



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

January 8, 2019

6:00 pm

Order of Business

1. Call to Order – Mayor Smith
Roll Call
2. Approval of Agenda
3. Public Participation
Citizens wishing to address the Village Board with respect to any item of business listed on the agenda or any matter not appearing on the agenda are asked to sign in with the Village Clerk prior to the meeting. Comments will be limited to three minutes for each speaker.
4. Items from the Mayor
 - A) Attorney Engagement Letter – for discussion only
5. Items from Trustees
 - A) [Vacant property](#) purchase program – discussion only
6. Items from the Clerk
 - A) Minutes from Regular Study Session, [December 4, 2018](#)
 - B) Minutes from Regular Board Meeting, [December 11, 2018](#)
 - C) Review and approval of [Closed Minutes](#) – [Resolution 1-19-1274](#)

Note: All minutes are drafts until approved at the January 15, 2019 Board Meeting. The Village is required to post the approved minutes on their web site within 30 days of approval.

7. Items from the Administrator
 - A) Recommendation from Micro Loan Board
 - i. House of Flowers - [\\$10,000.00 Micro Loan](#)
 - ii. House of Flowers - [\\$10,000.00 Façade Grant](#)
 - iii. Elite Pro - [\\$30,000.00 Micro Loan](#)
 - B) Agenda planning – discussion of future items
8. Items from Comptroller
 - A) Approval of Bills and Monthly Financial Reports
9. Items from Public Works
 - A) Contract with Visu-Sewer for sanitary [slip lining project](#) - \$263,000.00
 - B) Asphalt [patching trailer](#) purchase – CMW Equipment - \$34,415.00

10. Items from Community Development
 - A) Contract with STR for [Land Bank Services](#) – not to exceed \$20,000.00
11. Items from Counsel
12. Motion to enter into closed session pursuant to 5 ILCS 120/2 (C) 21, for the purpose of discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for the purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06
13. 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.

Rantoul Vacant Lot Program - Residential Use Only

The Rantoul Vacant Lot Program is a residential stabilization initiative to help property owners, neighborhood associations, and non-profit groups in Rantoul to purchase village owned land for \$100 per parcel. The lots may be used to expand the yards of existing homes, for beautification, for gardens, for housing, and other uses permitted by current zoning regulations. Successful applicants must maintain ownership of lots purchased through the program for at least 5 years. All encumbrances associated with each vacant lot will be removed by the Village making it more enticing for residents to pursue purchase.

The program goal is to improve, and preserve our community. The program is operating on a pilot basis and is subject to change as the needs and results are assessed. Up to two lots are available per application. Applicants that own property adjacent to the vacant lot will be given priority to purchase. Applicants will be given 60 days from approval date to finalize the purchase. Lastly, all applicants must be current on property taxes and have no financial obligations to the Village of Rantoul. Any purchaser who agrees to build a new home on the lot within 12 months will receive a refund of the purchase price of the lot.

There will be 2 phases for residents to take advantage of this offer.

Phase 1 (30 days in length)

Only property owners adjacent to a vacant parcel in all four directions are eligible to purchase at the discounted rate of \$100. If multiple adjacent property owners want the parcel, the parcel may be split in half and the cost will be \$50 per half parcel. Purchasers are responsible for re-platting within 60 days of purchase if splitting the lot between two property owners.

Phase 2 (30 days in length)

Remaining unsold properties from Phase 1 will be offered for purchase to any resident in Rantoul via sealed bid. The minimum bid will be \$250.

Properties will be sold "as is" via a Quit Claim deed.

Note: The program is operating on a pilot basis and is subject to change as the needs and results are assessed.

Requirements:

- Lots for purchase for \$100 must be approved by the Village of Rantoul staff
- Limit up to two lots are available per application for purchase
- Ownership of purchased lot must be maintained for 5 years minimum; if the purchased lot is shared between two property owners then a re-platting must occur so any future sale of either property includes the additional land
- If a property purchased under this program is sold prior to the five-year minimum ownership requirement is fulfilled, the original purchaser of the property will be assessed a fee of \$1000 or the Full market value, whichever is greater

- Phase 1 - You must own and live in the property that directly borders the vacant lot; if there are multiple bidders on a property, priority will be given to property owners bordering the long side of the property line, with those bordering the short side given secondary consideration
- You must be current on all taxes, water and sewer bills, and any other financial obligations to the Village of Rantoul, and not have any outstanding code violations for any property you own in the Village of Rantoul

Additional costs:

- Purchaser is responsible for all costs, including but not limited to the \$108 recording fee with Champaign County Register of Deeds and any re-platting necessary if splitting the lot between residents.
- Additional property taxes that will be assessed with the addition of the extra lot
- Utility Charges (Storm Water and other fees may appear on your next Village of Rantoul Utility bill)

Steps to Apply:

Submit the online form below or manually complete and return the \$100 Vacant Lot Application Form to the Village of Rantoul

The Village will determine whether or not the vacant lot you request is available and eligible. The Village will certify that you are in good standing with the Village of Rantoul

Ideas for Vacant lots include but are not limited to: garden, or landscaped open space, new home construction

Our process is as follows:

- Requests are processed in the order registered and added to the waiting list with priority given to the property owners adjacent to the vacant lot - a lottery will be used if requests are submitted at the same time
- Lots only available to homeowners who live in their house
- If two owner-occupants live next to a lot and both wish to purchase it we may divide the property
- The Village staff will review the application and determine eligibility
- Once approved, the sale process can begin and applicant has 60 days to complete sale
- Verification will be conducted to insure the purchaser is current on taxes and are in good standing with the Village of Rantoul
- The sale process is terminated if you are not in good standing with the Village of Rantoul and/or the county
- You will be provided an offer to purchase to complete, sign and return
- A date will be set for you to close on the property
- You must provide a cashier's check or money order for the lot purchase and \$108.00 for Champaign County recording fees and any other miscellaneous fees
- After closing the recorded deed will be mailed to you within two weeks

Rantoul Vacant Lot Program - Application Form

Name:

Address:

Phone:

Email:

Are you an owner-occupant? Yes No

Address of the vacant lot you wish to purchase:

Are you willing to own, properly maintain and pay taxes on the lot next door to your home? Yes No

Are you current on all taxes, water and sewer bills and do not have any outstanding code violations for any property you own in the Village of Rantoul?

Yes No

Signature

Date

Vacant Lots For Sale (updated 2 January 2019)

<u>Parcel #</u>	Street #	Street Name
14-03-35-451-012	1142	Clark
14-03-35-451-013	1136	Clark
14-03-35-451-014	1130	Clark
20-09-01-178-001	1600	Eater
20-09-02-231-030	1311	Fairlawn
20-09-02-231-042	1361	Fairlawn
20-03-34-427-015	516	N Penfield

Timeline For Vacant Lot Program (updated 2 January 2019)

- | | |
|------------------|---|
| 8 January 2019 | present to Village Board for review at Study Session |
| 5 February 2019 | present to Village Board with resolution at Study Session |
| 12 February 2019 | present resolution to Village Board for approval |
| 13 February 2019 | IF APPROVED, put resolution and map on website |
| 1 March 2019 | open application process for adjacent property owners |
| 1 April 2019 | open application process for non-adjacent residents |
| 1 July 2019 | review of property list to see which Village-owned properties should be added to the list, review of process to determine need for any changes to program |

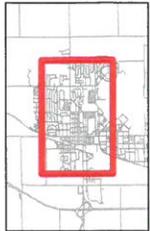
Village of Rantoul

VILLAGE OWNED VACANT LOTS

Village of Rantoul
Public Works Dept.
200 W. Grove Avenue
Rantoul, IL 61866
(217) 892-6526



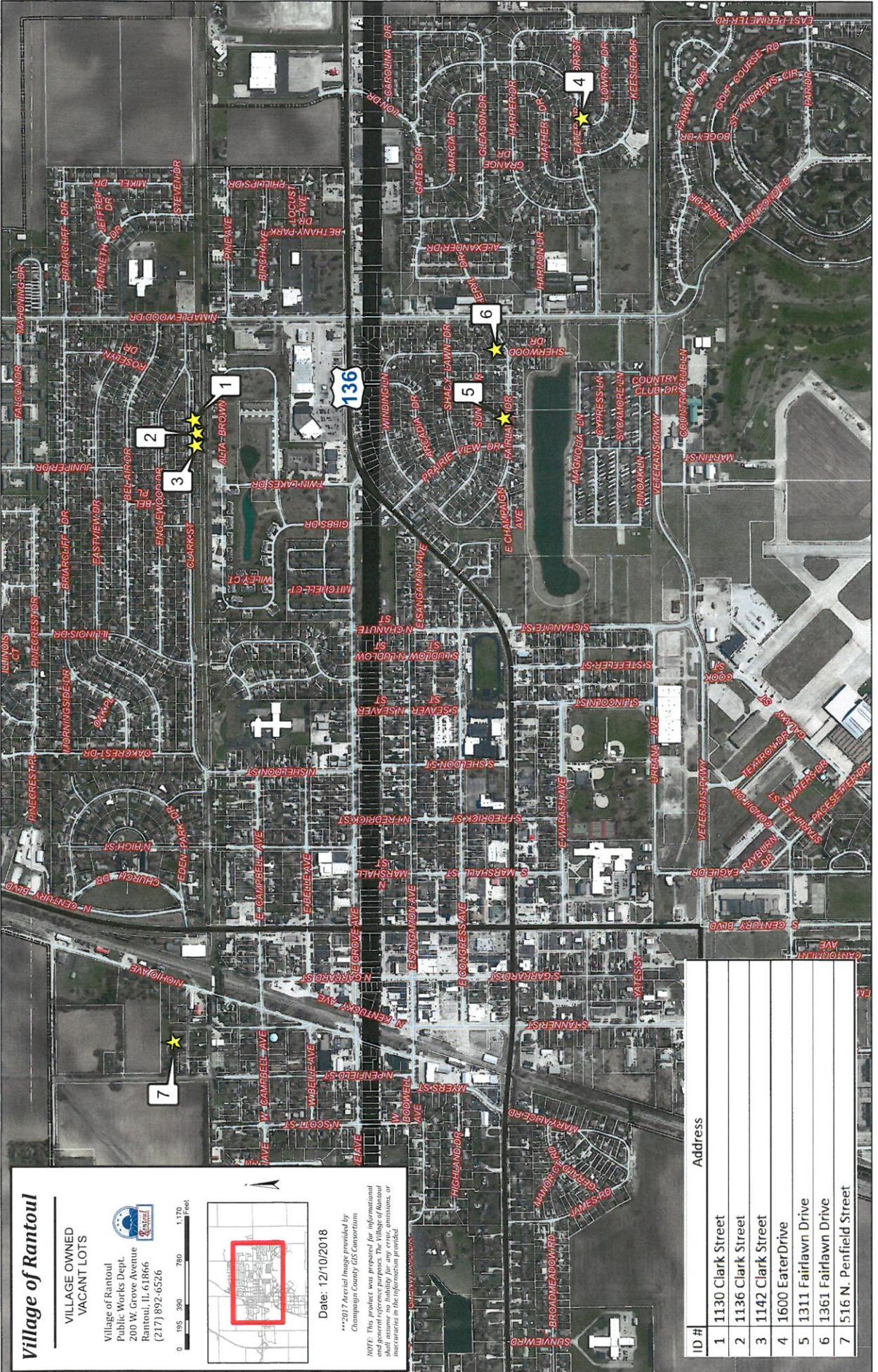
0 195 390 780 1170 Feet



Date: 12/10/2018

***2017 Aerial Image provided by
Champaign County GIS Consortium

NOTE: This product was prepared for informational
and general reference purposes. The Village of Rantoul
shall assume no liability for any errors, omissions, or
inaccuracies in the information provided.



ID #	Address
1	1130 Clark Street
2	1136 Clark Street
3	1142 Clark Street
4	1600 Eater Drive
5	1311 Fairlawn Drive
6	1361 Fairlawn Drive
7	516 N. Penfield Street

**Rantoul Village Board of Trustees
Regular Study Session
December 4, 2018
6:00 P.M.**

LOUIS B. SCHELLING MEMORIAL BOARD ROOM
RANTOUL MUNICIPAL BUILDING, 333 S. TANNER, RANTOUL, IL.

A regular Study Session of the Board of Trustees of the Village of Rantoul was held at 6:00 P.M. Mayor Smith called the proceeding to order.

Roll Call

The Village Clerk called the roll, finding the following members physically present:

Mayor Smith, Trustees Hall, Gamel, Chad Smith, Johnson and Workman – 6.

The following representatives of Village Departments were also present: Scott Eisenhauer, Administrator; Pat Chamberlin, Comptroller; Alec Meyer, Police; Ken Waters, Fire Chief; Luke Humphrey, Recreation Department Director; Jake McCoy Assistant Director of Public Works; Ken Turner, Community Development; Eric Vences, Airport; Ken Beth, Village Attorney; and Mike Graham Clerk.

Trustee Hall moved to approve the Agenda as amended and Trustee Chad Smith seconded the motion. The Clerk Called the roll and the Motion carried **5 – 0**.

Public Participation

NONE

[Presentation by](#) - John Vezzetti – [Bennardi Securities](#)

Items from the Mayor

- Engagement Letter for Attorney (Closed Session at the end of the meeting)

The Mayor had no items for the Rantoul Village Board at this meeting.

Items from Trustees

The Trustees had no items to discuss at this meeting.

Items from the Clerk

- Minutes from Regular Study Session, [November 6, 2018](#)
- Minutes from Regular Board Meeting Session, [November 13, 2018](#)
- Approval of 2019 [Meeting Schedule](#)

Items from the Administrator

- Agenda planning – discussion of future Items.

“NOTE FROM RANTOUL VILLAGE CLERK, UNLESS OTHERWISE SPECIFIED BELOW ALL OF THE AGENDA ITEMS WILL BE TAKEN TO THE REGULAR VILLAGE BOARD MEETING, TUESDAY, December 11, 2018.”

- Approval of Bills and Monthly Financial Reports.
- [Ordinance No. 2593](#) – 2018 Tax Levy.
- [Ordinance No. 2594](#) – Abatement of Tax Levy for General Obligation Refunding Bonds, Series, 2012A.
- [Ordinance No. 2595](#) – Abatement of Tax Levy for General Obligation Bonds, Series, 2013A.
- [Ordinance No. 2596](#) – Abatement of Tax Levy for General Obligation Refunding Bonds, Series 2015.
- [Ordinance No. 2597](#) – Abatement of Tax Levy for General Obligation Bonds, Series 2016.
- [Purchase of Chlorine](#) from Spear Corporation - \$21,420.00.
- [Ordinance No. 2592](#) amending above ground tank requirements.
- Amendment to extend [OSF Ambulance Service](#).
- [Ordinance No. 2591](#) amendment to [Crime Free Housing](#).
- Engineering [Services agreement](#) with Burns & McDonnell to support Airport Property release application - \$43,137.00
- [Change Order No. 1](#) for Phase One Property Release Application – Burns & McDonnell - \$34,528.00.

Motion to enter into closed session pursuant to 5 ILCS 120/2 (C) 1, as amended by Public Act 93-57, to consider the appointment, employment, compensation, discipline, performance or dismissal of the public body's Legal Counsel.

AND

Motion to enter into closed session pursuant to 5 ILCS 120/2 (C) 5, to consider the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

Trustee Hall moved to enter into closed session and Trustee Chad Smith seconded the motion.

The Rantoul Village Board entered into Closed Executive Session at 6:42 P.M.

The Rantoul Village Board returned into Open Session at 8:52 P.M.

Adjournment

There being no further business to come before the Board, Mayor Charles Smith declared the proceeding adjourned.

MEETING ADJOURNED AT 8:53 P.M

Mike Graham
Village Clerk

APPROVED January 15, 2019

Charles Smith
Village President

ATTEST:

Mike Graham
Village Clerk

I, Mike Graham, Village Clerk of the Village of Rantoul, Illinois do hereby certify that the foregoing minutes are a true and correct copy of the Regular Study Session of the Board of Trustees held December 4, 2018, as the same appears on the records of the Village now in my custody and keeping.

Mike Graham
Village Clerk

Regular Board Meeting

December 11, 2018

LOUIS B. SCHELLING MEMORIAL BOARD ROOM
RANTOUL MUNICIPAL BUILDING, 333 S. TANNER, RANTOUL, IL.

A regular Meeting of the Board of Trustees of the Village of Rantoul was held at 6:00 P.M. Mayor Pro Tem Hank Gamel called the proceeding to order.

Invocation & Pledge of Allegiance

The Invocation was given by Pastor Christopher King, United Pentecostal Church, opening the meeting with a prayer. Following the invocation, Trustee Fox led the audience in recitation of the Pledge of Allegiance.

Roll Call

The Village Clerk called the roll, finding the following members present:

Mayor Pro Tem Henry (Hank) Gamel and Trustees, Hall, Chad Smith, Fox, Johnson and Workman - 6.

The following representatives of Village Departments were also present: Scott Eisenhauer, Administrator; Ken Beth, Attorney; Eric Vences, Airport Director; Luke Humphrey, Recreation Department; Ken Waters, Fire Chief; Tony Brown, Police Chief; Ken Turner, Community Development Director; Jake McCoy, Assistant Public Works Director and Elected Village Clerk Mike Graham.

Approval of Agenda

Trustee Fox moved to approve the agenda for the meeting. Trustee Hall, seconded the motion. The Clerk Called the Roll and the motion carried **6 - 0**.

Public Participation

Trustee Sherry Johnson introduced Paula Hopkin from the House of Flowers, and Loise Haines, who spoke about the recent Downtown Christmas Shopping event this last weekend with hundreds of folks attending and shopping in Downtown Rantoul.

Kristion Hopkins spoke about setting up a Community Facebook Page like other communities have. He also spoke about an upcoming Fund Raising Event for the Big Brothers & Big Sisters in March of 2019 at the Rantoul Bowling Alley.

Wendell Golston, spoke about the upcoming celebration of Dr. Martin Luther King, Jr. event to be held on Saturday, January 19, 2019.

“NOTE FROM THE RANTOUL VILLAGE OF CLERK. ALL OF THE AGENDA ITEMS LISTED BELOW CARRIED BY ROLL CALL VOTE OF 6 TO 0. UNLESS OTHERWISE NOTED BELOW.”

Motion to approve the Consent Agenda. Trustee Chad Smith moved for approval and Trustee Hall seconded the motion.

Motion to approve the bills and monthly Financial Reports. Trustee Fox moved for approval and Trustee Johnson seconded the motion.

Motion to authorize and approve the [purchase of Chlorine](#) from Spear Corporation - \$21,420.00. Trustee Workman moved for approval and Trustee Hall seconded the motion.

Motion to authorize and approve [Engineering Service Agreement](#) with Burns & McDonnell to support an airport property release application - \$43,137.00. Trustee Fox moved for approval and Trustee Workman seconded the motion.

Motion to authorize and approve [Change Order No. 1](#) with Burns & McDonnell for phase 1 property release process - \$34,528.00. Trustee moved Fox to approve and Trustee Gamel seconded the motion.

Motion to authorize and approve an Amendment to extend the term of a [Service Agreement](#) with OSF Healthcare System. Trustee moved Fox for approval and Trustee Johnson seconded the motion.

Motion to pass [Ordinance No.2591](#), AN ORDINANCE SUPPLEMENTING AND AMENDING DIVISION 2 [ARTICLE X OF CHAPTER 20](#) OF THE RANTOUL CODE. Trustee Johnson moved for approval and Trustee Fox seconded the motion.

Motion to pass [Ordinance No. 2592](#), AN ORDINANCE AMENDING SECTION [3404.2.9.5.1 OF THE FIRE CODE](#) AS ADOPTED BY SECTION 10-267 OF THE RANTOUL CODE. Trustee Hall moved for approval and Trustee Fox seconded the motion.

Motion to pass [Ordinance 2593](#), AN ORDINANCE LEVING TAXES FOR THE VILLAGE OF RANTOUL, CHAMPAIGN COUNTY, ILLINOIS FOR THE 2018 TAX LEVY YEAR. Trustee Hall moved to approve and Trustee Fox seconded the motion.

Motion to pass [Ordinance No. 2594](#), AN ORDINANCE AUTHORIZING THE REDUCTION BY ABATEMENT OF TAX LEVY FOR THE 2018 TAX LEVY YEAR FOR THE GENERAL OBLIGATION REFUNDING BONDS, SERIES 2012A, OF THE VILLAGE OF RANTOUL, CHAMPAIGN COUNTY, AS

AUTHORIZED BY ORDINANCE NO 2332. Trustee Johnson moved for approval and Trustee Fox seconded the motion.

Motion to pass [Ordinance No. 2595](#), AN ORDINANCE AUTHORIZING THE ABATEMENT OF TAX LEVY FOR THE 2018 TAX LEVY YEAR FOR THE GENERAL OBLIGATION BONDS, SERIES 2013A, OF THE VILLAGE OF RANTOUL, CHAMPAIGN COUNTY, AS AUTHORIZED BY ORDINANCE NO. 2358. Trustee Fox moved for approval and Trustee Johnson seconded the motion.

Motion to pass [Ordinance No. 2596](#), AN ORDINANCE AUTHORIZING ABATEMENT OF TAX LEVY FOR THE 2018 TAX LEVY YEAR FOR THE GENERAL OBLIGATION REFUNDING BONDS, SERIES 2015, OF THE VILLAGE OF RANTOUL, CHAMPAIGN COUNTY, AS AUTHORIZED BY ORDINANCE NO. 2410. Trustee Fox moved to approve and Trustee Hall seconded the motion.

Motion to pass [Ordinance No. 2597](#), AN ORDINANCE AUTHORIZING ABATEMENT OF TAX LEVY FOR THE 2018 TAX YEAR FOR THE GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016. OF THE VILLAGE OF RANTOUL, CHAMPAIGN COUNTY, AS AUTHORIZED BY ORDINANCE NO 2472. Trustee Fox moved for approval and Trustee Hall seconded the motion.

Motion to pass [Ordinance No. 2598](#), AN ORDINANCE AUTHORIZING AND APPROVING AGREEMENTS FOR THE [SALE OF REAL ESTATE](#) OWNED BY THE VILLAGE OF RANTOUL, ILLINOIS, AND CERTAIN RELATED LEASE AGREEMENTS IN CONNECTION THEREWITH (735, 801, 909 and 1011 Pacesetter Drive and 1 Aviation Center Drive). Trustee Chad Smith moved for approval and Mayor Pro Tem/Trustee Gamel seconded the motion to allow discussion of the Ordinance. Trustee Hall asked what would happen if the Village Board failed to approve this sixth Amended Agreement. Ken Beth, Village Attorney indicated the Sale would be null and void and the Village of Rantoul would need to start over.

The Clerk Called the Roll:

YEAS: Smith, Fox, Johnson, Workman and Gamel – 5.

NAYS: Hall – 1.

ABSENT: None – 0.

The motion carried by a vote of **5 – 1**.

Motion to pass [Ordinance No. 2599](#), AN ORDINANCE AUTHORIZING AND APPROVING AN AGREEMENT FOR THE SALE OF REAL ESTATE OWNED BY THE VILLAGE OF RANTOUL, ILLINOIS ([821 Veterans Parkway](#)). Trustee Hall moved for approval and Trustee Workman seconded the motion.

Under Public announcements the Administrator informed the Board and the Public about the Annual Senior Citizens Christmas Dinner on Thursday, December 13th and Breakfast with Santa on Saturday, December 15th at the Rantoul Youth Center, as well as, the Martin Luther King celebration on Saturday, January 19, 2019.

Trustee Johnson moved to adjourn the meeting and Trustee Fox seconded the motion.

The Clerk called the Roll and the motion passed **6 – 0**.

Meeting Adjourned: 6:44 P.M.

Mike Graham
Village Clerk

Approved January 15, 2019

Charles Smith
Village President

I, Mike Graham, Village Clerk of the Village of Rantoul, Illinois, do hereby certify that the forgoing minutes are a true and correct copy of the Regular Meeting of the Board of Trustees held December 11, 2018 as the same appears on the records of the Village now in my custody and keeping.

Mike Graham, Village Clerk



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

Phone 217.892.6800
Fax 217.892.5501

VILLAGE OF RANTOUL
EXECUTIVE CLOSED SESSIONS
SEMI-ANNUAL REVIEW
JANUARY 8, 2019

JULY 1, 2018 - DECEMBER 31, 2018

TABLE OF CONTENTS

<u>DATE</u>	<u>MATTER DISCUSSED</u>
AUGUST 14, 2018	SEMI-ANNUAL REVIEW
AUGUST 28, 2018	PERSONNEL
SEPTEMBER 4, 2018	REAL ESTATE & PERSONNEL
SEPTEMBER 11, 2018	IML BRAD COLE & PERSONNEL
OCTOBER 2, 2018	REAL ESTATE & PERSONNEL
DECEMBER 4, 2018	REAL ESTATE & ATTORNEY PERSONNEL

CLOSED MEETINGS
January 2, 2019

<u>Tape #</u>	<u>Date</u>	<u>Subject</u>	<u>Confidentiality Still Exists</u>	<u>To Be Released</u>
	Feb. 8, 1996	FOP negotiation matters	X	
	June 6, 1996	FOP negotiation matters	X	
	Sept. 25, 1996	Specific employee matter - Comptroller	X	
	Dec. 14, 1996	Specific employee matter - Administrator	X	
	Jan. 14, 1997	Specific employee matter - Administrator	X	
	Feb. 28, 1997	Specific employee matter - Administrator	X	
	June 3, 1997	FOP negotiation matters	X	
	July 1, 1997	FOP negotiation matters	X	
	Dec. 2, 1997	IBEW negotiation matters	X	
	Jan. 13, 1998	Specific employee matter - Elec. Supt.	X	
	May 12, 1998	IBEW negotiation matters	X	
81	Oct. 6, 1998	IBEW negotiation matters	X	
109	April 19, 1999	FOB Negotiations	X	
182	Sept. 12, 2000	FOB Negotiations	X	
210A	June 12, 2001	Specific employee matter - Exec. Sec.	X	
	March 5, 2002	Specific employee matter - Exec. Sec.	X	
242	March 18, 2002	Specific employee matter - Econ. Dev. Dir.	X	
246	May 14, 2002	Specific employee matter - Fire Chief	X	
257	June 4, 2002	Specific employee matter - Fire Chief	X	
259	June 27, 2002	Specific employee matter - Econ. Dev. Dir.	X	
268	August 26, 2002	IBEW negotiation matters	X	
270	Sept. 3, 2002	IBEW negotiation matters	X	
270	Dec. 3, 2002	Specific employee matter - IMS Manager	X	
280	Jan. 7, 2003	Specific employee matter-Sr Computer Tech	X	
284	Feb. 4, 2003	Specific employee matter - IMS employee	X	
291	March 11, 2003	Specific employee matter - CD employee	X	
291	April 1, 2003	Specific employee matter - CD employee	X	
291	April 8, 2003	Specific employee matter - CD employee	X	
295	Nov. 4, 2003	FOP negotiation matters	X	
332	Feb. 3, 2004	FOP negotiation matters	X	
337	Feb. 17, 2004	FOP negotiation matters	X	
354	June 8, 2004	Specific employee matter - Econ. Dev. Dir.	X	
366	August 12, 2004	Specific employee matter - Administrator	X	

<u>Tape #</u>	<u>Date</u>	<u>Subject</u>	<u>Confidentiality Still Exists</u>	<u>To Be Released</u>
368	August 25, 2004	Special Board Meeting - Administrator	X	
370	August 25, 2004	Specific employee matter - Administrator	X	
370	Sept. 2, 2004	Specific employee matter - Administrator	X	
373	Sept. 7, 2004	Specific employee matter - Administrator	X	
374	Sept. 14, 2004	Specific employee matter - Administrator	X	
375	Sept. 14, 2004	Specific employee matter - Administrator	X	

485	Aug. 8, 2006	Specific employee matter - Econ. Dev. Dir.	X	
493	Oct. 16, 2006	Specific employee matter - Econ. Dev. Dir.	X	
494	Oct. 16, 2006	Specific employee matter - Econ. Dev. Dir.	X	
495	Oct. 18, 2006	Specific employee matter - Econ. Dev. Dir.	X	
496	Oct. 18, 2006	Specific employee matter - Econ. Dev. Dir.	X	
497	Oct. 18, 2006	Specific employee matter - Econ. Dev. Dir.	X	
499	Nov.2, 2006	Specific employee matter - Econ. Dev. Dir.	X	
500	Nov.2, 2006	Specific employee matter - Econ. Dev. Dir.	X	
502	Nov. 7, 2006	Specific employee matter - Attorney	X	
503	Nov. 13, 2006	Specific employee matter - Econ. Dev. Dir.	X	
506	Dec. 5, 2006	Specific employee matter - Administrator	X	
509	Dec. 14, 2006	Appointment of legal counsel	X	
509	Dec. 14, 2006	Appointment of legal counsel	X	

511	Jan 2, 2007	Specific employee matter - Administrator	X	
516	Feb. 6, 2007	Specific employee matter - Econ. Dev. Dir.	X	
524	March 13, 2007	Specific employee matter - Administrator	X	
560	Nov. 6, 2007	IBEW Negotiations	X	
560	Nov. 6, 2007	Specific employee matter - IT Director	X	

569	Jan 16, 2008	Specific employee matter - Administrator	X	
576	March 4, 2008	Specific employee matter - HR Manager	X	
578	March 11, 2008	FOP Negotiations	X	
583	April 8, 2008	Specific employee matter - HR Manager	X	
586	April 16, 2008	Specific employee matter - Administrator	X	
587	April 16, 2008	Specific employee matter - Administrator	X	
588	April 17, 2008	Specific employee matter - Administrator	X	
589	April 17, 2008	Specific employee matter - Administrator	X	
593	May 13, 2008	Specific employee matter - Administrator	X	
595	May 22, 2008	Specific employee matter - Administrator	X	
606	July 15, 2008	Specific employee matter - Administrator	X	
611	Aug. 12, 2008	Specific employee matter - Administrator	X	
617	Sept. 9, 2009	FOP Negotiations	X	
619	Oct. 7, 2008	FOP Negotiations	X	
625	Dec. 2, 2008	FOP Negotiations	X	

<u>Tape #</u>	<u>Date</u>	<u>Subject</u>	<u>Confidentiality Still Exists</u>	<u>To Be Released</u>
657	Nov. 3, 2009	Specific employee matter - Fire Dept.	X	
657	Nov. 3, 2009	FOP Negotiations	X	
671	March 2, 2010	Specific employee matter - Police Dept.	X	
676	April 6, 2010	FOP Negotiations	X	
689	Aug. 17, 2010	FOP Negotiations	X	
689	Aug. 17, 2010	Specific employee matter - HR Manager	X	
696	Oct. 12, 2010	FOP Negotiations	X	
700	Nov. 9, 2010	Specific employee matter - Fire Dept.	X	
700	Nov. 9, 2010	Pending litigation	X	
719	June 7, 2011	Collective Bargaining	X	
730	Sept. 6, 2011	Personnel	X	
749	May 1, 2012	FOP	X	
760	Oct. 10, 2012	IBEW & FOP Sgts.	X	
763	Nov. 6, 2012	FOP Negotiations	X	
763	Nov. 13, 2012	FOP Negotiations	X	
766	Jan. 8, 2013	Personnel	X	
766	Jan. 8, 2013	FOP Negotiations	X	
792	Jan. 7, 2014	Review of Closed Minutes	X	
794	Feb. 4, 2014	Litigation	X	
797	March 11, 2014	Personnel	X	
798	March 11, 2014	Personnel	X	
800	April 8, 2014	Personnel	X	
809	Aug. 5, 2014	Review of Closed Minutes	X	
812	Aug. 21, 2014	Personnel - Administrator Interview	X	
813	Aug. 21, 2014	Personnel - Administrator Interview	X	
	December 1, 2015	Litigation	X	
	December 21, 2015	Employment	X	
	April 26, 2016	FOP Negotiations	X	
	April 11, 2017	Purchase/Lease of Property	X	
	May 2, 2017	Purchase/Lease of Property	X	
	June 13, 2017	Personnel - need minutes	X	
	July 5, 2017	Review Closed Minutes	X	
	Aug. 24, 2017	Purchase/Sale of Property	X	
	Aug. 24, 2017	Personnel	X	
	Sept. 5, 2017	IBEW Negotiations	X	
	Sept. 5, 2017	Personnel	X	

<u>Tape #</u>	<u>Date</u>	<u>Subject</u>	<u>Confidentiality Still Exists</u>	<u>To Be Released</u>
	Oct. 5, 2017	Personnel	X	
	Oct. 10, 2017	Personnel	X	
	Oct. 19, 2017	Personnel	X	
	Nov. 7, 2017	Sale or Lease of Property	X	
	Dec. 5, 2017	Sale or Lease of Property	X	
	Dec. 12, 2017	Sale or Lease of Property	X	
	Jan. 9, 2018	Sale or Lease of Property	X	
	Feb. 3, 2018	Review Closed Session Minutes	X	
	Feb. 13, 2018	Board Self-evaluation	X	
	March 6, 2018	Sale or Lease of Property	X	
	March 27, 2018	Real Estate & Personnel	X	
	April 23, 2018	Board Self-evaluation	X	
	May 1, 2018	Real Estate, Litigation, Personnel	X	
	Aug. 1, 2018	Review Closed Session Minutes		
	Aug. 28, 2018	Personnel		
	Sept. 4, 2018	Sale of Property and Personnel		
	Sept. 11, 2018	Self Evaluation and Personnel		
	October 2, 2018	Sale of Property and Personnel		

RESOLUTION NO. 1-19-1274

**A RESOLUTION
DETERMINING WHETHER THE NEED FOR
CONFIDENTIALITY STILL EXISTS OR IS NO LONGER REQUIRED
AS TO ALL OR PART OF MINUTES OF ALL CONFIDENTIAL CLOSED MEETINGS**

WHEREAS, Section 2.06 of the Open Meetings Act (5 ILCS 120/2.06) requires each public body to periodically, but no less frequently than semi-annually, to meet to review minutes of all closed meetings and to make a determination, reported in open session, that (1) the need for confidentiality still exists as to all or part of those minutes or (2) that the minutes or portions thereof no longer require confidential treatment and are available for public inspection, and

WHEREAS, the President and Board of Trustees (the “**Corporate Authorities**”) of the Village of Rantoul, Champaign County, Illinois (the “**Village**”) have met to review the minutes of all closed meetings which remain confidential as of the date hereof as detailed on the attached list (the “**Confidential Closed Meeting Minutes**”) in order to make such determination.

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

Section 1. That the Corporate Authorities of the Village hereby expressly find and determine that: (1) confidentiality still exists in connection with those Confidential Closed Meeting Minutes designated by an “X” in the column under the heading “Confidentiality Still Exists”, and (2) confidential treatment is no longer required in connection with those Confidential Closed Meeting Minutes designated by an “X” in the column “To Be Made Available” in that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential.

Section 2. That the Village Clerk shall make those Confidential Closed Meeting Minutes so designated by an “X” in the column “To Be Made Available”, if any, available for public inspection.

This Resolution is hereby passed, the “ayes” and “nays” being called, by the concurrence of a majority of the members of the Corporate Authorities then holding office at a regular meeting on the date set forth below.

PASSED this 15th day of January, 2019.

Village Clerk

APPROVED this 15th day of January, 2019.

Village President



Scott Eisenhauer
Village Administrator

333 S. Tanner Street
Rantoul, IL 61866

Phone 217.892.6801

To: Board of Trustees
Fr: Scott Eisenhauer
Re: A House of Flowers, Inc Loan Application
Dt: 2 January 2019

Borrower: A House of Flowers, Inc./Paula Hopkins
Loan Amount: \$10,000.00
Term: 5 years
Rate: 2%
Monthly Payment: \$175.28
Collateral: Second Mortgage on 113 East Sangamon, Rantoul
Jobs Retained/Created: 2 full-time, 3 part-time

Paula Hopkins, owner of A House of Flowers, Inc. is requesting a micro-loan of \$10,000 for reconstruction of her damaged exterior caused by falling debris from an adjoining property. The business, a floral, retail, and consignment shop, has been located in Downtown Rantoul since 1994. She currently has a revolving loan fund for her business, secured by a mortgage on the building, with an outstanding balance of \$22,884.55 and she is current on those payments.

Cash Flow: According to the provided tax returns, this business shows consistent annual sales in excess of \$460,000 with an upward trend, with salaries/wages of approximately \$74,000. It should be noted that following the closure of a similar business in the Champaign market, this business has seen an increase in sales. The business supports 2 full-time and 3 part-time positions.

Collateral: While this property has not been appraised recently, according to the Champaign County Property Tax Records the Estimated Fair Cash Value of the property for 2017 taxable purposes is \$59,105.91. The property was last sold in 1995 for \$43,000. The amount of the two loans (with the remaining balance on the Revolving Loan Fund and this requested Micro-Loan) is equivalent to 55.6% of the Fair Cash Value of the property.

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

The Micro-Loan Committee voted unanimously to recommend APPROVAL of this request.



Scott Eisenhauer
Village Administrator

333 S. Tanner Street
Rantoul, IL 61866

Phone 217.892.6801

To: Board of Trustees
Fr: Scott Eisenhauer
Re: A House of Flowers, Inc Façade Grant Application
Dt: 2 January 2019

Paula Hopkins, owner of A House of Flowers, Inc. is requesting a new façade grant of \$10,000 for reconstruction of her exterior caused by falling debris from an adjoining property. The business, a floral, retail, and consignment shop, has been located in Downtown Rantoul since 1994. She currently has a revolving loan fund for her business, secured by a mortgage on the building, with an outstanding balance of \$22,884.55 and she is current on those payments.

The purpose of the grant would be to repair damage caused by falling debris from an adjacent building during the storm on 8 June 2018, and the artificial brick façade on the front exterior of the building at 113 East Sangamon Avenue. The scope of work will include clearing damaged brick, assessing and repairing additional damages, and reinforcing remaining materials. To ensure the business maintains the aesthetic value of the Downtown Area, a new façade is being installed.

The owner of this business meets applicant eligibility in that she is an owner or tenant of street level commercial or retail property within the downtown, and she is operating legally in accordance with all federal, state, and local laws and is current with all Village taxes, fees, and licenses. Her request and the scope of work meets the criteria for eligible expenses. She would be eligible for reimbursement of expenses for 50% of the total eligible work with a maximum reimbursement of \$10,000.

While traditionally requests for the Façade Grant Program have not been presented to the Micro-Loan Committee, I asked that they review the application to provide a recommendation since they were already in session to review other applications. Upon their review, they recommended unanimously APPROVAL of this request.



Scott Eisenhauer
Village Administrator

333 S. Tanner Street
Rantoul, IL 61866

Phone 217.892.6801

To: Board of Trustees
Fr: Scott Eisenhauer
Re: Elite Pro Lawns Loan Application
Dt: 17 December 2018

Borrower: Elite Pro Lawns/Justin Walton
Loan Amount: \$30,000.00
Term: 5 years
Rate: 2%
Monthly Payment: \$525.85
Collateral: three service trucks, one snow plow, four leaf blowers, an Apple computer, a laser printer, six lawn mowers
Jobs Retained/Created: 1 full-time

Justin Walton, owner of Elite Pro Lawns, is requesting a micro-loan of \$30,000 for the purpose of repairing two work trucks used in daily operations. In the statement of community benefit, Mr. Walton indicated he “provides lawn care and landscaping which serves to enhance property value and make the area more enticing to prospective homebuyers and residents”. He also indicated these funds would allow him to continue servicing the contracts in place, along with accommodating the “steadily growing clientele” he has been receiving. This business has been in existence since 2013 and this is his first application for a micro-loan.

Cash Flow: According to the provided “profit and loss” spreadsheet, this business shows increasing annual revenue, going from \$51,319 in 2016, to \$93,301 last year and \$106,055 to date this year. At the same time, his expenses were \$25,983 in 2016, \$51,014 last year, and to date this year \$25,942. The business supports 1 full-time position.

Collateral: The collateral being noted by the applicant is equipment used in the daily operations of his business. Without reviewing the equipment to determine its value, it is difficult to identify whether the collateral equals the loan request.

The Micro-Loan Committee voted unanimously to recommend APPROVAL of this request.

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE	OF
ITEM: Purchase a replacement Asphalt Patching Trailer – Street & Water Division	DEPARTMENT: Public Works	
AGENDA SECTION:	PROJECT AMOUNT: <u>\$34,415.00 - Total</u> \$33,915.00 – Patching Trailer \$500.00 – License / Title / Misc.	
ATTACHMENTS: <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: January 2, 2019	
SUMMARY HIGHLIGHTS: <p>This Agenda Item provides for the purchase of a 4-Ton Falcon Asphalt Recycler and Hot Box Trailer for the Street & Water Division. This equipment will replace a “vintage” trailer which is used for patching and repairing small areas of asphalt pavement. The trailer is designed to also recycle asphalt millings as opposed to purchasing “cold mix” or “hot mix” for each pavement repair.</p> <p>The Village advertised and then on December 28, 2018 received submittals from five (5) vendors. A wide range of styles, features, quality and pricing was received, but the unit which most closely met the desired specifications and Village needs is the Falcon Asphalt Recycler and Hot Box Trailer. CMW Equipment is the vendor who provides the Falcon, which is also the patching trailer which is offered through the Illinois State Bid Process.</p> <p>CMW Equipment provided a proposal in the amount of \$33,915.00 and has two (2) units available for delivery. A \$500.00 allocation for any miscellaneous fees for the license and title is requested.</p> <p>This equipment is included in the current 2018/19 budget.</p>		
RECOMMENDED ACTION: Authorize the approval of the purchase of a new 4-Ton Falcon Asphalt Recycler and Hot Box Trailer from CMW Equipment in the amount of \$33,915.00. A \$500.00 contingency is requested to secure any title, license and/or address any other miscellaneous expense.		
DEPARTMENT HEAD APPROVAL: Jacob D. McCoy, P.E. <i>JM</i> G. Gregory Hazel, P.E. <i>GH</i>	VILLAGE ADMINISTRATOR: <i>Scott Eisler</i>	
AGENDA PAGE NUMBER:		

PROPOSAL OPENING TABULATION SUMMARY

PROJECT: ASPHALT PATHCING TRAILER

SOLICITATION: # VRNTL 18-R-04

DUE DATE: 3:00 PM December 28, 2018

VENDOR	PROPOSAL AMOUNT
CMW Equipment	\$33,915.00
Koenig Body and Equipment, Inc.	\$35,466.00
Clauss Specialties, Inc.	\$32,290.56
K M International	\$26,864.00
Rahn Equipment Company	\$37,489.75

HEADQUARTERS
8668 OLIVE BLVD.
ST. LOUIS, MO 63132-2509
PHONE: (800) 283-1336
(314) 993-1336
FAX: (314) 993-1467
www.cmw-equip.com



December 19, 2018

Village of Rantoul
200 W. Grove Avenue
Rantoul, IL 61866
Bid Number: RFP VRNTL 18-R-04

We are pleased to quote you the following for your consideration.

ONE 4-TON Falcon Asphalt Rec4-Ton Falcon Asphalt Recycler & Hot Box

Trailer 12-Volt Battery, Triple Wall Construction and Fully Insulated Automatic, Temperature Control, Diesel Fuel Source VIP Technology - Voltage Indicator and Protector Controller Automatically Prevents Burner(s) from Operating Below, Burner Manufacturer's Required Voltage. One-Piece. Seamless Ceramic Combustion Chamber Independently Certified 92% Fuel Efficiency, Tandem Axle Trailer Frame - 2" x 6" x 3/16" Tubular Steel Diamond Tread Plate Hopper Access Platform. Electric Brakes w/ Safety Breakaway, Paint Color Falcon Red, Conspicuity Tape, Battery Charger Package, Dual Burner Recycling Package (2nd Burner, 2nd Heat Duct and 24-Hour Timer Included), Dump Box (12-Volt Electric Over Hydraulic), Single Frame Extension, LED Lighting Upgrade - Two Red, Stop/Tail/Turn Lights and One Amber Strobe Per Side, Night Work Lights - LED Strobe Warning Light, Release Agent Sprayer Basket, Upgrade to ST235/80R 16" Tires - Load Range E Tool Holder - 3-Positions, Dump Box Power Up & Power Down Hydraulic Capability and all other standard equipment.

Price: **Fob: Destination** **\$33,915.00**

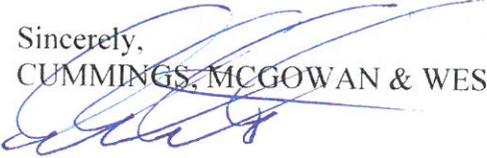
Terms Net due 10 days from date of invoice.

All prices are current but subject to change.

All prices are plus any applicable taxes.

We thank you for the opportunity to quote the above equipment and look forward to being of service to you

Sincerely,
CUMMINGS, MCGOWAN & WEST


Doug Cornett



4 TON ASPHALT HOT BOX AND RECYCLER

STANDARD:

- Battery charger package
- Automatic temperature control
- VIP technology
- One piece ceramic combustion chamber (diesel)
- Diamond tread plate hopper access platform
- Heated shoveling platform
- 12 volt deep cycle batteries
- Conspicuity tape

OPTIONS:

- Hydraulic dump function
- Dual burner recycling package
- Hydraulic loading and unloading doors
- LED light upgrades including LED arrow board
- 30 gallon tack tank with spray system and hose reel
- Basket for mounting compactor
- Wash-down system
- 24-hour or 7-day timer
- Short frame - 14'
- XL frame - 18', 20'
- Electric overnight heat
- Hoist - manual or electric
- Tire upgrade
- Propane torch with bracket
- Other customizable options available

Falcon hot boxes and recyclers give you unparalleled **versatility**. You can **transport cold mix**, keeping it warm during the winter months and making it easier to work with; you can **transport hot mix and keep it hot all day**; and you can **hold hot mix overnight**, keeping it warm for up to 48 hours. You can also **reclaim unused hot mix**, eliminating the waste of good material, and you can **recycle asphalt chunks and millings**. All of this makes Falcon the most versatile machine you can buy for pavement preservation.

All Falcon machines are built with pride in Midland, Michigan and come with the following standard features: **patented heat management system** featuring a 5-year maintenance-free combustion chamber, **large unloading door** for easy access, **patented VIP system** to eliminate damage from low voltage, a **2-year machine warranty and lifetime frame warranty**, an emphasis on **curbside safety** and easy platform work surfaces, and a durable and **reliable dump system**.

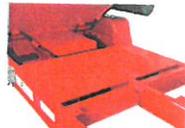
THE FALCON ADVANTAGE



Large Unloading Door For Easy Access



Patented Heat Management System



Platform For Safe, Easy Hopper Access



Patented VIP - Low Voltage Shutdown



Dump System - Pivot Point & V-Body



Lifetime Frame Warranty

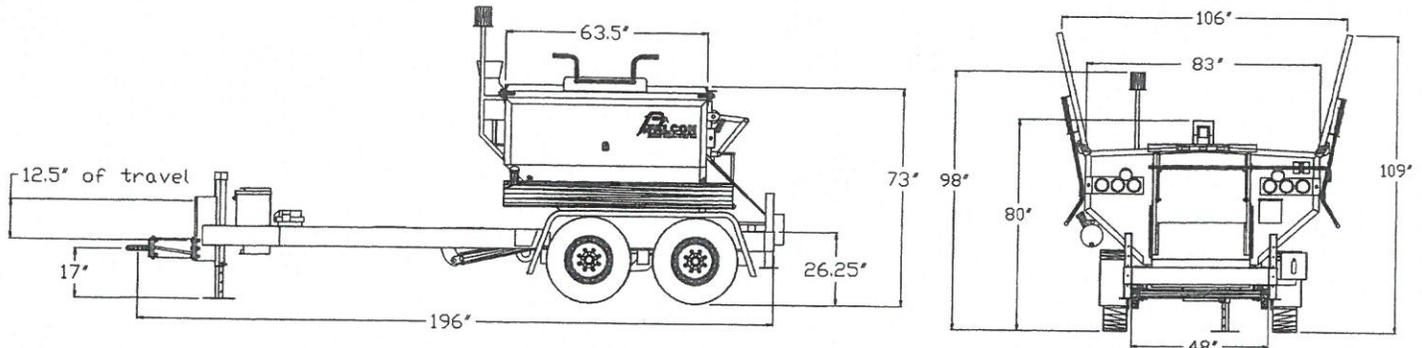
Falcon Asphalt Repair Equipment

2000 Austin Street
Midland, MI 48642
sales@falconrme.com

Phone: (989) 495-9332
Fax: (989) 495-9342
www.falconrme.com

WWW.FALCONRME.COM

4 TON ASPHALT HOT BOX AND RECYCLER



Type	4 Ton Trailer
Capacity	8,000 lbs of material
Base Weight	4,340 lbs
Weight loaded with material	12,340 lbs
GVWR:	14,000 lbs
Fuel Source	Diesel
Fuel Capacity	15 gallons on dump box - 18 gallons on fixed trailer
Burner Type	105,000 BTU Diesel Beckett burner w/electronic spark ignition
Number of burners	1 or 2
Unloading door	Insulated guillotine, 18"Hx33" W
Loading doors	Manual 63"L x 41"W
Hopper opening	106" - doors open
Width	83"
Length	16'
Height	73"
Construction	Triple wall insulated – air jacketed 10 gauge capping channel and corner molding Hopper floor 1/4" steel Wiring is external to hopper
Axles	Tandem slipper leaf spring
Tires	8-bolt wheels w/9x14.5" tires - upgrade option to 16" tires
Brakes	Electric brakes with safety breakaway
Hitch	2.5" pintle eye
Paint	Blasted and painted with two coats of epoxy primer and urethane finish
Frame	2"x6"x3/16" tubular steel frame with boxed-in and enclosed gussets
Asphalt repair areas	9'x9'x4" depth (80 potholes 1'x1'x4" depth)
Warranty	Two year machine warranty, lifetime frame warranty

Falcon Asphalt Repair Equipment

2000 Austin Street
Midland, MI 48642
sales@falconrme.com

Phone: (989) 495-9332
Fax: (989) 495-9342
www.falconrme.com

WWW.FALCONRME.COM

CMW
Equipment

8668 Olive Blvd. St. Louis, Missouri 63132
Phone: [314] 993-1336 • Fax: [314] 993-1467

RFP VRNTL 18-R-04
ASPHALT PATCHING TRAILER

Prepared and Requested By:

Village of Rantoul

Public Works Director

200 W. Grove Avenue

Rantoul, IL 61866

DATE: December 6, 2018

**REQUEST FOR PROPOSAL
ASPHALT PATCHING TRAILER
VRNTL 18-R-04**

Instructions

1. Requesting Entity.

This Request for Proposal (this “RFP”) is made by the Village of Rantoul, Champaign County, Illinois, having its principal office located in the Municipal Building, 333 S. Tanner Street, Rantoul, Illinois 61866. All questions related to the substance of the RFP shall be submitted to Jake McCoy (jmccoy@myrantoul.com) in writing (either by e-mail or U.S. Mail).

2. Standard Terminology.

For convenience of reference, the words, terms and phrases defined below and elsewhere in this RFP shall have the meanings respectively ascribed to them for all purposes of this RFP, including as follows:

“**Village**” means the Village of Rantoul, Champaign County, Illinois.

“**Vendor**” means the prospective vendor, which includes any subcontractor, consultant, firm, offeror or proposer who submits a proposal in connection with this RFP.

“**Equipment**” means ASPHALT PATCHING TRAILER.

3. Purpose of Request.

Existing Patching Trailer:



The Village has determined to replace the ASPHALT PATCHING TRAILER which is an integral part of the street maintenance program. The patching trailer **asphalt recycler and hot box** is used by thousands of municipalities and contractors worldwide. When used as a hot box, it keeps asphalt hot all day and holds it overnight. When used as a recycler, it provides year-round access to hot mix asphalt. The recycler is designed to make fixing potholes, repairing utility cuts and patching asphalt easy.

4. **Specifications.**

- 4 Ton Recycler Hopper w/ Triple Wall, Insulation, Auto Temp Control, Loading Doors
- Dump Box made of Steel Material and Hydraulics Lift power up/down
- Dual Burner Recycling Package (2nd Burner, 2nd Heat Duct and 24-Hour Timer Included)
- Automatic Temperature Control
- Diesel Fuel Source
- VIP Burner Protection System
- Ceramic One-Piece Combustion Chamber
- Two 12-Volt Batteries
- Battery Charger Package
- Trailer Frame – 2" x 6" x 3/16" Tubular Steel
- Single Frame Extension
- Two 7K LB Slipper Spring Axles
- 16" Tires, ST235/80R, Load Range E
- Electric Brakes w/ Safety Breakaway
- LED Lighting – Two Red Stop/Tail/Turn Turn Lights and One Amber Strobe Per Side
- Night Work Lights – LED
- LED Strobe Warning Light
- Hi-Visibility Safety Tape
- Release Agent Sprayer Bracket
- Tool Holder 3-Positions
- Paint: Red

5. **Proposal.**

All proposals must be accompanied by warranties, parts manual, service manuals, operator's manual and any other pertinent product literature. Proposals must be submitted in conformity with, be based upon, and be subject in all respects to all the terms, conditions and obligations of the proposed Contract Documents. The Village reserves the right to waive minor defects or variations from the exact requirements of this RFP. If insufficient information is submitted by any Vendor to properly evaluate any proposal submitted, the Village further reserves the right to request such additional information as it may deem necessary.

6. **Number of Proposal to Submit.**

Provide at least three (3) copies of the Proposal along with three (3) copies of additional documentation, if any. The original, together with each copy of such Proposal, shall be securely bound and submitted together as a package in a sealed envelope clearly identified on the outside of such envelope with the words "**Proposal For RFP VRNTL-18-R-04 ASPHALT PATCHING TRAILER.**" Each such submittal shall show the name, address, telephone and telefax numbers and e-mail address of the Vendor submitting the proposal.

7. **Closing Date.**

Any Proposal shall be submitted no later than 3:00 P.M. Friday, December 28, 2018, (the "**Due Date**"). Any Proposal not submitted by a Vendor by such Due Date will not

be considered, and will be returned unopened. Proposals will be opened immediately after the closing time, in the Conference Room of the Municipal building that is located at 333 S. Tanner St., Rantoul, IL 61866.

8. Place of Submission.

All proposals shall be submitted to the Village of Rantoul, Office of the Comptroller, at 333 S. Tanner St. Rantoul, Illinois 61866.

9. Proposal Guarantee.

Any Proposal submitted in response to this RFP shall be irrevocable for a period of sixty (60) days from and after the Due Date of this RFP and may not be withdrawn by any Vendor during such period. After such period of sixty (60) days, the proposal may be withdrawn by any Vendor at such Vendor's request if such Vendor's proposal has not been selected prior to any such request to withdraw.

10. Evaluation Criteria.

An award shall be made to the Proposer/Vendor providing the most responsible submittal as determined at the sole discretion of the Village. In making this determination the Village may consider the following as well as other relevant criteria:

- (A) The ability, capacity and skill of the Vendor to undertake the Work required;
- (B) The capacity of the Vendor to perform the Work promptly or within the time specified, without delay or interference;
- (C) The character, integrity, reputation, judgment, experience and efficiency of the Vendor including, but not limited to, past performance defaults; whether or not such defaults were with the Village; competency; or failure to pay or satisfactorily settle all claims due for labor and material;
- (D) The quality of performance by the Vendor on any previous work;
- (E) The previous and existing compliance by the Vendor with laws and ordinances relating to any previous work;
- (F) The sufficiency of the financial resources and financial ability of the Vendor to undertake the Work;
- (G) The quality, availability and adaptability of the supplies, machinery, plant or other equipment or the particular use required in connection with the Work;
- (H) The ability of the Vendor to perform any future maintenance, service or work for the use of the Project, including guarantees;
- (I) The number and scope of any conditions made a part of the proposal by the Vendor;

(J) The Vendor's record of payments for taxes, licenses or other monies due the Village; and;

(K) Whether the Vendor is a Local Vendor (i.e., a vendor having a place of business which employs at least one (1) permanent employee at a location determined in the following order of priority: (a) the Village; (b) Champaign County; or (c) the State of Illinois) and entitled to preference as set forth below. For any bid of five thousand dollars (\$5,000.00) or more, the Local Vendor determined to have the highest priority among other Local Vendors, if any, shall have preference and shall be considered to be the lowest responsible bidder if each of the following conditions are met: (i) any such Local Vendor is a responsible bidder; and (ii) the bid of any such Local Vendor is not greater than the lowest bid submitted by a responsible bidder by more than two percent (2%) or two thousand dollars (\$2,000.00), whichever is less. This local Vendor preference shall not be applicable, however, if any federal or state funding source prohibits any such application in connection with any such Work under any applicable law, rule or regulation.

In connection with any such evaluation by the Village, any Vendor may be invited to submit more detailed information, to make oral presentations, or both. The Village may make any reasonable investigation deemed necessary and proper to determine the ability of the Vendor to perform the Work, and the Vendor shall furnish to the Village all information for this purpose that may be reasonably requested. The Village reserves the right to accept or to reject any or all Proposals, or any part thereof, received from any Vendor in connections with this RFP for any reason.

11. Taxes

The Village is exempt from sales taxes imposed by the State of Illinois and from federal excise taxes.

12. Acceptance of Proposal.

The contents of the proposal or such parts thereof as may be accepted by the Village will become a contractual obligation of the Vendor and may be incorporated into the final Contract Documents, at the discretion of the Village. It is anticipated formal approval by the Village of Rantoul Board of Trustees will occur on January 15, 2019.



January 17, 2017

To: All Falcon Dealers

Re: Falcon Asphalt Hot Patcher Two-Year Limited Warranty and Claims Process

In early 2016, Falcon increased our One-Year Limited warranty to a Two-Year Limited Warranty, as well as introducing a lifetime frame warranty.

Please note that we have made minor adjustments to the Warranty Document, as well as to the Warranty Claims Process. **These changes are effective immediately.**

Changes made to the warranty document are as follows:

- **Warranty Coverage Requirements**

Changes made to the warranty claims process are as follows:

- Warranty parts will be sent on a bill/credit basis. The part will be listed as a line item, as it has been. An additional line item for warranty will be included on the packing list and invoice. The dealer/customer will be billed for the item at this time.
- Paperwork pertaining to the item warrantied will be included with the shipment in order to be properly credited.
- The dealer/customer must return the defective item with the invoice or provide the packing list/invoice number to Falcon within 30 days to receive credit.
- If the defective item is not returned, the dealer/customer will be responsible for the billed amount.

Should you have any questions about the warranty certificate or warranty parts process, or assistance in understanding how these changes may affect you, please contact Ric Simon.

Sincerely,

A handwritten signature in black ink, appearing to be "RS", written over a horizontal line.

Ric Simon

Executive Vice President of Marketing and Sales

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE _____ OF _____
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ITEM: Sanitary Sewer Repairs via Slip Lining Visu-Sewer of Missouri, LLC	DEPARTMENT: Public Works
AGENDA SECTION:	PROJECT AMOUNT: <u>\$263,000.00 – Total</u> \$248,000.00.00 – Bid \$15,000.00 – Contingency (6.0%)
ATTACHMENTS: (X) OTHER (See Summary Highlights) (X) SUPPORTING DOCUMENTS	DATE: December 21, 2018

SUMMARY HIGHLIGHTS:

This Agenda Item provides for the slip-lining repair of 8,897' of sanitary sewer mains in the Village of Rantoul. Utilizing the sanitary sewer equipment, Village personnel have cleaned and recorded (video) the condition of the sanitary sewer mains in various neighborhoods and have identified some areas (40) in need of maintenance and repair. This trenchless technique utilizes a cured in-place slip-lining which is a more cost effective approach than typical repair or replacement of sanitary mains due to high excavation cost (10'-15' deep).

During installation process, the resin-impregnated liner is inverted into the host pipe using water or air to hold the liner tight against the host pipe, resin from the liner felt is forced into cracks, joints, and other irregularities of the host pipe. The resin is heat-cured via hot water, steam or air, and the resin hardens into a 'second' pipe that is inside the original pipe. This creates a mechanical lock between the host pipe and the liner, holding them both in place. The existing pipeline is more structurally strong, flexible, sealed and leak proof. In addition to adding its strength to an existing pipeline, the liner also resists the corrosion and abrasion which may destroy the host pipe. The service laterals are restored internally with robotically controlled cutting devices and the entire lining is inspected by closed-circuit television. The focus of this project is on various main lines that are 8" (8,280'), 10" (617'), and the reinstatement of 180 service taps.

Bids were received on December 21, 2018 at 2:00P.M. with the lowest pricing provided by Visu-Sewer of Missouri, LLC in the amount of \$248,000.00. A copy of the Bid Tabulation is attached for your reference. If approved, this work will begin this winter. Funds for this work in the amount of \$250,000.00 were included in the 2018-2019 Budget

The submitted pricing is slightly below the initial budget value of \$250,000.00. A small contingency (\$15,000) is requested to ensure that the initial 40 areas in need of maintenance and repair are adequately addressed. Adequate funds are available within this budget year in part from the improved trade-in value of the camera truck.

RECOMMENDED ACTION: Authorize the award of a contract with Visu-Sewer of Missouri, LLC in the amount of \$248,000.00 and a contingency fund of \$15,000.00 for the slip-lining repair of various sanitary sewer mains in the Village of Rantoul sanitary system.

DEPARTMENT HEAD APPROVAL: Jacob D. McCoy, P.E. <i>JM</i> G. Gregory Hazel, P.E. <i>GH</i>	VILLAGE ADMINISTRATOR: Scott Eisenhauer <i>Scott Eisenhauer</i>
--	--

AGENDA PAGE NUMBER:

BID OPENING TABULATION SUMMARY

PROJECT: 2019 SEWER LINING PROJECT

SOLICITATION: # VRNTL 18-B-09

DUE DATE: 2:00 PM December 21, 2018

VENDOR	BID AMOUNT
Visu - Sewer	\$ 248,000.00
National Power Leding Corp	\$ 321,372.72
Insitu Form	\$ 293,022.40
SAK	\$ 299,407.25
HoERR	\$ 311,486.00

Date	Name	Company	Email	Phone	Address
11/30/2018	Joe Darlington	Burns & McDonnell	jdarlington@burnsmcd.com	630-724-3809	200 W Adams St, Ste 1600 Chicago IL
11/30/2018	Tracy Billings	C2 Engineers	tbillings@c2engineers.com	217-260-6070	40 N. Vermillion, Danville IL
12/2/2018	Lyra De Asis	NAPC	lyra@napc.me	302-450-1925	PO Box 40445, Grand Junction CO
12/3/2018	Leslie Seaman	Xtreme Mechanical, Inc	lseaman@xtrememech.com	217-563-2090	4912 Windsor Rd, Champaign IL
12/3/2018	Krystle Miller	Central Illinois Plan Room	plans@ciplanroom.com	217-679-1077	1620 S 5th St, Springfield IL
12/3/2018	Debolina Chatterjee	The Blue Book & Construction Network	projectleads@mail.thebluebook.com	800-431-2584	800 E Main St, Jefferson Valley NY
12/3/2018	Joanna MacCallum	Baxter & Woodman, Inc	jmaccallum@baxterwoodman.com	815-444-3307	8430 W Bryn Mawr Ave Ste 400, Chicago IL
12/3/2018	Boyd Hirtz	SAK Construction, LLC	bidcippc@sakcon.com	636-385-1000	864 Hoff Rd, O'Fallon MO
12/3/2018	Cemente Rodriguez	Visu-Sewer of Missouri	clementer@visu-sewer.com	618-397-9840	7895 St Clair Ave, East St Louis IL
12/3/2018	Sarah Kaczmarowski		projects@siba.agc.org	618-624-9055	1468 Green Mount Rd, O'Fallon IL
12/3/2018	dodge dodge	dodge	dodgefedbr@construction.com	866-260-9240	300 American Metro Blvd #185, Hamilton Township NJ
12/4/2018	dfgfg dffff	DDF	meshramsantoshi@gmail.com	234-568-4562	FFF FFFG SD
12/4/2018	aa	aa	aa@yahoo.com	217-892-6801	aa aa, IL
12/4/2018	bid clerk	prime vendor	ranju@prime-vendor.com	800-746-9554	4622 Cedar Ave, Wilmington NC
12/4/2018	dodge dodge	Dodge Data & Analytics Co	dodgefedbr@gmail.com	866-260-9240	300 American Metro Blvd #185, Hamilton Township NJ
12/4/2018	Mike Kaisner	Hoerr Construction, Inc	mkaisner@hoerr.com	309-691-6653	1416 County Rd 200N, Goodfield IL
12/4/2018	Craig Loschen	Cross Construction	closchen@crossconstructioncorp.com	217-367-3526	3615 N Countryview Rd, Urbana IL
12/4/2018	Mary O'Connor	Contractor's Register Inc	moconnor@gmail.thebluebook.com	800-431-2584	800 E Main St, Jefferson Valley NY
12/4/2018	Jeffrey Olson	Hutchison Engineering	jolson@hutchisoneng.com	217-245-7164	1801 W Lafayette Ave, Jacksonville IL
12/4/2018	Erin	Stark Excavating, Inc	estimating@starkcompanies.com	309-828-5034	1805 W Washington St, Bloomington IL
12/4/2018	Jeff Olsen	Hutchison Engineering	jolson@hutchisoneng.com	217-245-7164	1801 W Lafayette Ave, Jacksonville IL
12/5/2018	df	sdfa	df@fd.com	987-824-4266	cfs dfa New York NY
12/5/2018	Kevin Coburn	Instituform Technologies USA Inc	kcoburn@aegion.com	630-842-8539	11351 W 183rd St, Orland Park IL
12/6/2018	Reid W Ruprecht	National Power Rodding Corp	office@nationalpowerrodding.com	312-666-7700	2500 W Arthington St, Chicago IL
12/6/2018	Lyra De Asis	North America Procurement Council	lyra@napc.me	302-450-1923	PO Box 40445, Grand Junction CO

Happy 44th Birthday Jeremy

You were with us for 18 years
Our memories with you will last a lifetime.
We love you and miss you - Mom, Tom and Ang

Public Notices

To place a public notice call 217-351-5252 or email ngnotices@news-gazette.com

The News-Gazette

Public Notices 599
SPECIAL NOTICE OF PUBLIC HEARING
Westville Community Unit School District #2 is applying for a waiver of the school code (Section 10-20.12a). This waiver is to enable the district to allow non-resident students whose parents are full-time employees of the district to attend its schools free of charge. The Westville Community Unit School District #2 Board of Education, as required by statute, as required by public hearing at 8:25 p.m. on December 13, 2018 in the Westville School District conference room at 125 E. Elworth Street, Westville, Illinois.

Respectfully submitted,
Debra Scripps, Secretary
Westville CUSD 2
Board of Education
12/9/18/1899

CHAMPAIGN PARK DISTRICT
REQUEST FOR BIDS FOR BEDDING PLANTS FOR 2019
The Champaign Park District is requesting bids for the provision of two (2) distinct bedding plant orders: 1) 2019 Park Flower Program Order; 2) 2019 Flower Island Program Order. Bid specifications are available at the Champaign Park District, 706 Kenwood Road, Champaign, Illinois 61821, between the hours of 8 a.m. and 5 p.m., M-F, except holidays.

Sealed bids are due to Randy Hauser, Horticulture Supervisor, Champaign Park District, 706 Kenwood Road, Champaign, Illinois 61821, by 10:00 a.m. on Monday, January 22, 2019, at which time said bids will be opened and publicly read aloud. The District reserves the right to reject any or all bids, waive any or all irregularities and select the bid that is in its best interest. All bidders must comply with local, state, federal laws and the provisions of the District's Affirmative Action Ordinances.

1398221 12/09 1398317 12/09

TAKE NOTICE
IN THE CIRCUIT COURT OF THE SIXTH JUDICIAL CIRCUIT CHAMPAIGN COUNTY, ILLINOIS
CASE NO. 16-TX-015-007
To: Emma Brown, a/k/a Rose Mary Williams, Carlos N. Williams, Peterson Management Company, LLC; Champaign County Clerk; Petitioners in occupancy or actual possession of said property, unknown owners or parties claiming any right, interest or title in the described real estate.
Property Located at: 1208 Crispus Drive, Champaign, IL 61820
Permanent Index Number: 46-21-06-380-009
Tax Sale Certificate No. 26
This property was sold on October 21, 2016, for delinquent general property (or special assessment) taxes for the year of 2015. A Petition for Tax Deed for this property was filed on November 1, 2018.
Your right to redeem the property from the sale will expire on April 22, 2019. If you fail to redeem by that date, the court may enter a judgment granting petitioner a tax deed.

Timothy S. Jefferson, AAA Ventures, LLC, Petitioner
Attorney for Petitioner
O'Byrne, Stanko & Jefferson, P.C.
201 West Springfield Avenue, Suite 1012
P.O. Box 809, Champaign, IL 61824-0800
Telephone: 217/352-7661 Facsimile: 217/352-2169
#1387739, 12/2, 9, 16

TAKE NOTICE
IN THE CIRCUIT COURT OF THE SIXTH JUDICIAL CIRCUIT CHAMPAIGN COUNTY, ILLINOIS
CASE NO. 16-TX-015-006
To: Randy S. Reynolds, Spouse of Randy S. Reynolds; Champaign County Trustee, Champaign County Clerk; Petitioners in occupancy or actual possession of said property, unknown owners or parties, claiming any right, interest or title in the described real estate.
Property Located at: 301 South Fourth Street, Fisher, IL 61843
Permanent Index Number: 02-01-36-407-005
Tax Sale Certificate No. 26
This property was sold on October 21, 2016, for delinquent general property (or special assessment) taxes for the year of 2015. A Petition for Tax Deed for this property was filed on November 1, 2018.
Your right to redeem the property from the sale will expire on April 22, 2019. If you fail to redeem by that date, the court may enter a judgment granting petitioner a tax deed.

Timothy S. Jefferson, AAA Ventures, LLC, Petitioner
Attorney for Petitioner
O'Byrne, Stanko & Jefferson, P.C.
201 West Springfield Avenue, Suite 1012
P.O. Box 809, Champaign, IL 61824-0800
Telephone: 217/352-7661 Facsimile: 217/352-2169
#1387741, 12/2, 9, 16

Public Notices 599
TAKE NOTICE
IN THE CIRCUIT COURT OF THE SIXTH JUDICIAL CIRCUIT CHAMPAIGN COUNTY, ILLINOIS
CASE NO. 16-TX-015-005
To: Roger W. Faulkner, Angela Faulkner; First Midwest Bank; Newview State Bank; Champaign County Clerk; Petitioners in occupancy or actual possession of said property, unknown owners or parties, claiming any right, interest or title in the described real estate.
Property Located at: 409 East 2nd Street, Homer, IL 61849
Permanent Index Number: 26-30-09-109-004
Tax Sale Certificate No. 461
This property was sold on October 21, 2016, for delinquent general property (or special assessment) taxes for the year of 2015. A Petition for Tax Deed for this property was filed on November 1, 2018.
Your right to redeem the property from the sale will expire on April 22, 2019. If you fail to redeem by that date, the court may enter a judgment granting petitioner a tax deed.

Timothy S. Jefferson, AAA Ventures, LLC, Petitioner
Attorney for Petitioner
O'Byrne, Stanko & Jefferson, P.C.
201 West Springfield Avenue, Suite 1012
P.O. Box 809, Champaign, IL 61824-0800
Telephone: 217/352-7661 Facsimile: 217/352-2169
#1387739, 12/2, 9, 16

The News-Gazette, The News-Gazette,
News you can use. News you can use.
IN THE CIRCUIT COURT OF THE SIXTH JUDICIAL CIRCUIT CHAMPAIGN COUNTY, ILLINOIS
FIRST MID BANK & TRUST, as successor to FIRST BANK & TRUST, IL, Plaintiff.

MERCER APARTMENTS, LLC, an Illinois limited liability company; DAWN MORTGAGE COMPANY, INC., a Missouri corporation; KNOWN OWNERS and NONRECORD CLAIMANTS, Defendants.
No. 16-CV-0147

PUBLICATION NOTICE
The requisite affidavit for publication having been filed, notice is hereby given to UNKNOWN OWNERS AND NONRECORD CLAIMANTS, Defendants in the above entitled suit, that the said suit has been commenced in the Sixth Judicial Circuit Court of Champaign County, Illinois, by the Plaintiff against you and other defendants, praying for the foreclosure of a certain Mortgage conveying the premises described as follows, to wit:

Part of the Southwest Quarter of the Southwest Quarter of Section 10, Township 19 North, Range 9 East of the Third Principal Meridian, Champaign County, Illinois, described as follows: Commencing at the Southeast corner of Lot 3 of Jacob M. Smith's estate Subdivision of the West Half of the Southwest Quarter of Section 10, Township 19 North, Range 9 East of the Third Principal Meridian; running thence along the East line of said Lot 3, North 0 Degrees 43 Minutes West, 435.82 feet to the North right-of-way line of State Highway Route 10 (U.S. Route 150); thence West along the said North right-of-way line 280 feet, 377.9 feet, to the true point of beginning; thence continuing along the said North right-of-way line along a curve to the right with a radius of 2801 feet, 255.8 feet; thence North 23 Degrees 44 Minutes East, 435.82 feet; thence South 12 Degrees 25 Minutes East 233.4 feet; thence South 14 Degrees 30 Minutes West 150.0 feet to the true point of beginning; in Champaign County, Illinois.

Also, an easement or right of ingress and egress immediately West and adjacent thereto or the real estate herein conveyed, being further described as being part of the Southeast corner of Lot 3 of Jacob M. Smith's estate Subdivision of the West Half of the Southwest Quarter of Section 10, Township 19 North, Range 9 East of the Third Principal Meridian; running thence along the East line of said Lot 3 North 0 Degrees 43 Minutes West, 435.82 feet to the northern right-of-way line of State Highway Route 10 (U.S. Route 150); thence westerly along the said northern right-of-way line along a curve to the right with a radius of 2801 feet, 377.9 feet; thence continuing along the said northern right-of-way line a curve to the right with a radius of 2801 feet, 255.8 feet to the point of beginning for said easement; thence northerly on an angle 23 degrees 44 minutes East 24 feet, thence southwesterly at an angle of 12 degrees 25 minutes East 44 minutes, thence South 02 degrees 23 minutes West 150.0 feet to the point of beginning.
PIN #s: 30-21-10-351-003
and which said mortgage was made by MERCER APARTMENTS, LLC, an Illinois limited liability company, Mortgagee, to FIRST BANK & TRUST, IL, now known as FIRST MID BANK & TRUST, Mortgagee, and said Mortgage recorded as Document No. 2015115307. Assignment of Pleds recorded as Document No. 1015151530. In the Office of the Recorder of Deeds of Champaign County, Illinois, and for such relief, that summons was duly issued out of the Sixth Judicial Circuit Court against you as provided by law, and that the said suit is now pending. The present copy of said mortgage and real estate in MERCER APARTMENTS, LLC, an Illinois limited liability company.

NOW, THEREFORE, UNLESS YOU, the said above defendants, file your answer to the complaint in this case or otherwise file your appearance in the Office of the Circuit Court Clerk, 101 East Main Street, Urbana, Illinois on or before January 4, 2019, a default may be entered against you at any time after that day and decree entered in accordance with the prayer of said complaint. YOU ARE FURTHER ADVISED THAT THE TIME IN WHICH THE SUBJECT REAL ESTATE MAY BE REDEEMED FROM FORECLOSURE BY PAYING TO THE LAWYER COMMENCES TO RUN WITH THE FIRST DATE OF PUBLICATION OF THIS NOTICE.
Dated: November 27, 2018, in Urbana, Illinois.
Katie M. Blakeman, Clerk of the Sixth Judicial Circuit Court, Champaign County, Illinois

Prepared by:
JOSEPH P. CHAMLEY
EVANS FROELICH BETH & CHAMLEY
Attorneys for Plaintiff
44 Main Street, Suite 310
Champaign, IL 61820
PH: 217/559-6484
FX: 217/559-6468
jchamley@efb-llc.com
1397637 12/2, 9, 16

Public Notices 599
Say "HELLO" with a Banner Ad
Private-party only discount
\$59
The News-Gazette
Monday-Friday, 8a-5p
217-351-5258
NOTICE OF REQUEST FOR PROPOSAL
VRNTL 18-R-04

Village of Rantoul, Illinois
ASPHALT PATCHING TRAILER

The Village of Rantoul, Illinois is requesting proposals from prospective vendors to replace the ASPHALT PATCHING TRAILER.

Any Proposal shall be submitted no later than 3:00 P.M. Friday December 28, 2018, (the "Due Date"). Any Proposal not submitted by a Vendor by such Due Date will not be considered, and will be returned unopened. Proposals submitted by mail should be identified on the outside of the envelope as a Proposal for RFP VRNTL 18-R-04 ASPHALT PATCHING TRAILER and should be addressed to: Village of Rantoul, Comptroller, 333 S. Tanager St., Rantoul, IL 61866. Proposals will be opened immediately after the closing time in the Municipal Conference Room located at 333 S. Tanager St., Rantoul, Illinois. Additional information concerning this RFP can be found at: <http://www.vrntoul.com/Bids.aspx>

All questions about the process and procedure may be directed to Pat Chamberlin by e-mail at pchamberlin@vrntoul.com. All questions related to the substance of the RFP shall be submitted to Jake McCoy (jmccoy@vrntoul.com) in writing (either by e-mail or U.S. Mail). All such substantive questions shall be answered by email to all recipients of the RFP.

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

Pat Chamberlin
Comptroller

Date: December 05, 2018
1398329 12/09, 16
NOTICE OF INVITATION FOR BID
VRNTL 18-B-09

Village of Rantoul, Illinois
2019 Sewer Lining Project

The Village of Rantoul, Illinois is requesting bids from prospective vendors for the installation of a full length lining project.

Sealed Bids for the 2019 Sewer Lining Project (furnishing of all materials, equipment and labor necessary for the cured-in-place full-length lining of approximately 6,280 linear feet of 4-inch, 617 linear feet of 10-inch, and the reinstallation of 180 taps, and other incidental work will be received by the Village of Rantoul at the office of the Comptroller, 333 S. Tanager, Rantoul, Illinois, 61866 until 2:00 p.m., prevailing time on Friday, December 21, 2018 and publicly opened and read aloud at 2:00 p.m. at said office.
Additional information concerning this IFB can be found at: <http://www.vrntoul.com/Bids.aspx>

The Bid Document Appendix A may be examined and copies obtained at the Public Works Office, 200 West Grove Avenue, Rantoul, Illinois 61866. There is a \$25.00 nonrefundable charge for the documents, payments shall be in the form of a check, cash or credit cards will not be an acceptable payment terms.

All questions about the process and procedure may be directed to Pat Chamberlin by e-mail at pchamberlin@vrntoul.com. All questions related to the substance of the IFB shall be submitted to Jake McCoy (jmccoy@vrntoul.com) in writing (either by e-mail or U.S. Mail). All such substantive questions shall be answered by email to all recipients of the IFB.

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

Pat Chamberlin
Comptroller

Date: November 28, 2018
1397660 12/02, 09

Garage Sales

217-351-5258 or 800-660-7323
Monday-Friday: 9am-3pm
The News-Gazette

300 GARAGE SALES

Your recliner doesn't recline? Don't let it ruin your SUPER BOWL PARTY!
Replace it without draining your savings.
CHECK THE CLASSIFIEDS

Business Services

Monday-Friday: 8am-5pm
217-351-5288 or 800-660-7323
The News-Gazette

800 BUSINESS SERVICES

Home Improvement/Repairs 818
GET YOUR MESSAGE to an estimated 1.4 million readers in 90 East Central Illinois through the Illinois Press Association's ICAN classified network.
Publish statewide in 318 paid circulation newspapers and over 6.1 million potential customers. It can only be done through the ICAN classified network which can be bought through your local newspaper including the News-Gazette. Buy three consecutive weeks, get the fourth ad free.
Call the customer care center 800-660-READ or 217-351-5288 to place your ad in dozens of newspapers for a low price.

Transportation

AUTOMOTIVE SPECIAL \$27.00
3 lines, 30 days, plus online.
217-351-5252 or 800-660-7323
The News-Gazette

900 TRANSPORTATION

Autos 917
1997 Chevy Silverado 305 V8 Vortec, pw win, pwr locks, cd, runs great \$1400 obo. 217-418-2627
2000 Buick Lesabre Custom Good condition & tires. AC, CB, cd seats, only 65,500 miles \$3200 OBO. *MSD LTR*
2001 Jeep Cherokee Starts just runs good \$2000 217-368-4917 Leave msg.
2011 Honda Pilot LX, 8 passenger, 165,000 mi, 1 trucker, \$15,500, 778-5487
2002 Dodge Dakota 115,000 miles, dark blue \$3500, 217-840-0187
2004 Ford Mini Van, runs good, good cond. ***MSD LTR***
2005 Monte Carlo LS 71K mi. Exc. Cond. \$1500 obo. 217-637-0156

RV's/Campers 910

www.loujwindsrv.com
217-794-2282 903-652-8231

Sport Utility Vehicles 912

2011 Honda Pilot LX, 8 passenger, 165,000 mi, 1 trucker, \$15,500, 778-5487
2002 Dodge Dakota 115,000 miles, dark blue \$3500, 217-840-0187
2004 Ford Mini Van, runs good, good cond. ***MSD LTR***
2005 Monte Carlo LS 71K mi. Exc. Cond. \$1500 obo. 217-637-0156

Trucks/Vans 913

2007 Ford SUV 79K, Sharp, Must See, Leather, Sun Roof, New Tires, \$5,800, 852-0484
2013 CHEVY CRUZE LT 2013 Chevy Cruze LT Only 28K miles, runs great \$2200 217-752-2614
2014 HONDA CIVIC EX-LANTIA LIMITED Great condition, heated leather seats, \$5800 miles, new tires, \$12,900, 217-369-9020

Classics 915

1974 Corvette Stingray 1 top, power steering, breaks & windows. Proceed to sell \$10,000 813-383-7446
\$59 Private-party only discount. The News-Gazette 15 Main, Champaign Monday-Friday, 8a-5p 217-351-5288
Your recliner doesn't recline so the SUPER BOWL party. Replace it without draining your savings. Check the classifieds.

NOTICE OF INVITATION FOR BID

VRNTL 18-B-09

Village of Rantoul, Illinois

2019 Sewer Lining Project

The Village of Rantoul, Illinois is requesting bids from prospective vendors for the installation of a full length lining project.

Sealed BIDS for the **2019 Sewer Lining Project** furnishing of all materials, equipment and labor necessary for the cured-in-place full-length lining of approximately 8,280 lineal feet of 8-inch, 617 lineal feet of 10-inch, and the reinstatement of 180 taps; and other incidental work will be received by the Village of Rantoul at the office of the Comptroller, 333 S Tanner, Rantoul, Illinois, 61866 until **2:00 p.m.** prevailing time on **Friday, December 21, 2018** and publicly opened and read aloud at **2:00 p.m.** at said office. Additional information concerning this IFB can be found at:

<http://www.myrantoul.com/Bids.aspx>

The Bid Document **Appendix A** may be examined and copies obtained at the Public Works Office, 200 West Grove Avenue, Rantoul, Illinois 61866. There is a \$25.00 nonrefundable charge for the documents, payments shall be in the form of a check, cash or credit cards will not be an acceptable payment types.

All questions about the process and procedure may be directed to Pat Chamberlin by e-mail at pchamberlin@myrantoul.com. All questions related to the substance of the IFB shall be submitted to Jake McCoy (jmccoy@myrantoul.com) in writing (either by e-mail or U.S. Mail). All such substantive questions shall be answered by email to all recipients of the IFB.

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

Pat Chamberlin
Comptroller

Date:
November 28, 2018

ADDENDUM NO. 1

Issued to: All Bid Document Holders of Record
Date: December 7, 2018
Project Name: 2019 Sewer Lining Project
Village Bid No.: VRNTL-18-B-09

This Addendum forms a part of the Contract described above. The original Contract Documents and any prior Addenda remain in full force and effect except as modified by the following which shall take precedence over any contrary provisions in the prior documents.

Section 3.12 of the Special Provisions states: "The water tightness of the new liner shall be gauged while curing and under a positive head in accordance with Section 31-1.11 of the "Standard Specifications for Water and Sewer Main Construction in Illinois", fifth edition or using air pressure if steam curing is utilized."

Air Pressure testing will not be required please remove said paragraph from section 3.12 of the Special Provisions.

Please note that there is no change in the Bid Opening of December 21, 2018 at 2:00pm

Each Bidder shall acknowledge receipt of this Addendum by affixing his signature below, by noting this Addendum on his Bid Form, and by attaching this Addendum to his Bid. *Failure to acknowledge any Addendum shall be considered sufficient cause for rejection of your bid.*

ACKNOWLEDGEMENT

The undersigned acknowledges receipt of this Addendum and the Bid submitted is in accordance with information, instructions and stipulations set forth herein.

Bidder:

By:

Date:

END OF SECTION 009100

ADDENDUM NO. 2

Issued to: All Bid Document Holders of Record
Date: December 7, 2018
Project Name: 2019 Sewer Lining Project
Village Bid No.: VRNTL-18-B-09

This Addendum forms a part of the Contract described above. The original Contract Documents and any prior Addenda remain in full force and effect except as modified by the following which shall take precedence over any contrary provisions in the prior documents.

Remove the **Schedule of Prices** from Addendum No. 1 page 2. These prices were placed there in error and the original Schedule of Prices shall govern the contract.

Please note that there is no change in the Bid Opening of December 21, 2018 at 2:00pm

Each Bidder shall acknowledge receipt of this Addendum by affixing his signature below, by noting this Addendum on his Bid Form, and by attaching this Addendum to his Bid. *Failure to acknowledge any Addendum shall be considered sufficient cause for rejection of your bid.*

ACKNOWLEDGEMENT

The undersigned acknowledges receipt of this Addendum and the Bid submitted is in accordance with information, instructions and stipulations set forth herein.

Bidder:

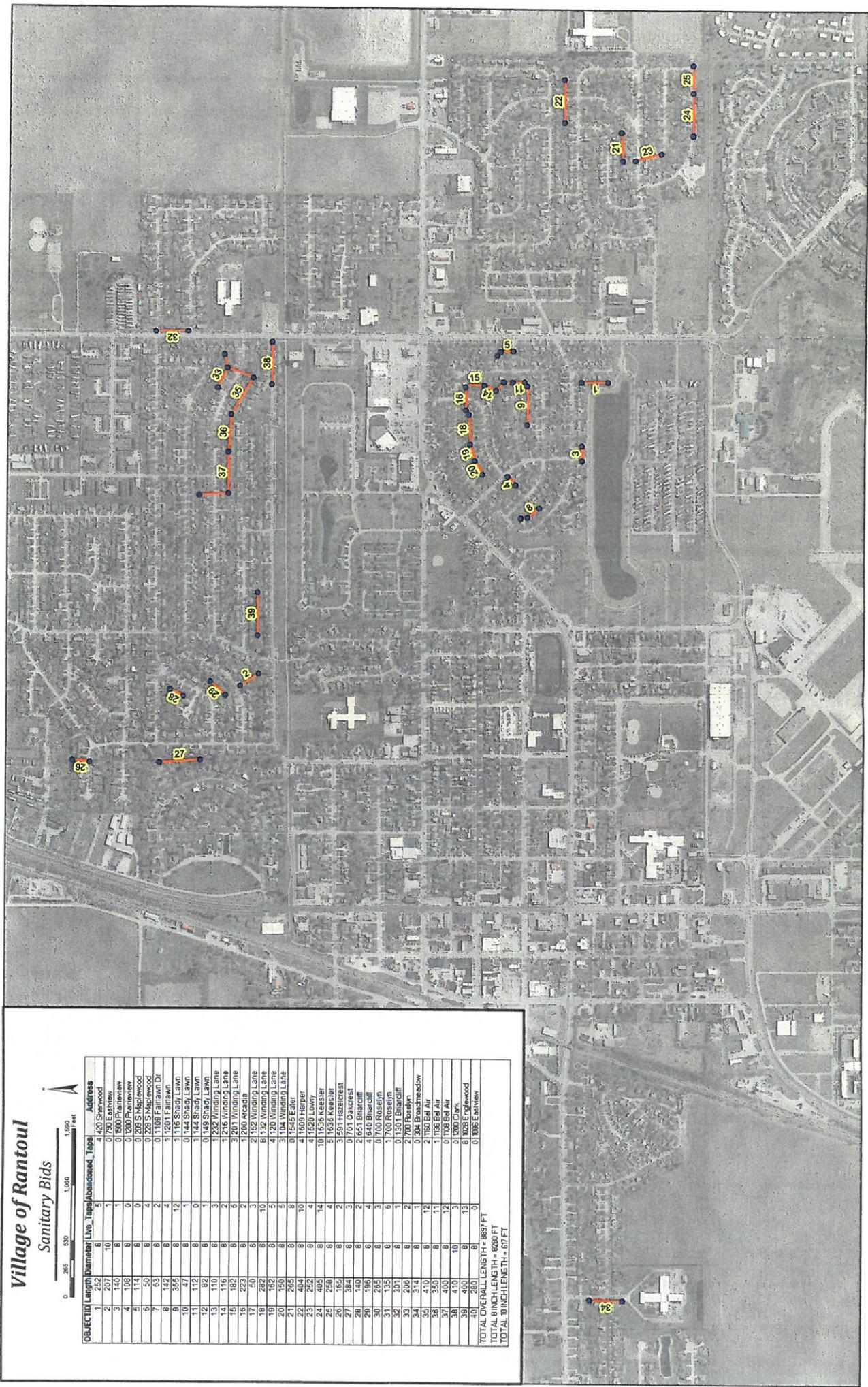
By:

Date:

Village of Rantoul Sanitary Bids



OBJECT	Length	Diameter	Live Taps/Abandoned Taps	Address
1	252	6	5	4120 Shrewwood
2	207	10	1	0190 Eastview
3	140	8	1	0160 Prairieview
4	118	6	0	0100 Prairieview
5	50	6	0	0205 S Highwood
6	50	6	0	0205 S Highwood
7	63	8	2	01105 Fallbrook Dr
8	142	8	4	11201 Fallbrook
9	365	8	12	1116 Shadow Lawn
10	47	6	1	0144 Shadow Lawn
11	112	6	0	1144 Shadow Lawn
12	82	6	1	0148 Shadow Lawn
13	110	6	3	1232 Winding Lane
14	182	6	2	3216 Winding Lane
15	182	6	2	3216 Winding Lane
16	223	6	3	1200 Arcadia
17	50	6	3	2152 Winding Lane
18	262	6	10	6132 Winding Lane
19	152	6	5	4120 Winding Lane
20	150	6	5	3104 Winding Lane
21	265	6	8	01542 Elder
22	254	6	10	41609 Harper
23	254	6	10	41609 Harper
24	405	6	14	101552 Kessler
25	258	6	4	51652 Kessler
26	165	6	2	3591 HARBORCREST
27	384	6	3	0701 Oakcrest
28	140	6	2	2651 Birchcuff
29	196	6	4	4640 Birchcuff
30	265	6	3	0700 Roselyn
31	305	6	0	1700 Roselyn
32	305	6	0	3301 Birchcuff
33	208	6	2	01701 Birchcuff
34	314	6	1	01304 Brookmeadow
35	410	6	12	21160 Bid Air
36	350	6	11	11136 Bid Air
37	400	6	12	01108 Bid Air
38	410	10	3	01200 Oak
39	400	8	13	61028 Eyewood
40	400	8	13	01108 Eastview
TOTAL OVERALL LENGTH = 8897 FT				
TOTAL 10 INCH LENGTH = 6599 FT				
TOTAL 8 INCH LENGTH = 677 FT				



**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 1

ITEM: Professional Service Agreement with STR, LLC. Agreement pertains to the Land Bank Capacity Program	DEPARTMENT: Community Development
AGENDA SECTION:	AMOUNT: Not to exceed \$20,000
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: January 2, 2019
<p>SUMMARY HIGHLIGHTS: The Community Development Department is requesting that the Village of Rantoul continue with phase 2 of the Professional Service Agreement with STR, for Land Bank services not to exceed \$20,000.(Attachment A) STR consultant, Brian White, agrees to provide:</p> <ul style="list-style-type: none">• Development of a Land Bank data management system.• Initiate stakeholder commitment.• Creating a resource/funding development plan.• Finalizing the structure of the potential Land Bank. <p>The approximate length of the extended Agreement is December 15, 2018 through April 30, 2019.</p> <p>A copy of the Professional Service Agreement is attached. (Attachment A) A copy of the original Feasibility Study Agreement is attached. (Attachment B)</p> <p>The Illinois Housing Development Authority (IHDA) has authorized \$34,500 for the fulfillment of this phase of the Service Agreement.</p>	
RECOMMENDED ACTION: Approve the Professional Service Agreement with STR, LLC.	
DEPARTMENT HEAD APPROVAL: 	VILLAGE ADMINISTRATOR: 

Attachment A Work Order A-2

This work order A-2 is being issued under the Professional Services Agreement between Village of Rantoul ("Client") and STR. Grants LLC ("STR") effective May 23, 2018.

Statement of Work

The Village of Rantoul retained STR as consultant to complete a feasibility analysis for a Champaign County Land Bank. The analysis demonstrated that a land bank can work in Champaign County, but only with a data-centric and engaged process with strong local stakeholder buy-in. There is also an opportunity to explore a joint effort with the Vermilion County Land Bank Authority. STR proposes to assist Rantoul complete four (4) follow-up activities, described below.

1. **Compile a data repository and data management system.** STR and Rantoul want to begin to compile and aggregate the disparate data that will be needed to drive strategic decision-making and insights into property. Three considerations:
 - a. What data?
 - b. Where is it housed?
 - c. Who is responsible for it?

STR will be engaged to address those questions and deliver to Rantoul:

- a functional data repository that will consist of a data storage location;
 - one or more software solutions to organize and view data (GIS centric or GIS); and,
 - a process for data organization and management.
2. **Initiate Stakeholder engagement towards next steps.** Rantoul identified and secured a commitment of support from local stakeholders to get a grant from IHDA and those stakeholders are expecting to learn the results.

In addition, through the feasibility project, we engaged in discussions with a number of folks about the land bank concept. There is an opportunity, if not an obligation, to go back to those same people and tell them what we found out and what we want to do. Four questions need to be answered:

- a. Who will be invited to participate?
- b. What is the format for participation (single meeting, ongoing meetings, board information, something else?)
- c. What is the ask?
- d. What happens if they say yes, no or maybe?

STR will be engaged to sort through those questions and deliver Rantoul a functional Stakeholder outreach strategy, that includes contact information on key targets, a proposed engagement strategy, and a schedule for engagement. Ancillary resources or products like a land bank website, are also contemplated, so that stakeholder engagement does not require a manual or in-person process entirely.

3. Complete a Resource Development Scan/Plan.

In the course of the project, STR did some preliminary estimation of the available resources that might be applied to a land bank: foundation funding, private philanthropy, community development capacity, etc. It is important that the land bank really consider how it will raise the kind of resources it needs to operate and to have a clear idea of who it wants to reach out and for what. Not only is this about targeting specific outreach for specific asks, but it is also about tracking that carefully to understand where things stand with a diverse set of stakeholders and partners.

We envision a project that is part research, part outreach, and part establishment of a CRM (constituent relationship management) tool so that the information that is gathered is compiled and expanded on an ongoing basis. Among the key deliverables the project would surface and document:

- a. Philanthropic and grant resources.
- b. Calendar of funding opportunities.
- c. Potential sources and types of In-kind commitments.
- d. A strategy or strategies for filling gaps in resource development.

4. Finalize land bank structure.

During the feasibility analysis project, Rantoul engaged Vermilion County Land Bank Authority (VCLBA) and others in concrete discussions about a multi-county land bank that would include Champaign County municipalities. While fruitful, these discussions did not conclude with a decision about how to proceed.

STR will be engaged to lead discussions with VCLBA and their stakeholders about expansion on Rantoul's behalf. STR will also coordinate with other IHDA grantee resources, including legal technical assistance, to develop amended papers for the VCLBA, as appropriate.

In the event that a joint effort through VCLBA is not pursued, STR will help Rantoul form an East Central Illinois Land Bank (ECLB) based in Champaign County. The ECLB would facilitate participation by other county or local government entities. VCLBA would have an open door to join.

The ultimate deliverable of this work would be the land bank structure that includes Champaign County as a participant, with the necessary organization documents, resolutions, and so forth required to proceed.

Cost and Timetable:

The proposed engagement would comprise an ongoing series of interconnected activities that will take place December 15, 2018 through April 30, 2019. The project cost is not to exceed \$20,000. Cost of any incidental travel and/or subscriptions (i.e. GIS, CRM, or property software or data feeds) and/or website development is not included.

STR will invoice on a monthly basis for time and expenses incurred. Payment is due under the same terms and conditions as the prior engagement.

IN WITNESS THEREOF, the parties hereto have caused this Contract to be executed by their duly authorized representatives on the day, month, and year set forth below.

Village of Rantoul, Illinois

STR. Grants, LLC

Signature

Signature

Name

Name

Title

Title

Date

Date



May 23, 2018

Mr. Rick Snyder
Administrator
Village of Rantoul, IL
333 South Tanner
Rantoul, IL 61866

Via email:

Re: Brian White Consulting

Dear Mr. Snyder:

STR Grants LLC (STR) is pleased to provide this proposal for the Village of Rantoul (the Village) to engage Brian White, STR Senior Consultant for Community Development, for a limited engagement as Consultant.

Strategic Consulting Services

STR is a strategic consulting and software services company based in Fairfax, Virginia. Since 1986, STR has provided services to public and private sector organizations to help them use data and technology to make smarter, more effective decisions. STR is currently the nation's premier software solutions provider to municipal and county land banks for managing their property inventory operations. STR also supports government clients in the areas of grants management and disaster recovery grants administration.

STR staff and consultants include individuals with senior-level expertise in community development, affordable housing, disaster relief, disaster resiliency planning, grants management, budget forecasting, and related community development competencies. Team members can be deployed to help the Village develop new projects to better leverage its data, identify efficiencies in work flows and processes, develop programs to redevelop or improve properties, and manage the organization's resources to achieve high impact.

STR will assign Brian White as Consultant to the Village for a limited engagement. Specifically, Brian will assist the Village conduct a feasibility study concerning establishing a land bank. The Village received a grant from the Illinois Housing Development Authority (IHDA) as part of the Illinois Land Bank Capacity Building Program. Under this engagement, Brian will assist the Village collect and analyze data, conduct stakeholder interviews and focus groups, and develop recommendations towards the creation of a land bank. A draft scope of work was developed with Village staff (see attached) and can be adjusted/finalized with the mutual agreement of the Village and STR.

STR.Grants, L.L.C.
3975 Fair Ridge Drive, Suite 425, Fairfax, Virginia 22033
(703) 460-9000 Fax (703) 591-7207

By way of background, Brian has 18 years' experience in community development and was the Executive Director for the Cook County Land Bank Authority. He has also operated a community development corporation, served as CRA officer for a national bank, and has extensive experience in fair and affordable housing. He is well-versed in laws governing property acquisition and disposition and has practical experience conducting all manner of activities relevant to operating a new land bank. He is familiar with Illinois law and practice concerning land banking, as well as the operations of land banks across the country, having served as a consultant to the Vermilion County Land Bank and the Village of Rantoul previously. A copy of Brian's professional vita is included.

The proposed cost for this engagement is \$15,470. Travel and expenses incurred for travel will be billed separately and are subject to approval in advance by the Village. Given the proposed scope of work, we estimate travel expenses will be approximately \$1800.

The project term will commence from June 1 through September 30, 2018, or 120 days from the contract start date.

The primary deliverable will be a feasibility study submitted to the Village of Rantoul. Please let us know if we this proposed engagement is acceptable to you or you would request revisions to the terms or deliverables described. If so, please sign and return to us.

In closing, please accept my sincere thanks in offering us this opportunity to partner with the Village of Rantoul to help advance your mission.

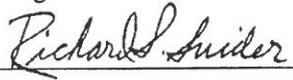
Sincerely,



Scott Meyer, President

STR.Grants LLC

Please Sign and Return to Accept this Engagement Proposal



Signed
Richard S. Snider

Name
Village Administrator

Title
05/29/2018

Date

ATTACHMENT to Engagement Letter dated May 23, 2018

Scope of Work

Stage	Task	~% of Hours to Task
1.	Evaluation of needs and current conditions <ul style="list-style-type: none"> • Conduct data review concerning recent and current social, community, economic conditions. • Evaluate real estate inventory and develop general understanding of the potential uses for vacant, abandoned, and distressed property • Evaluate real estate market data to evaluate sales activity for different kinds of property in Champaign County and submarkets • Evaluate sources of distressed property inventory and likely dispositions • Evaluate potential policy barriers to land bank operations 	19%
		0-30 days
2.	Review data with key stakeholders/identify key objectives <ul style="list-style-type: none"> • Convene stakeholder interviews onsite about potential strategies a land bank can pursue and what stakeholders want a land bank to accomplish. <ul style="list-style-type: none"> ○ Up to 8 interviews ○ At least 3 focus groups including municipal, community, and real estate industry representatives • Identification of immediate, near-term and long-term challenges in creating and maintaining a land bank • Identify who else needs to be involved for a land bank to work effectively 	34%
		30-60 days
3.	Brief review of existing land bank models from Illinois and US <ul style="list-style-type: none"> • Review of different types of land banks • Functional roles of land banks in different areas of the country • Legal structures for land banks • Identification and evaluation of land bank and land banking strategies covering acquisition, stabilization, disposition, and reuse of vacant and abandoned property 	10%
		60-90 days
4.	Evaluation of arguments in favor and against forming a land bank <ul style="list-style-type: none"> • Synthesis of data, interviews, and focus groups • Recommendations and warnings • Write up of recommendations into Feasibility Report 	23%
		60-90 days
5.	Operationalizing a land bank <ul style="list-style-type: none"> • Immediate and near-term steps in forming a land bank • Leveraging data and technology • Addressing capacity: budget, staffing, operations • Engaging community and stakeholders: outreach 	14%

- Strategic prioritization and action plan

60-90 days

Final Report Presentation:

120 days

Billing Milestones:

- Execution of the Engagement Letter \$5,000.00
- July 31, 2018 \$5,000.00
- Submission of the feasibility study \$5,470.00
- In addition, pre-approved travel related expenses will be invoiced separately.

IN WITNESS THEREOF, the parties hereto have caused this Contract to be executed by their duly authorized representatives on the day, month, and year set forth below.

Village of Rantoul, Illinois

Richard S. Snider
Signature

RICHARD S. SNIDER
Name

VILLAGE ADMINISTRATOR
Title

05/29/2018
Date

STR.GRANTS, L.L.C.

Robert J. Fries
Signature

Robert J. Fries
Name

Chief Financial Officer
Title

6/13/2018
Date

Ken Turner

From: LBCPinfo <lbcpinfo@ihda.org>
Sent: Thursday, August 16, 2018 4:49 PM
Subject: LBCP Next Steps: Feasibility Study
Attachments: Feasibility Study Sample Scope.docx

Good Day –

After closing with IHDA, all grantees which have been awarded funds to conduct a Feasibility Study will need to hire a firm to conduct a Land Bank Feasibility Study for their community. Please see the attached feasibility study scope of work, which outlines the basic elements the Land Bank Feasibility Study must include, to use when selecting your Feasibility Study Provider. The process for selecting a Feasibility Study Provider will depend on your local rules, requirements and standards, and grantees must follow all applicable procurement requirements and procedures of their community. Grantees have been awarded \$15,500 to conduct a Land Bank Feasibility Study.

Once you have formalized an agreement with the Feasibility Study Provider, please provide IHDA with the following items via e-mail to lbcpinfo@ihda.org. Please note that the requested documentation can be provided directly to IHDA by the grantee or by the Feasibility Study Provider:

- 1.) Contact Information for the Feasibility Study Provider
- 2.) A copy of the executed Land Bank Feasibility Study Agreement between the grantee and the Feasibility Study Provider
- 3.) A detailed budget and timeline for completion of the Land Bank Feasibility Study

After providing the above documents to IHDA, grantees can begin submitting disbursement requests for expenses related to the feasibility study, following the LBCP Quarterly Reporting Schedule.

Previously, IHDA provided the option to disburse payment for the Land Bank Feasibility Study costs directly to the Feasibility Study Provider. After further review of the requirements to complete such disbursement, IHDA will no longer be able to provide this option. **An amendment to the grant agreement is forthcoming, and will be distributed via e-mail.** We will follow-up with phone conversations to discuss any questions about this process.

When the Land Bank Feasibility Study is completed, please provide IHDA with a copy of the completed study. If your grant award includes funds for land bank creation, IHDA will confirm receipt of your Land Bank Feasibility Study and inform you that you can now submit expenses for reimbursement related to Land Bank creation.

Thank you –



LBCPinfo
lbcpinfo@ihda.org



**ILLINOIS HOUSING
DEVELOPMENT AUTHORITY**

111 E. Wacker, Suite 1000 Chicago, IL 60601

The information contained in this communication may be confidential, private, proprietary, or otherwise privileged. It is intended only for the use of the addressee. Unauthorized use, disclosure, distribution or copying is strictly prohibited and may be unlawful. If you received this communication in error, please delete it and notify the sender immediately at [\(312\) 836-5200](tel:(312)836-5200).

Land Bank Capacity Program Feasibility Study

Background Information

The Land Bank Capacity Program (LBCP) is a new program facilitated by the Illinois Housing Development Authority to provide grants and support to emerging land banks in Illinois outside of the Chicago metropolitan area. Nine grantees were approved for funding in 2018 to receive start-up funds, feasibility studies and technical assistance.

Land banks are effective tools in the elimination of blight and promotion of community revitalization. By acquiring, managing and repurposing vacant and abandoned properties, land banks can help promote housing redevelopment, economic investment and reduce criminal activity. While research has shown that vacant and abandoned properties depress the values of neighboring properties, the removal or repurposing of these properties can foster many community benefits, such as increased tax base and improved quality-of-life for residents. Land banks help local governments to acquire, develop, maintain, dispose of and otherwise repurpose vacant and abandoned properties. These activities allow communities to return properties to productive use.

Feasibility Studies

If your grant includes funding for a feasibility study, the LBCP requires the following elements be included in the analysis. IHDA encourages, but does not require, utilizing an Authority-designated technical assistance provider. Elements to be included in the Feasibility Study include:

A. Market Analysis

The Grantee will provide a specific proposed service area for consideration in the feasibility study.

The Consultant will compile market information on vacant properties, housing trends, mortgage foreclosures, and commercial trends by local jurisdiction across the proposed service area.

B. Tax Sale Process and Property Inventory

The grantee will provide a list of County and municipal-owned land that is available to be sold, properties identified by the County and/or municipalities for possible acquisition by a land bank. In addition, a list of County-owned tax deeds, tax liens, and Tax Sales over the past 5 years or more are needed to conduct the Feasibility Study.

The consultant will tabulate, analyze and map information provided by the grantee and its partners to analyze the following information:

- 1) Properties identified by local jurisdictions for possible acquisition (e.g. chronic municipal code violations and municipal liens)
- 1) Tax deed and tax lien properties
- 2) Tax sale disposition results over past 5 years or more by PIN, if the information is available (e.g. redemption, tax lien, tax deed, sale in error, cancelled & surrendered, etc.)

C. Site Visit

The Consultant will conduct a site visit to meet with the grantee and partners to:

- 1) Work with the grantee and partners to identify local priorities and objectives for a land bank
- 2) Discuss current pressing issues with each local partner including recent demolitions, housing and economic development plans
- 3) Discuss current processes including the Tax Sale, current acquisitions, and existing demolition programs and grants
- 4) Conduct a tour of concentrations of vacant and abandoned properties
- 5) Tour existing conditions of comparable projects that have recently sold to estimate potential value for acquisition and disposition of land bank properties

D. Data Analysis

The Consultant will develop a model to determine the viability of a land bank by analyzing:

- 1) A potential list of properties that would be prime acquisition targets for a land bank
- 2) Determination of acquisition strategies for the land bank (e.g. abandonment, donation, purchase, etc.)
- 3) Development of a five-year acquisition plan by each acquisition strategy
- 4) Estimate for the costs for acquisition
- 5) Development of a five-year disposition plan by each disposition strategy
- 6) Estimate for potential disposition revenue

E. Feasibility Model

The Consultant will develop a five-year funding model that includes:

- 1) Revenues, including disposition revenues, grants and other sources
- 2) Expenses, including acquisition, staff, administrative expenses, legal, other consultants, etc.
- 3) Development of low, medium and high budget forecasts and scenarios to determine financial feasibility of a potential land bank

F. Governance and Structure

The Consultant will develop recommendations for governance and structure of creating a Land Bank that fit the local priorities and existing local customs, ordinances and strengths of local partners, including:

- 1) Example of an Intergovernmental Agreement
- 2) Board participation
- 3) Acquisition and disposition authority
- 4) Responsibilities of Board and staff
- 5) Responsibilities and roles of county and municipal members

G. Final products:

The Consultant will prepare a summary written report that provides:

- 1) Overview of the goals and objectives of the land bank
- 2) Identification of acquisition and disposition strategies
- 3) Analysis of low, mid and high scenarios
- 4) Determination of fiscal viability over a five-year period including a five-year budget
- 5) Governance recommendations
- 6) Sample Intergovernmental Agreement