephen T. Crede, BMcD, Project Manager

**PROJECT: ELEVATED TANK CONSTRUCTION ENGINEERING
SUPPORT**

Client: Village of Rantoul

Signature: _____

Title: _____

Date: _____

**Village of Rantoul
Elevated Tank Construction Engineering Support
Request for Additional Funding
October 31, 2017**

Task Description	Senior Structural Engineer (13)	Senior Civil Engineer (13)	Senior Construction Manager (15)	Project Manager (12)	Staff Engineer (11)	Staff Engineer (10)	Assistant Civil Engineer (9)	Assistant Engineer (8)	Project Technician (6)	Expenses	Task Total
Task 3 - Campbell Tank Support											
Coordination	5	40		4			24			\$ 150	\$ 22,014
Prepare Contract Documents				2			8			\$	\$ 12,794
Preconstruction Meeting			8				8			\$ 150	\$ 1,392
Contract Administration							2			\$	\$ 2,758
Construction Observation *							24			\$ 500	\$ 3,620
Contract Close-out (Punch List)							8			\$ 150	\$ 1,190
Task 3 - Galaxy Tank Support											
Coordination		8		2			24			\$ 200	\$ 12,936
Maintenance Inspection				2			8			\$ 5,600	\$ 5,240
Recommendations				4						\$	\$ 704

Total hours	5	48	8	14	0	0	106	0	0	\$ 6,750	\$ 34,950
Hourly Billing Rate	\$196	\$196	\$196	\$176	\$160	\$147	\$130	\$109	\$82	\$	\$
Subtotals	\$980	\$9,408	\$1,568	\$2,464	\$0	\$0	\$13,780	\$0	\$0	\$	\$

* Based on part-time support for eight (8) hours per day for a total of 3 days.

Total Hours	181
Total Fee	\$ 34,950

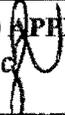
Rate Sheet: BMR717A



**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM		PAGE	OF
ITEM: Construction Engineering (CE) Agreement for the Elevated Tank Coating & Rehabilitation Project – Burns & McDonnell	DEPARTMENT: Public Works		
AGENDA SECTION:	PROJECT AMOUNT: \$25,296.00 – Construction Engineering		
ATTACHMENTS: () ORDINANCE () RESOLUTION (X) OTHER (See Summary Highlights) (X) SUPPORTING DOCUMENTS	DATE: April 20, 2017		
SUMMARY HIGHLIGHTS: <p>This Agenda Item provides for a Construction Engineering (CE) Service Agreement with Burns & McDonnell to provide construction administration (Task #1) and part-time construction engineering services (Task #2) for the Village's elevated tank coating and rehabilitation project.</p> <p>This project provides for the painting, maintenance, and servicing of two (2) Village of Rantoul elevated tanks. Included in this project are the one million gallon tank at Campbell & Tanner which will be cleaned, serviced, and painted both inside and out; and the one-half million gallon tower on North Maplewood which will be cleaned, serviced, and will receive a new exterior coating.</p> <p>Burns & McDonnell provided the original design engineering services for this work and it is recommended that their services continue to be utilize during the construction phase.</p> <p>This project will be funded through the water utility and is included in the 2017-2018 Budget.</p>			
RECOMMENDED ACTION: Authorize the approval of a Construction Engineering Service Agreement with Burns & McDonnell in the amount of \$25,296.00 to provide construction administration and part-time construction engineering services for the Village's Elevated Tank Coating and Rehabilitation Project.			
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. 	VILLAGE ADMINISTRATOR:		
AGENDA PAGE NUMBER:			

BOARD OF TRUSTEES
VILLAGE OF RANTOUL

AGENDA ITEM	PAGE	OF
ITEM: Elevated Tank Coating & Structural Rehabilitations Project – Interior beams - Phoenix Fabricators & Erectors	DEPARTMENT: Public Works	
AGENDA SECTION:	PROJECT AMOUNT: <u>\$141,605.00 – Total</u> \$131,605.00 – Base Proposal \$10,000.00 – Contingency	
ATTACHMENTS: (X) SUPPORTING DOCUMENTS	DATE: September 27, 2017	
SUMMARY HIGHLIGHTS: This Agenda Item provides for the replacement of the corroded steel stiffener beams located on the underside of the tank bowl of the Campbell Avenue Elevated Tank. The Preliminary Maintenance Inspection report completed in May 30, 2013 stated that the twenty-six (26) beams were in “good condition with minor corrosion in the crevices and at the edges”, so significant corrosion was not anticipated. Once the painting contractor (Maxcor, Inc.) gained full access to the interior of the bowl (accomplished through extensive rigging) to begin their cleaning and coating preparation, significant corrosion indeed was encountered. The repair or replacement efforts were beyond the capabilities of Maxcor or their structural subcontractors. On behalf of the Village, Burns & McDonnell Inc. then contacted three (3) contractors and secured pricing to fully replace the twenty-six (26) interior stiffeners. Phoenix Fabricators & Erectors provided the lowest pricing at \$131,605.00. This work is to ensure the long term integrity of the elevated tank, and to move forward in completing the tank coating and return the tank to service. This one million gallon elevated tank was constructed in 1969 by CB&I and was painted in 1996. During the initial award of the Elevated Tank Coating & Structural Rehabilitation Project, Alternate Bid #2b in the amount of \$101,500.00 was approved to provide for the exterior overcoating of the North Maplewood Elevated Tank. To ensure the priority tasks are funded, it may be necessary to discuss the deferral of this component to a later time. As an update, the Village’s third elevated tank is a 300,000 gallon tank located on Galaxy Drive which was painted by the Air Force in 2012. Recently, the exterior coating was found to be peeling and there was concern that this tank would also need to be addressed during this fiscal year. It is now believed any exterior work should occur in a future budget year. This will allow sufficient time for conducting a thorough interior inspection to ensure no coating separation issue exists within the tank.		
RECOMMENDED ACTION: Authorize the approval of contract with Phoenix Fabricators & Erectors in the amount of \$131,605.00 to replace the twenty-six (26) corroded interior stiffeners of the Campbell Avenue Tank. A contingency fund in the amount of \$10,000.00 is requested to address any additional, minor unforeseen issues.		
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. 	VILLAGE ADMINISTRATOR:	
AGENDA PAGE NUMBER:		



September 19, 2017

G. Gregory Hazel, P.E.
Director of Public Works
Village of Rantoul
200 W. Grove Avenue
Rantoul, Illinois 61866

Re: Campbell Elevated Tank -- Interior Beams

Dear Mr. Hazel:

While completing rehabilitation work at the Campbell Elevated Tank, corrosion was discovered on the steel beams located on the underside of the tank bowl. These beams act as stiffeners to prevent deflection of the top plate of the tank. Work associated with repair or rehabilitation of the beams was not included in the original scope of the contract. We asked Maxcor Inc., the contractor currently onsite performing rehabilitation of the Village's elevated tanks, to provide a quote to replace the stiffeners. Maxcor indicated that this repair is beyond the capabilities of their structural subcontractors and recommended that we contact tank constructors to obtain pricing. Maxcor has since demobilized from the project and the Campbell Elevated Tank is currently out of service until the Village decides upon a course of action for rehabilitation of the beams. This letter is intended to summarize key information associated with this issue.

The original scope of repair for the project was determined based on the *Preliminary Maintenance Inspection* report completed by others, dated May 30, 2013. The report stated that the beams were in good condition with minor corrosion in the crevices and at the edges. Both the American Water Works Association and the Illinois Environmental Protection Agency generally recommend that water storage tanks be inspected every 5 years. The scope of repairs for this project was developed in 2016, so the previous inspection report was approximately 3 years old. Significant corrosion of the beams was not anticipated based on the data available at the time.

We contacted Chicago Bridge & Iron (CB&I), the tank designer/constructor, to recommend whether the stiffeners need to be replaced. CB&I stated that the stiffeners do need to be fully replaced. Since Maxcor was not able to complete the repairs, we contacted three contractors and obtained pricing to fully replace 26 interior stiffeners and the center ring of the tank. See below for a summary.

Contractor	Cost
Phoenix Fabricators & Erectors	\$131,605
Pittsburg Tank & Tower Maintenance	\$224,920
Maguire Iron, Inc.	\$325,536



G. Gregory Hazel, P.E.
Village of Rantoul
September 19, 2017
Page 2

Given the slight possibility that CB&I's recommendation to replace all the stiffeners is conservative, we suggested that the Village consider hiring a specialty tank inspection firm to determine whether the scope of the repair (and associated costs) could be decreased. At the request of the Village, we contacted three tank inspection firms about performing a detailed inspection. The firms indicated that the tank would either need to be filled or have rigging installed for a detailed inspection to be performed. When Maxcor demobilized from the project, they removed their rigging from the inside of the tank. The tank could be filled to allow a detailed inspection, but it would have to be drained and cleaned prior to application of the remaining coating system. Maxcor stated that it will cost \$22,200 for SSPC SP-7 Brush-Off Blast Cleaning. If after draining the tank, there are any areas that need to be blasted to bare metal and re-primed, Maxcor provided us with a price of \$2,650 per 500 square feet. Additionally, Maxcor has stated that remobilization to the project site will cost \$5,000.

While we did not receive a formal quote for inspection of the beams, based on our experience we estimate it would cost \$5,000 to \$10,000. The total costs to the Village for a detailed inspection would include the cost of the inspection, the cost to clean the tank after draining it, and the cost for the Village to fill the tank. This results in a minimum estimated cost of \$32,200 to perform the inspection.

The lowest cost to fully replace the beams was \$131,605. If the Village decides to proceed with the inspection, it would only be cost effective if the inspection found that less than \$99,405 of repairs are needed. A general rule of thumb is any beam that has corrosion along 50 percent of its length or more should be completely replaced. Any beam that has less than 50 percent of its length corroded could potentially be reinforced, which may be able to be completed at less cost than full replacement. Based on our experience, reinforcing the beams may cost between \$150 to \$265 per foot. The cost to completely replace all the beams equates to a unit price of \$195 per foot. Another possibility that must be considered is that the inspection could result in a recommendation that all the beams be replaced. In this scenario, the cost to the Village would be greater than if all the beams had just been replaced without performing a detailed inspection.

Based on the available information, we believe that the cost savings the Village may be able to recognize by performing the detailed inspection would be marginal, if any. Due to this we recommend complete replacement of the beams.



G. Gregory Hazel, P.E.
Village of Rantoul
September 19, 2017
Page 3

Please contact me at jdarlington@burnsmcd.com or (630) 724-3809 with any questions.

Sincerely,

A handwritten signature in black ink that reads "Joseph M. Darlington".

Joseph M. Darlington, P.E.
Project Manager

cc: Steve Crede, BMcD
Matthew Dunlop, BMcD
Randall L. Patchett, P.E., BMcD

REFERENCE

BOARD OF TRUSTEES
VILLAGE OF RANTOUL

AGENDA ITEM		PAGE	OF
ITEM: Elevated Tank Coating & Structural Rehabilitations Project - Change Order #1 <div style="text-align: right;"><i>REVISED</i></div>		DEPARTMENT: Public Works	
AGENDA SECTION:		PROJECT AMOUNT: <u>\$904,525.00 – Total</u> \$449,100.00 – Base Bid - approved \$59,000.00 – Alternate Bid #1b - approved \$246,800.00 – Alternate Bid #1c - approved \$101,500.00 – Alternate Bid #2b - approved \$48,125.00 – Change Order #1 <i>OK</i>	
ATTACHMENTS: <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS		DATE: July 26, 2017	
SUMMARY HIGHLIGHTS: <p>This Agenda Item provides for the consideration of Change Order #1 to the Elevated Tank Coating & Structural Rehabilitations Project to include the Village's name and logo on the North Maplewood Elevated Tank; and to replace the interior wet ladder and enlarge the interior wet roof hatch on the Campbell Avenue Tank.</p> <p>This project was advertised in March and awarded at the April 2017 Board meeting to Maxcor, Inc. for the base bid amount of \$449,100.00. This work included the painting, maintenance, and servicing of two (2) Village of Rantoul elevated tanks. The tanks involved are the one million gallon tank at Campbell & Tanner (which will be cleaned, serviced, and painted both inside and out); and the one-half million gallon tower on North Maplewood (which will be cleaned, painted inside, and serviced).</p> <p>The base bid included the Village's name and logo being placed on the Campbell Avenue elevated tank. With the pricing of the exterior coating of North Maplewood Elevated Tank being so attractive, the recommendation was to include this additional work in the overall project. With the approval of Alternate Bids 1b, 1c & 2b, the contract value totals \$856,400.00. What was not initially requested was a stand-alone price for including the Village's name and logo on the second tower should the alternate bids be awarded. The contractor has now provided that price (\$38,625.00) for the Village's consideration.</p> <p>The contractor has also encountered a worn, corroded, and bent interior ladder on the Campbell Avenue Elevated Tank. Replacement over attempted repair is recommended at an additional cost of <u>\$7,500.00</u>. - <i>OK</i></p> <p>Requirements call for a 30" wet interior roof hatch, which to accommodate, will need to be adjusted from the current 24' location due to beams and bracings. This adjustment is in the amount of <u>\$2,000.00</u>. - <i>OK</i></p> <p>It is believed that adding the name and logo to this second tank will make the tower's new exterior coating more complete and serve as a landmark for the community. The servicing of these two elevated tanks was included in the 2017/18 budget. Project priorities are being adjusted to accommodate the expense of the additional work.</p>			
RECOMMENDED ACTION: Authorize the approval of Change Order #1 in the amount of \$48,125.00 ^{\$9,500.⁰⁰} to include the Village's name and logo on the North Maplewood elevated tank; and to replace the interior wet ladder and enlarge the wet interior roof hatch on the Campbell Avenue Tank.			
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E.		VILLAGE ADMINISTRATOR:	
AGENDA PAGE NUMBER:			

BOARD OF TRUSTEES
VILLAGE OF RANTOUL

- REFERENCE -

AGENDA ITEM		PAGE	OF
ITEM: Elevated Tank Coating & Structural Rehabilitations Project – Maxcor, Inc.	DEPARTMENT: Public Works		
AGENDA SECTION:	PROJECT AMOUNT: <u>\$856,400.00 – Total</u> \$449,100.00 – Base Bid \$59,000.00 – Alternate Bid #1b \$246,800.00 – Alternate Bid #1c \$101,500.00 – Alternate Bid #2b		
ATTACHMENTS: <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: March 31, 2017		

SUMMARY HIGHLIGHTS:

This Agenda Item provides for the painting, maintenance, and servicing of two (2) Village of Rantoul elevated tanks. Included in this project are the one million gallon tank at Campbell & Tanner which will be cleaned, serviced, and painted both inside and out and the one-half million gallon tower on North Maplewood which will be cleaned, a fresh exterior coating and serviced.

The one million gallon elevated tank at Campbell & Tanner was initially constructed in 1969 by CB&I and was painted in 1996. In this project, the structure will be serviced, cleaned and painted both inside and out. A community logo is being incorporated into the painting design. The North Maplewood elevated tank was fully painted in 2004. Under the proposed contract, the structure will receive an internal cleaning, exterior coating, and have interior / exterior maintenance performed.

The Village's third elevated tank is located on Galaxy Drive and is a 300,000 gallon tank which was received in conjunction with the south Rantoul water system. The Air Force painted this structure in 2015. These tanks are inspected every five (5) years to verify their condition.

This project was advertised in mid-March and bids were opens at 2:00pm on March 30, 2017. Three (3) bids were received and Maxcor, Inc. was the apparent low bidder with a Base Bid amount of \$449,100.00. In addition to awarding the Base Contract, the following actions are recommended for the Alternate Items:

Campbell Elevated Tank

- 1a: Reject – (Deduct \$23,300.00) Exterior Coating with Acrylic Polyurethane Finish Coat
- 1b: Award – (\$59,000.00) Interior Wet Coating with a complete Blast and Recoat
- 1c: Award – (\$246,800.00) Exterior Coating with a Complete Blast and Recoat

North Maplewood Elevated Tank

- 2a: Reject – (\$126,000.00) Exterior Overcoat with a Fluoropolymer Polyurethane Finish Coat
- 2b: Award – (\$101,500.00) Exterior Overcoat with an Acrylic Polyurethane Finish Coat

These Awards would provide a contract value of \$856,400.00. Monies in the amount of \$811,000.00 were included in the 2017/18 budget. Alternate 2b for the refreshing of N. Maplewood Tank would be the one item that could be deferred, but the bid amount is an excellent value & opportunity to refresh and extend the tank's coating as opposed to a complete blasting and painting sooner in the future.

RECOMMENDED ACTION: Authorize the award of a contract with Maxcor, Inc. in the base bid amount of \$449,100.00; Alternate Bid Items 1b (\$59,000.00); Item 1c (\$246,800.00); Item 2b (\$101,500.00) for the painting, maintenance, and servicing on two (2) Village of Rantoul Elevated Tanks.

DEPARTMENT HEAD APPROVAL:
G. Gregory Hazel, P.E. *gh*

VILLAGE ADMINISTRATOR:

AGENDA PAGE NUMBER:



April 7, 2017

G. Gregory Hazel, P.E.
Director of Public Works
Village of Rantoul
200 West Grove Avenue
Rantoul, Illinois 61866

Re: Proposal for Campbell Elevated Tank and Maplewood Elevated Tank Coating & Structural Rehabilitation – Part-Time Construction Engineering Support

Dear Mr. Hazel:

Burns & McDonnell is pleased to submit this proposal to provide part-time construction engineering services for the Campbell Tank and Maplewood Elevated Tank Coating & Structural Rehabilitation project.

BACKGROUND

The Village of Rantoul (Village) owns a 1,000,000-gallon elevated water storage tank located at the southwest corner of the intersection of Campbell Road and Tanner Street and a 500,000-gallon elevated water storage tank located near the intersection of North Maplewood Drive and Pine Avenue. The Village is soliciting bids from contractors for a project which includes coating and structural rehabilitation of both tanks.

It is expected that the selected contractor will complete the work at one tank, then complete the work at the second tank. The contract documents for the project require that the contractor substantially complete the work within 180 calendar days of the date of the Notice to Proceed. Substantial Completion is defined as the completion of all items other than the punch list. Final Completion shall be within 225 calendar days of the date of the Notice to Proceed.

SCOPE OF SERVICES

The scope of our services provided to the Village is outlined below:

Task 1 – Construction Administration

Activities provided as part of this task include:

- * Attendance at a preconstruction meeting that will be held at the Village with the selected Contractor. Burns & McDonnell will facilitate the meeting on behalf of the Village and will prepare a meeting agenda and distribute meeting minutes following the meeting. We anticipate one preconstruction meeting prior to beginning work on the first tank.
- Submittal Review: Burns & McDonnell will review shop drawings and data submitted by the contractor for conformity with the contract plans and specifications. As part of this task we will develop and maintain a shop drawing review log including receipt dates, review

G. Gregory Hazel, P.E.
 Village of Rantoul
 April 7, 2017
 Page 2

status and conformity information for the submittals required to be made by the contractors. The log will be maintained throughout the construction phase of the Project.

- **Contract Administration:** Burns & McDonnell will review weekly reports prepared by Village staff, review contractor’s monthly and final pay requests, review contractor’s request for information and request for proposals, prepare change orders, and notify the Village of identified items not in conformance with the Construction Contract Documents.

Task 2 – Part-Time Resident Engineering

Activities provided as part of this task include:

- **Construction Observation:** Burns & McDonnell will provide part-time construction observation support for the Project. Our services will consist of providing an assistant-level civil engineer to assist the Village in observing the work for conformance with the Construction Contract Documents. It is anticipated that Village staff will observe the work at times that Burns & McDonnell staff is not onsite and document the contractor’s progress during these times. This proposal is based on providing these services eight (8) hours per day for a total of 15 days. The number of days budgeted for specific milestones / work activities is presented in the table below.

Milestone / Work Activity	Number of Days Budgeted	
	Campbell Tank	Maplewood Tank
After steel work is complete	1 day	1 day
During interior dry surface preparation / prime coat application	1 day	Not applicable
After interior dry second coat application	1 day	Not applicable
After interior dry third (final) coat application	1 day	Not applicable
During exterior surface preparation / prime coat application	1 day	1 day
After exterior second coat application	1 day	1 day
After exterior third (final) coat application	1 day	1 day
After exterior Village logo application	1 day	Not applicable
During interior wet surface preparation / prime coat application	2 days	1 day

- **Progress Meeting:** Burns & McDonnell will provide a Senior Construction Manager to support the Village during one (1) progress meeting with the selected contractor.



G. Gregory Hazel, P.E.
Village of Rantoul
April 7, 2017
Page 3

- Contract Closeout (Punch List): Burns & McDonnell will close out the contract following completion of the project. Our services will consist of developing a project punch list and final site inspections with the Village and Contractor.

COMPENSATION

Burns & McDonnell proposes to complete the scope of services included in this proposal on a time-and-materials basis for a fee of \$25,296.00 in accordance with the attached rate sheet.

GENERAL CONSIDERATIONS

If this proposal is satisfactory, please sign and date this document and return one signed copy to us to affect an Agreement. The attached Terms and Conditions for Professional Services are incorporated in and made a part of the Agreement.

We greatly appreciate this opportunity to serve the Village. If you have any questions about this proposal, please call Randy at 630-724-3276 or Joe at 630-724-3809.

Sincerely,

A handwritten signature in cursive script that reads "Randall L. Patchett, P.E."

Randall L. Patchett, P.E.
Water and Municipal Services

A handwritten signature in cursive script that reads "Joseph M. Darlington"

Joseph M. Darlington, P.E.
Project Manager

JMD/jmd

cc: Peter Passarelli, Village of Rantoul
Stephen T. Crede, BMCD



G. Gregory Hazel, P.E.
Village of Rantoul
April 7, 2017
Page 4

**CAMPBELL AND MAPLEWOOD ELEVATED TANK COATING &
STRUCTURAL REHABILITATION – PART-TIME CONSTRUCTION
ENGINEERING SUPPORT**

Village of Rantoul

Signature: _____

Title: _____

Date: _____

Village of Rantoul
Campbell and Maplewood Elevated Tank Coating & Structural Rehabilitation
Estimated Fees for Part-Time Construction Engineering Services
April 7, 2017

Task Description	Principal (17)	Associate (16)	Associate (15)	Associate (14)	Senior Construction Manager (13)	Senior Engineer (12)	Staff Engineer (11)	Staff Engineer (10)	Assistant Civil Engineer (9)	Assistant Engineer (8)	Project Technician (6)	Expenses	Task Total
Task 1 - Construction Administration													
Preconstruction Meeting					8				8				\$ 4,688.00
Submittal Review									8				\$ 2,608.00
Contract Administration									8				\$ 1,940.00
									8				\$ 1,940.00
Task 2 - Resident Engineering													
Construction Observation *									120			\$ 2,250.00	\$ 17,850.00
Progress Meeting					8								\$ 1,568.00
Contract Close-out (Punch List)									8			\$ 150.00	\$ 1,190.00

total hours	0	0	0	0	16	0	0	0	152	0	0		
Hourly Billing Rate	\$224.00	\$220.00	\$214.00	\$206.00	\$196.00	\$176.00	\$160.00	\$147.00	\$130.00	\$109.00	\$82.00		
Subtotals	\$0.00	\$0.00	\$0.00	\$0.00	\$3,136.00	\$0.00	\$0.00	\$0.00	\$19,760.00	\$0.00	\$0.00	\$ 2,400.00	\$ 25,296.00

* Based on part-time support for eight (8) hours per day for a total of 15 days.

Rate Sheet: HMR 717A

Total Hours	168
Total Fee	\$ 25,296.00



Schedule of Hourly Professional Service Billing Rates

Position Classification	Classification Level	Hourly Billing Rate
General Office *	5	\$57.00
Technician *	6	72.00
Assistant *	7	82.00
	8	109.00
	9	130.00
Staff *	10	147.00
	11	160.00
Senior	12	176.00
	13	196.00
Associate	14	206.00
	15	214.00
	16	220.00
	17	224.00

NOTES:

1. Position classifications listed above refer to the firm's internal classification system for employee compensation. For example, "Associate", "Senior", etc., refer to such positions as "Associate Engineer", "Senior Architect", etc.
2. For any nonexempt personnel in positions marked with an asterisk (*), overtime will be billed at 1.5 times the hourly labor billing rates shown.
3. Project time spent by corporate officers will be billed at the Level 17 rate plus 25 percent.
4. For outside expenses incurred by Burns & McDonnell, such as authorized travel and subsistence, and for services rendered by others such as subcontractors, the client shall pay the cost to Burns & McDonnell plus 10%.
5. Monthly invoices will be submitted for payment covering services and expenses during the preceding month. Invoices are due upon receipt. A late payment charge of 1.5% per month will be added to all amounts not paid within 30 days of the invoice date.
6. The services of contract/agency and/or any personnel of a Burns & McDonnell subsidiary or affiliate shall be billed to Owner according to the rate sheet as if such personnel is a direct employee of Burns & McDonnell.
7. The rates shown above are effective for services through December 31, 2017, and are subject to revision thereafter.

TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES

Project: Campbell and Maplewood Elevated Tank Coating & Structural Rehabilitation
Client: Village of Rantoul, Illinois

Date of Letter, Proposal, or Agreement: April 7, 2017
Client Signature: _____

1. SCOPE OF SERVICES

For the above-referenced Project, Burns & McDonnell Engineering Company, Inc. (BMcD) will perform the services set forth in the above-referenced Letter, Proposal, or Agreement, in accordance with these Terms and Conditions. BMcD has relied upon the information provided by Client in the preparation of the Proposal, and shall rely on the information provided by or through Client during the execution of this Project as complete and accurate without independent verification.

2. PAYMENTS TO BMcD

A. Compensation will be as stated in the above-referenced Letter, Proposal, or Agreement. Statements will be in BMcD's standard format and are payable upon receipt. Time is of the essence in payment of statements, and timely payment is a material part of the consideration of this Agreement. A late payment charge will be added to all amounts not paid within 30 days of statement date and shall be calculated at 1.5 percent per month from statement date. Client shall reimburse any costs incurred by BMcD in collecting any delinquent amount, including reasonable attorney's fees. If a portion of BMcD's statement is disputed, Client shall pay the undisputed portion by the due date. Client shall advise BMcD in writing of the basis for any disputed portion of any statement.

B. Taxes as may be imposed on professional consulting services by state or local authorities shall be in addition to the payment stated in the above-referenced Letter, Proposal, or Agreement.

3. INSURANCE

A. During the course of performance of its services, BMcD will maintain Worker's Compensation insurance with limits as required by statute, Employer's Liability insurance with limits of \$1,000,000, and Commercial General Liability and Automobile Liability Insurance each with combined single limits of \$1,000,000.

B. If the Project involves on-site construction, construction contractors shall be required to provide (or Client may provide) Owner's Protective Liability Insurance naming Client as a Named Insured and BMcD as an Additional Insured or to endorse Client and BMcD using ISO form CG 20 10 11 85 endorsement or its equivalent as Additional Insureds on all construction contractor's liability insurance policies covering claims for personal injuries and property damage in at least the amounts required of BMcD in 3A above. Construction contractors shall be required to provide certificates evidencing such insurance to Client and BMcD. Contractor's compensation shall include the cost of such insurance including coverage for contractual and indemnification obligations herein.

C. Client and BMcD release each other and waive all rights of subrogation against each other and their officers, directors, agents, or employees for damage covered by property insurance during and after the completion of BMcD's services. A provision similar to this shall be incorporated into all construction contracts entered into by Client, and all construction contractors shall be required to provide waivers of subrogation in favor of Client and BMcD for damage covered by any construction contractor's property insurance.

4. INDEMNIFICATION

A. To the extent allowed by law, Client will require all construction contractors to indemnify, defend, and hold harmless Client and BMcD from any and all loss where loss is caused or alleged to be caused in whole or in part by the construction contractors, their employees, agents, subcontractors or suppliers.

B. If this Project involves construction and BMcD does not provide consulting services during construction including, but not limited to, on-site monitoring, site visits, site observation, shop drawing review, and/or design clarifications, Client agrees to indemnify and hold

harmless BMcD from any liability arising from this Project or Agreement, except to the extent caused by BMcD's negligence.

5. PROFESSIONAL RESPONSIBILITY- LIMITATION OF REMEDIES

A. BMcD will exercise reasonable skill, care, and diligence in the performance of its services and will carry out its responsibilities in accordance with customarily accepted professional practices. If BMcD fails to meet the foregoing standard, BMcD will perform at its own cost, the professional services necessary to correct errors and omissions reported to BMcD in writing within one year from the completion of BMcD's services for the Project. No warranty, express or implied, is included in this Agreement or regarding any drawing, specification, or other work product or instrument of service.

B. In no event will BMcD be liable for any special, indirect, or consequential damages including, without limitation, damages or losses in the nature of increased Project costs, loss of revenue or profit, lost production, claims by customers of Client, and/or governmental fines or penalties.

C. BMcD's aggregate liability for all damages connected with its services for the Project not excluded by the preceding subparagraph, whether or not covered by BMcD's insurance, will not exceed \$100,000.

D. These mutually negotiated obligations and remedies stated in this Paragraph 5, Professional Responsibility - Limitation of Remedies, are the sole and exclusive obligations of BMcD and remedies of Client, whether liability of BMcD is based on contract, warranty, strict liability, tort (including negligence), indemnity, or otherwise.

6. PERIOD OF SERVICE AND SCHEDULE

The provisions of this Agreement have been agreed to in anticipation of the orderly and continuous progress of the Project through completion of the services stated in the Proposal. BMcD's obligation to render services hereunder will extend for a period that may reasonably be required for the completion of said services. BMcD shall make reasonable efforts to comply with deliverable schedules (if any) and consistent with BMcD's professional responsibility.

7. COMPUTER PROGRAMS OR MODELS

Any use, development, modification, or integration by BMcD of computer models or programs does not constitute ownership or a license to Client to use or modify such computer models or programs.

8. ELECTRONIC MEDIA AND DATA TRANSMISSIONS

A. Any electronic media (computer disks, tapes, etc.) or data transmissions furnished (including Project Web Sites or CAD file transmissions) are for Client information and convenience only. Such media or transmissions are not to be considered part of BMcD's instruments of service. BMcD, at its option, may remove all indicia of its ownership and involvement from each electronic display.

B. BMcD shall not be liable for loss or damage directly or indirectly, arising out of Client's use of electronic media or data transmissions.

9. DOCUMENTS

A. All documents prepared by BMcD pursuant to this Agreement are instruments of service in respect of the Project specified herein. They are not intended or represented to be suitable for reuse by Client or others in extensions of the Project beyond that now contemplated or on any other Project. Any reuse, extension, or completion by Client or others without written verification, adaptation, and permission by BMcD for the specific purpose intended will be at Client's sole risk and without liability or legal exposure to BMcD.

B. In the event that BMcD is to reuse, copy or adapt all or portions of reports, plans, or specifications prepared by others, Client represents that Client either possesses or will obtain permission and necessary

(continued on reverse side)

rights in copyright, patents, or other proprietary rights and will be responsible for any infringement claims by others. Client warrants the completeness, accuracy, and efficacy of the information, data, and design provided by or through Client (including prepared for Client by others), for which BMcD shall rely on to perform and complete its services.

10. ESTIMATES, SCHEDULES, FORECASTS, AND PROJECTIONS

Estimates, schedules, forecasts, and projections prepared by BMcD relating to loads, interest rates and other financial analysis parameters, construction costs and schedules, operation and maintenance costs, equipment characteristics and performance, and operating results are opinions based on BMcD's experience, qualifications, and judgment as a professional. Since BMcD has no control over weather, cost and availability of labor, cost and availability of material and equipment, cost of fuel or other utilities, labor productivity, construction contractor's procedures and methods, unavoidable delays, construction contractor's methods of determining prices, economic conditions, government regulations and laws (including the interpretation thereof), competitive bidding or market conditions, and other factors affecting such estimates or projections, BMcD does not guarantee that actual rates, costs, quantities, performance, schedules, etc., will not vary significantly from estimates and projections prepared by BMcD.

11. POLLUTION

In view of the uncertainty involved in investigating and recommending solutions to environmental problems and the abnormal degree of risk of claims imposed upon BMcD in performing such services, notwithstanding the responsibility of BMcD set forth in Paragraph 5A to the maximum extent allowed by law, Client agrees to release, defend, indemnify and hold harmless BMcD and its officers, directors, employees, agents, consultants and subcontractors from all liability, claims, demands, damages, losses, and expenses including, but not limited to, claims of Client and other persons and organizations, reasonable fees and expenses of attorneys and consultants, and court costs, except where there has been a final adjudication that the damages were caused by BMcD's willful disregard of its obligations under this Agreement. Such indemnification includes claims arising out of, or in any way relating to, the actual, alleged, or threatened dispersal, escape, or release of, or failure to detect or contain, chemicals, wastes, liquids, gases, or any other material, irritant, contaminant, or pollutant.

12. ON-SITE SERVICES

A. Project site visits by BMcD during investigation, observation, construction or equipment installation, or the furnishing of Project representatives shall not make BMcD responsible for construction means, methods, techniques, sequences, or procedures; for construction safety precautions or programs; or for any construction contractor(s)' failure to perform its work in accordance with the contract documents.

B. Client shall disclose to BMcD the location and types of any known or suspected toxic, hazardous, or chemical materials or wastes existing on or near the premises upon which work is to be performed by BMcD's employees or subcontractors. If any hazardous wastes not identified by Client are discovered after a Project is undertaken, Client and BMcD agree that the scope of services, schedule, and compensation may be adjusted accordingly. Client agrees to release BMcD from all damages related to any pre-existing pollutant, contaminant, toxic, or hazardous substance at the site.

13. CHANGES

Client shall have the right to make changes within the general scope of BMcD's services, with an appropriate change in compensation and schedule, upon execution of a mutually acceptable amendment or change order signed by authorized representatives of Client and BMcD.

14. TERMINATION

Services may be terminated by Client or BMcD by seven (7) days' written notice in the event of substantial failure to perform in accordance with the terms hereof by the other party through no fault of the terminating party. If so terminated, Client shall pay BMcD all amounts due BMcD for all services properly rendered and expenses incurred to the date of receipt of notice of termination, plus reasonable costs incurred by BMcD in terminating the services. In addition, Client may terminate the services

for Client's convenience upon payment of twenty percent of the yet unearned and unpaid estimated, lump sum, or not-to-exceed fee, as applicable.

15. DISPUTES, NEGOTIATIONS, MEDIATION

A. If a dispute arises relating to the performance of the services to be provided and, should that dispute result in litigation, it is agreed that the substantially prevailing party (as determined in equity by the court) shall be entitled to recover all reasonable costs of litigation, including staff time, court costs, attorney's fees and other related expenses.

B. The parties shall participate in good faith negotiations to resolve any and all disputes. Should negotiations fail, the parties agree to submit to and participate in a third party-facilitated mediation as a condition precedent to resolution by litigation. Unless otherwise agreed to, mediation shall be conducted under the rules of the American Arbitration Association.

C. Causes of action between the parties shall accrue, and applicable statutes of limitation shall commence to run the date BMcD's services are substantially complete.

16. WITNESS FEES

A. BMcD's employees shall not be retained as expert witnesses, except by separate written agreement.

B. Client agrees to pay BMcD pursuant to BMcD's then current schedule of hourly labor billing rates for time spent by any employee of BMcD responding to any subpoena by any party in any dispute as an occurrence witness or to assemble and produce documents resulting from BMcD's services under this Agreement.

17. CONTROLLING LAW AND VENUE

This Agreement shall be subject to, interpreted and enforced according to the laws of the State of Illinois, without regard to any conflicts of law provisions. Parties agree to submit to the exclusive venue and jurisdiction of the 18th Judicial Circuit Court, County of DuPage, Wheaton, Illinois, or the United States District Court, Northern District of Illinois.

18. RIGHTS AND BENEFITS - NO ASSIGNMENT

This Agreement shall be performed solely for the benefit of Client and not for the benefit of any other persons or entities. Neither Client nor BMcD shall assign or transfer interest in this Agreement without the written consent of the other.

19. ENTIRE CONTRACT

These Terms and Conditions and the above-referenced Letter, Proposal, or Agreement contain the entire agreement between BMcD and Client relative to BMcD's services for the Project herein. All previous or contemporaneous agreements, representations, promises, and conditions relating to BMcD's services for the Project are superseded. Since terms contained in purchase orders do not generally apply to professional services, in the event Client issues to BMcD a purchase order, no preprinted terms thereon shall become part of this Agreement. Said purchase order documents, whether or not signed by BMcD, shall be considered only as an internal document of Client to facilitate administrative requirements of Client's operations.

20. SEVERABILITY

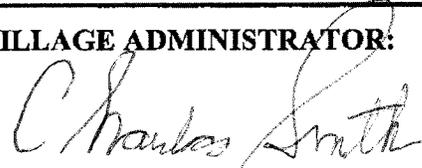
Any unenforceable provision herein shall be amended to the extent necessary to make it enforceable; if not possible, it shall be deleted and all other provisions shall remain in full force and affect.

- END -

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 1

ITEM: TAX LEVY	DEPARTMENT: FINANCE
AGENDA SECTION:	AMOUNT: \$1,393,500
ATTACHMENTS: <input checked="" type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> OTHER (See Summary Highlights) <input type="checkbox"/> SUPPORTING DOCUMENTS	DATE: November 7, 2017
<p>SUMMARY HIGHLIGHTS: The annual tax levy must be approved and filed with the County Clerk in December of each year. Revenue from the tax levy is used for funding Library Operations and providing for the Police Pension Fund required actuarial contribution and for the bond payment.</p> <p>The Library has submitted a levy request that is \$5,500 more than last year. The amount requested this year is \$455,500. The police pension contribution has increased by \$111,000. The Village will be contributing to the employer normal cost of \$305,827 which comes from property taxes of \$76,000 and the remaining balance from the utility bill fee.</p> <p>Based on updated information from the County, the estimate for the total Equalized Assessed Valuation (EAV) will remain about the same as last year. This will create a rate of approximately \$1.56.</p> <p>Attached is the breakdown of this year's proposed levy compared to last year. Also attached is the request from the Rantoul Police Pension Fund with their request for funding from the Village. The Rantoul Public Levy request is attached as well.</p>	
<p>RECOMMENDED ACTION: Approve the tax levy at \$1,393,500 including the estimated Library and Police Pension bond amounts.</p>	
DEPARTMENT HEAD APPROVAL: 	VILLAGE ADMINISTRATOR: 

RESOLUTION NO. 11-07-17

**A RESOLUTION
DETERMINING THE AMOUNT OF MONEY
NECESSARY TO BE RAISED BY THE TAX LEVY FOR THE
2017 TAX LEVY YEAR PURSUANT TO THE TRUTH IN TAXATION LAW**

WHEREAS, the Truth in Taxation Law (35 ILCS 200/18-55 *et seq.*), as supplemented and amended, (the “Act”), requires taxing districts, including the Village of Rantoul, Champaign County, Illinois (the “Village”), to disclose by publication and hold a public hearing on their intention to adopt an annual corporate levy, including special purpose annual levies other than debt service levies and levies made for the purposes of paying amounts due under public building leases (the “Aggregate Levy”), in amounts more than 105% of the property taxes extended or estimated to be extended, including any amount abated by any such taxing districts prior to such extension, upon the Aggregate Levy of the preceding year; and

WHEREAS, Section 18-60 of the Act requires the corporate authority of each taxing district, including the President and Board of Trustees of the Village (the “Corporate Authorities”), not less than twenty (20 days) prior to the adoption of its Aggregate Levy for the current year, to determine the amounts of money, exclusive of any portion of such Aggregate Levy attributable to the cost of conducting any election required by the general election law (the “Election Costs”), estimated to be necessary to be raised by taxation for such current year upon the taxable property in its district; and

WHEREAS, if the estimate of the Corporate Authorities required to be made as provided in Section 18-60 of the Act is more than 105% of the amount extended or estimated to be extended, including any amount abated by the Corporate Authorities prior to such extension, upon the Aggregate Levy of the preceding year, exclusive of Election Costs, Section 18-70 of the Act requires the Corporate Authorities to give public notice of and hold a public hearing on its intent to adopt an Aggregate Levy which is more than 105% of the extensions, including any amount abated, exclusive of Election Costs, for the Aggregate Levy of the preceding year.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF RANTOUL, CHAMPAIGN COUNTY, ILLINOIS, as follows:

That the Corporate Authorities of the Village hereby find and determine as follows:

- (a) That the amounts of money, exclusive of Election Costs, estimated and proposed to be raised by the Corporate Authorities for the Aggregate Levy of the Village for the 2017 tax levy year upon all taxable property in the Village shall not exceed \$1,316,500.
- (b) That the aggregate amounts of property taxes extended or estimated to be extended, including any amounts abated by the Corporate Authorities prior to such extension, upon the Aggregate Levy for the 2016 tax levy year, exclusive of Election Costs, was \$1,254,015.22.

- (c) That the not to exceed amounts estimated and proposed to be extended for the Aggregate Levy of the Village for the 2017 tax levy year are hereby determined by the Corporate Authorities to be 104.9828% of the total amounts of money extended or estimated to be extended for the Aggregate Levy of the 2016 tax levy year.
- (d) That because the amounts estimated and proposed to be extended for the Aggregate Levy for the 2017 tax levy year do not exceed 105% of the total amounts of money extended or estimated to be extended for the Aggregate Levy for the 2016 tax levy year, the giving of a public notice and the holding of a public hearing are not required pursuant to Section 18-60 of the Act.

PASSED this 7th day of November, 2017

Village Clerk

APPROVED this 7th day of November, 2017.

Village President

VILLAGE OF RANTOUL 2016 PROPERTY TAX LEVY RECOMMENDATION

<table border="1"> <tr> <td colspan="2" style="text-align: center;">EAV</td> </tr> <tr> <td style="text-align: center;">\$88,995,997</td> <td></td> </tr> <tr> <td>Library</td> <td>\$89,202,256</td> </tr> </table>					EAV		\$88,995,997		Library	\$89,202,256
EAV										
\$88,995,997										
Library	\$89,202,256									
2016 LEVY										
I. LIBRARY LEVY	2016 LEVY	2016 RATE	2016 EXTENSION	% OF TOTAL LEVY						
BOND	\$76,669	\$0.0861	\$76,625.55	5.50%						
LIBRARY	\$450,000	\$0.5045	\$450,025.38	32.29%						
SUBTOTAL	\$526,669	\$0.5906	\$526,650.93	39.58%						
II. RETIREMENT LEVYS										
IMRF	\$0	\$0.0000	\$0.00	0.00%						
FICA	\$0	\$0.0000	\$0.00	0.00%						
POLICE PENSION	\$750,000	\$0.8427	\$749,969.27	53.82%						
SUBTOTAL	\$750,000	\$0.8427	\$749,969.27	56.36%						
III. CORPORATE FUND										
PARKS & RECREATION	\$54,000	\$0.0607	\$54,020.57							
CORPORATE										
SUBTOTAL	\$54,000	\$0.0607	\$54,020.57	4.06%						
TOTAL ALL LEVYS	\$1,330,669	\$1.4940	\$1,330,640.77	100.00%						
LESS BONDS	\$76,669		\$76,625.55							
	\$1,254,000		\$1,254,015.22							

SUMMARY										
1) ESTIMATED CHANGE IN EAV IS	0.09%									
2) TOTAL LEVY AMOUNT INCREASES	\$62,485			4.98%						
3) VILLAGE RATE ESTIMATED TO BE	\$1.5637									
4) POLICE PENSION LEVY INCREASE	\$111,000									
5) LIBRARY LEVY INCREASES	\$5,500									
6) EFFECT ON CORPORATE FUND COMPARED TO LAST YEAR, \$0 CHANGE TO CORPORATE (IMRF & FICA)										
<table border="1"> <tr> <td colspan="2" style="text-align: center;">EST. EAV</td> </tr> <tr> <td>Village</td> <td>\$89,076,460</td> </tr> <tr> <td>Library</td> <td>\$89,202,256</td> </tr> </table>					EST. EAV		Village	\$89,076,460	Library	\$89,202,256
EST. EAV										
Village	\$89,076,460									
Library	\$89,202,256									
2017 LEVY										
	2017 LEVY	2017 RATE	2018 EXTENSION	% OF TOTAL LEVY						
	\$77,000	\$0.0864	\$76,230.00	5.53%						
	\$455,500	\$0.5106	\$450,025.38	32.69%						
	\$532,500	\$0.5971	\$526,255.38	38.21%						
	\$5,831 CHANGE									
	\$0	\$0.0000	\$0.00	0.00%						
	\$0	\$0.0000	\$0.00	0.00%						
	\$785,000	\$0.8813	\$777,150.00	56.33%						
	\$785,000	\$0.8813	\$777,150.00	56.33%						
	\$35,000 CHANGE									
	\$0	\$0.0000	\$0.00	0.00%						
	\$76,000	\$0.0853	\$0.00	5.45%						
	\$76,000	\$0.0853	\$0.00	5.45%						
	\$22,000 CHANGE									
	\$1,393,500	\$1.5637	\$1,303,405.38	100.00%						
	\$77,000		\$76,230.00							
	\$1,316,500		\$1,227,175.38							
	CHANGE \$62,485									

		% CHANGE	4.9828%
		(LEVY OVER PREVIOUS EXTENSION)	
\$100,000 HOME WITH \$6,000 HOMESTEAD EXEMPTION =	\$408.31	\$100,000 HOME WITH \$6,000 HOMESTEAD EXEMPTION =	\$427.35
		CHANGE	\$19.04
\$100,000 HOME WITH \$10,000 HOMESTEAD	\$348.55	\$100,000 HOME WITH \$10,000 HOMESTEAD & SR EXEMP	\$364.80
		CHANGE	\$16.25
<p>The village property tax is only a portion of the overall tax bill. Last year, the village's portion of the total tax bill was 12.70%.</p>			

Rantoul Police Pension Fund

*109 E. Grove Street
Rantoul, Illinois 61866*

*President Marcus Beach
Vice President Matthew Brass
Secretary Green McMorris
Asst. Secretary Michael Tittle
Trustee Mike Daugherty
Treasurer Pat Chamberlin*

*Telephone (217)893-0988
Fax (217)893-9556*

Pat Chamberlin:

October 30, 2017

On October 24, 2017, the Rantoul Police Pension Board met to discuss the tax levy. The board consulted with Lauterbach and Amen, LLP, our actuarial firm, and reviewed their report. We voted and decided our levy request would be \$967,881.00.

Respectfully,



Marcus R. Beach
President of the Pension Board

Rantoul Public Library Levy request

FY 2019

1. Total income required- \$506,300
2. Amount income from other sources - \$50,800
3. Total required from property taxes - \$455,500

Thank you,

Michael Flanagan
Treasurer
Rantoul Public Library