



May 9, 2013

TO: Superintendent

FROM: Patrick Rice, Director, Field Services

RE: IASB Divisional Governing Board Representatives

As a means to more effectively connect with our members, we are asking each board to once again designate one of its members as an IASB Divisional Governing Board Representative.

The role of the Representative is to facilitate two-way communications with the Association by:

- a) The Representative (along with all board members and superintendent) receives notice of all division meetings. The Representative will help alert all members regarding events and encourage participation.
- b) The Representative will carry district concerns to the division meetings and leadership.
- c) The Representative will report division meeting activity and actions to the board.

Likely your board has already designated that person, perhaps informally. If not, we hope you will do so. It's fine if you choose to re-appoint the member who has been serving in this capacity. If the board does not indicate a governing board representative, we will designate the board president to the position in our database.

Please fax or email the name of your designee as well as their email address as soon as possible.

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*To: Jenny Harkins      Fax: 217/528-2831      Email: [jharkins@iasb.com](mailto:jharkins@iasb.com)*

District Name: \_\_\_\_\_ Division: \_\_\_\_\_


Our Divisional Governing Board Representative:

\_\_\_\_\_

Phone \_\_\_\_\_ Email: \_\_\_\_\_

Thank you for your response and your participation in your Association!

URBANA SCHOOL DISTRICT # 116  
BUSINESS OFFICE MEMO

TO: Dr. Preston L. Williams, Jr.  
FROM: Carol Baker  
Director of Business & Financial Services   
DATE: May 9, 2013  
RE: Sanitary Hauling Contract Extension for 2013-14

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The original contract period for the sanitary hauling with Allied Waste Services expires May 31, 2013. Allied Waste Services has two more one year extensions available on their contract.

It is my recommendation that the board accept this 1<sup>st</sup> year extension for sanitary hauling from Allied Waste Services. I have attached a copy of the rates for the 2013-14 school year.

## CONTRACT FOR SANITARY HAULING & RECYCLING

I/We hereby propose to provide sanitary hauling and/or recycling services for Urbana School District #116 in accordance with specifications submitted by the Board of Education for the following items:

		<b>Option 1</b>	<b>Option 2</b>
		<b>2013-14</b>	<b>2014-15</b>
<b>SECTION I: Summer(s)</b>	<b>2012-13</b>		
Sanitary Hauling Monthly Rate:	\$1661.68	\$1711.53	\$1745.76
<b>SECTION II: School year(s)</b>			
Sanitary Hauling Monthly Rate:	\$3302.00	\$3401.06	\$3469.08
30 yard Compactor	\$ 470.00/load	\$ 484.10/load	\$ 493.78/load
Monthly Rental	\$ -0-	\$ -0-	\$ -0-
<b>SECTION III: Summer(s)</b>			
Recycling Monthly Rate:	\$ 130.00	\$ 133.90	\$ 136.58
<b>SECTION IV: School Year(s)</b>			
Recycling Monthly Rate	\$ 458.00	\$ 471.74	\$ 481.17

**SECTION V:**

Daily rate to add an extra pick up or decrease the frequency of pick up based upon building needs of the District:

Sanitary Hauling	<u>\$2.46/yard</u>	<u>\$2.46/yard</u>
	School Year	Summer
Recycling	<u>\$1.82/yard</u>	<u>\$1.82/yard</u>
	School Year	Summer

Number of trucks maintained by bidder: 26

Number of trucks regularly assigned to routes by bidder: 23

Urbana School District # 116  
NAME OF COMPANY

*Carol B Baker*  
SIGNATURE OF AUTHORIZED AGENT

205 N. Race Street  
STREET ADDRESS

Urbana, IL 61801  
CITY STATE ZIP

(217) 384-3642      5/15/12  
PHONE NO. DATE

\_\_\_\_\_  
NAME OF COMPANY

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED AGENT

\_\_\_\_\_  
STREET ADDRESS

\_\_\_\_\_  
CITY STATE ZIP

\_\_\_\_\_  
PHONE NO. DATE



www.usd116.org

# URBANA SCHOOL DISTRICT #116 BOARD OF EDUCATION MEETING SCHEDULE FOR 2013-2014

## DATE OF MEETING

## TYPE OF MEETING

August 6, 2013

Study Session

August 20, 2013

Business Meeting

September 3, 2013

Study Session

September 17, 2013

Business Meeting

October 1, 2013

Study Session

October 15, 2013

Business Meeting

November 5, 2013

Study Session

November 19, 2013

Business Meeting

December 3, 2013

Study Session

December 17, 2013

Business Meeting

January 7, 2014

Study Session

January 21, 2014

Business Meeting

February 4, 2014

Study Session

February 18, 2014

Business Meeting

March 4, 2014

Study Session

March 18, 2014

Business Meeting

April 1, 2014

Study Session

April 15, 2014

Business Meeting

May 6, 2014

Study Session

May 20, 2014

Business Meeting

June 3, 2014

Study Session

June 17, 2014

Business Meeting

**USD116 BOE MEETINGS ARE HELD ON THE 1ST AND 3RD TUESDAY OF EACH MONTH (except July) AT 7:30 P.M., AT THE JEAN F. BURKHOLDER ADMINISTRATIVE SERVICE CENTER, 205 NORTH RACE STREET, URBANA, IN THE BOARD ROOM, UNLESS OTHERWISE INDICATED(\*). IF AGENDA MATERIALS SHOULD BE TO THE SUPERINTENDENT'S OFFICE NO LATER THAN ONE WEEK PRIOR TO THE MEETING.**

## RESOLUTION

**WHEREAS**, the Board of Education of Urbana School District 116 owns certain real property (described in greater detail herein) located generally along the easterly ROW line of Race Street between Iowa Street and Michigan Avenue, all situated in the City of Urbana, Champaign County, Illinois; and

**WHEREAS**, the Illinois Local Government Property Transfer Act, 50 ILCS 605/0.01 *et seq.* provides that certain “municipalities” (as defined therein) may participate in the transfer of real property upon the satisfaction of certain statutory prerequisites and upon terms acceptable to the involved entities; and

**WHEREAS**, both Urbana School District 116 and The City of Urbana, both of Champaign County in the state of Illinois, fall within the definition of “municipalities” established by the Illinois Local Government Property Transfer Act; and

**WHEREAS**, The City of Urbana has initiated certain activities qualifying it as a “transferee municipality” as defined in the Illinois Local Government Property Transfer Act, and is requesting that Urbana School District 116, as a “transferor municipality” under the Local Government Property Transfer Act, transfer a Permanent Easement and a Temporary Construction Easement to The City of Urbana to facilitate certain improvements to Race Street.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of Urbana School District 116, county of Champaign and state of Illinois (“District”) as follows:

**SECTION 1.** The preamble recitals of this Resolution are hereby adopted as if

fully set forth herein.

**SECTION 2.** The Board of Education ("Board") of Urbana School District 116 ("District") is owner of certain real property ("Property") more fully described on the attachments hereto.

**SECTION 3.** The Board hereby acknowledges receipt and notice from The City of Urbana ("City") of a copy of a City Ordinance wherein (in relevant part), the City invokes the provisions of the Illinois Local Government Property Transfer Act ("Act") and requests (as a "transferee municipality" as defined by the Act) that the District (as a "transferor municipality" as defined by the Act) transfer a Permanent Easement and a Temporary Construction Easement (collectively "Easements") to the City pursuant to terms and conditions set forth in the following Exhibits to this Resolution:

Exhibit A: Permanent Easement

Exhibit B: Temporary Construction Easement

Exhibit C: Permanent Easement & Temporary Construction Easement

Exhibit D: City Resolution

Said Exhibits are attached hereto and incorporated herein by this reference as if set out in full.

**SECTION 4.** The City's Ordinance declares the City's desire and intent to acquire the Easements and states (in relevant part) that it is necessary or convenient for the City to use, occupy or improve the aforesaid described Easements in accordance with the provisions identified in this Resolution's Exhibits.

**SECTION 5.** The Board hereby finds and declares that the Act's statutory

conditions precedent to a transfer of the Easements to the City have been satisfied, and that the transfer of the Easements to the City pursuant to this Resolution's Exhibits would be in the best interests of the District, the City, and the communities in which they operate.

**SECTION 6.** The Board hereby adopts, approves and grants the Easements attached hereto.

**SECTION 7.** The Board hereby authorizes and directs its President and Secretary to: (a) execute the Easements in substantially the form as attached hereto as Exhibits A and B; (b) perform all District duties contemplated by the Exhibits in conjunction with (and contingent upon) the City's performance thereunder; and (c) execute any and all other or additional documents that may be necessary to accomplish the arrangements contemplated by the Agreement, (including but not limited to execution and delivery of the Easements) provided that all such other or additional documents have been approved as to form by the District's counsel.

**SECTION 8.** The Board hereby authorizes and directs Carol Baker, its Director of Business & Financial Services, to: (a) attend, conclude and perform any closing activities required to complete the transactions on behalf of the District; (b) perform all District duties contemplated by the Exhibits in conjunction with (and contingent upon) the City's performance thereunder; and (c) execute any and all other or additional documents that may be necessary to accomplish the arrangements and/or closing contemplated by the Exhibits, provided that all such other or additional documents have been approved as to form by the District's counsel.

**SECTION 9.** This Resolution shall be in full force and effect immediately upon its passage by a vote of 2/3 or more of the Board's full membership.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2013 by the following vote:

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_



## PERMANENT EASEMENT



The Grantor, THE BOARD OF EDUCATION OF URBANA SCHOOL DISTRICT NO. 116, a body politic and corporate, for and in consideration of One Dollar and other good and valuable consideration, herewith and hereby gives, grants and conveys unto the Grantee herein, THE CITY OF URBANA, a municipal corporation of the State of Illinois, a perpetual easement, privilege, right, and authority to construct, reconstruct, repair and maintain a street lighting system and appurtenances upon, under and within a part of the real estate described as follows:

(SEE ATTACHED LEGAL DESCRIPTION AND PLAT)

In consideration of the grant of the easement hereinabove contained and of payment thereof, the GRANTOR and GRANTEE hereby agree as follows:

1. During the performance of any repairs, maintenance or construction work, the GRANTEE, its contractors and agents, shall have exclusive use of the permanent easement area as is necessary to the orderly and economical performance of such repair, maintenance or construction work.
2. The street lighting system shall be constructed, repaired and maintained in such manner as the GRANTEE may deem suitable.
3. The GRANTEE, or its contractor, shall regrade all ground disturbed by its work, so that the surface of the real estate above described shall be restored to a condition of safety and amenity, and shall remove from the above described real estate all surplus soil and debris resulting from any such work.
4. The GRANTOR shall have all rights, not herein granted, to the ownership, use and occupation of the above described real estate, except that the GRANTOR shall place no permanent building, structure, fence, or pavement within the permanent easement herein granted, in such a manner as to damage the street lighting system or to restrict the use thereof, or deny the GRANTEE reasonable access thereto for the purpose of the use, repair, replacement, or maintenance thereof.
5. The GRANTEE will indemnify and save harmless the GRANTOR, its heirs, executors, administrators, and assigns, from any and every claim, demand, suit, damage, and payment thereof, in respect thereto, or in respect of any of them with reference to injury to persons or damage to property caused by any of the work performed by the GRANTEE under this grant, and will require its contractors to so indemnify and save harmless the said GRANTOR, its heirs, executors, administrators, and assigns.
6. The grant herein contained shall constitute a covenant which runs with the land and shall be binding upon the heirs, executors, administrators, and assigns of the GRANTOR and the terms and conditions herein set forth shall be binding upon the GRANTOR and the GRANTEE.

IN WITNESS WHEREOF, the Grantor has executed this easement on this \_\_\_\_\_ day of \_\_\_\_\_  
2013

THE BOARD OF EDUCATION OF URBANA SCHOOL DISTRICT NO. 116

BY: \_\_\_\_\_ its: \_\_\_\_\_  
District Authorized Signature

ATTEST:

\_\_\_\_\_  
Secretary

Accepted on behalf of the City of Urbana.

Date: \_\_\_\_\_ By: \_\_\_\_\_  
William R. Gray  
Public Works Director/City Engineer

Approved as to form.

Date: \_\_\_\_\_ By: \_\_\_\_\_

Return to:  
City of Urbana  
Public Works Department – Engineering Division  
706 S. Glover Ave.  
Urbana, IL 61802  
(217) 384-2342

## LEGAL DESCRIPTION

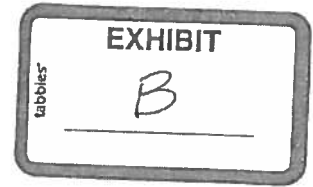
**PERMANENT INDEX NOS.: 93-21-17-402-008 and 93-21-17-402-009**

A part of Lot 13 and Lot 14 of Assessor's Plat, as shown on a plat recorded June 15, 1915 as Document Number Book "D" page #42 in the Office of the Recorder of Deeds, Champaign County, Illinois, being more particularly described as follows:

Beginning at the southwest corner of said Lot 14, said point also being on the existing easterly Right of Way line of Race Street; thence N 00 DEGREES 09 MINUTES 31 SECONDS W, along said easterly Right of Way, 874.69 feet, to the southerly Right of Way line of Iowa Street; thence N 89 DEGREES 19 MINUTES 47 SECONDS E, along said southerly Right of Way line, 4.00 feet; thence S 00 DEGREES 09 MINUTES 31 SECONDS E, along a line parallel with and 4.00 feet easterly of the easterly Right of Way line of Race Street, 874.69 feet, to the northerly Right of Way line of Michigan Avenue; thence S 89 DEGREES 22 MINUTES 56 SECONDS W, along said northerly Right of Way line, 4.00 feet, to the point of beginning.

Said easement having an area of 3,498.72 square feet (0.080 acres), more or less, all situated in the City of Urbana, Champaign County, Illinois.

**TEMPORARY CONSTRUCTION EASEMENT**



In consideration of the sum of One Dollar and other valuable consideration, the Grantor, THE BOARD OF EDUCATION OF URBANA SCHOOL DISTRICT NO. 116, a body politic and corporate, does hereby grant, convey, and dedicate to the Grantee, THE CITY OF URBANA, a municipal corporation in the County of Champaign, State of Illinois, a temporary construction easement and right-of-way and access for ingress and egress for the purpose of constructing a street lighting system and appurtenances within the real estate described in the attached plat and containing approximately 1,749.35 square feet (0.040 acres).

The right, easement, and privilege granted herein shall terminate upon completion of the said work.

In consideration of the grant of the easement hereinabove contained and of payment thereof, the Grantor and Grantee hereby agree as follows:

1. The Grantee will restore the surface of said real estate to its original condition prior to completion of the construction.
2. The Grantee will restore all dislocation of surface and satisfy all damages or injuries sustained by such surface or adjacent property of the Grantor resulting from any fault on the part of the Grantee, its agents, or employees, in the construction of said improvement.
3. The Grantee will indemnify and save harmless the Grantor, its heirs, executors, administrators, and assigns, from any and every claim, demand, suit, damage, and payment thereof, in respect thereto, or in respect of any of them with reference to injury to persons or damage to property caused by any of the work performed by the Grantee under this grant and will require its contractors to so indemnify and save harmless the said Grantor, its heirs, executors, administrators, and assigns.

IN WITNESS WHEREOF, the Grantor has executed this temporary construction easement this \_\_\_\_\_ day of \_\_\_\_\_ 2013.

Grantor:  
THE BOARD OF EDUCATION OF URBANA SCHOOL DISTRICT NO. 116

BY: \_\_\_\_\_ ITS: \_\_\_\_\_  
District Authorized Signature

ATTEST:

\_\_\_\_\_  
Secretary

Accepted on behalf of the City of Urbana.

Date: \_\_\_\_\_

By: \_\_\_\_\_

William R. Gray  
Public Works Director/City Engineer

Approved as to form.

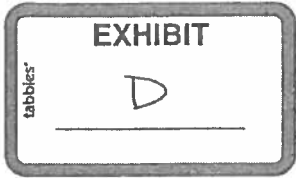
Date: \_\_\_\_\_

By: \_\_\_\_\_

**Return to:**  
City of Urbana  
Public Works Department – Engineering Division  
706 S. Glover Ave.  
Urbana, IL 61802  
(217) 384-2342



[ADD FINAL CITY RESOLUTION UPON RECEIPT]



## Report of the Superintendent to the Board of Education

### ACTION ITEM

Subject: FY14 Salary & Benefits Allocation for Non-Union Support Staff & District Administrators

#### A. Pertinent Facts

1. The second year of a three year negotiated UEA agreement calls for an average salary increase of 3.1% for certificated staff, in addition the board will contribute 82% toward the highest single member health insurance premium on a multiple option plan.
2. My recommendation is that our District non-union clerical staff members and maintenance/custodial staff receive this same average increase of 3.1% + benefits for FY14
3. These expenditures include compensation increases for:
  - District Administrators (principals/central office).
  - District clerical staff members.
  - District maintenance/custodial staff, and
  - Other District non-union support staff.
  -

#### B. Fiscal Note:

1. The FY14 cost to the District will be approximately \$123,755 from the Education Fund and \$31,547 from the O &M Fund.

#### C. Recommendations:

1. The Superintendent recommends that the Board of Education approve the FY14 salary and benefit expenditure for District non-union support staff and administrators.

Prepared by: Preston L. Williams, Jr., Superintendent

Review by: Carol Baker

Meeting Date: May 21, 2013