Monday, October 21, 2024
5:30 PM
City Council Chamber

CITY COUNCIL AGENDA

I. Call to Order

1. Roll Call
2. Pledge of Allegiance

II. Appearance of Citizens

Policy relative to Appearance of Citizens:
A 30-minute time period is provided for citizens to appear and express their views before the City Council. Each citizen speaking will be limited to one appearance of up to 3 minutes. No immediate response will be given by City Council or City staff members. Citizens are to give their documents (if any) to the Police Officer for distribution to the Council. When the Mayor determines that all persons wishing to speak in accordance with this policy have done so, members of the City Council and key staff may make comments.

III. Approval of Minutes

Approval of Minutes of October 7, 2024 City Council Meeting

IV. Unfinished Business

V. New Business

1. Treasurer's Financial Report
2. Resolution Accepting the Bid Price of B&R Construction for Dock Removal in Nelson Park Harbor
3. Resolution Authorizing Acceptance and Execution of A Brownfield Environmental Site Assessment Grant Agreement with the U.S. Environmental Protection Agency for City-wide Assessment Grant
4. City Manager Update
5. Consent Calendar: Items on the Consent Agenda/Calendar are matters requiring City Council approval or acceptance, but which are routine and recurring in nature, are not controversial, are matters of limited discretion, and about which little or no discussion is anticipated. However, staff's assessment of what should be included on the Consent Agenda/Calendar can be in error. For this reason, any Consent Agenda/Calendar item can be removed from the Consent Agenda/Calendar by any member of the governing body, for any reason, without the need for concurrence by any other governing body member. Items removed from the Consent Agenda/Calendar will be discussed and voted on separately from the remainder of the Consent Agenda/Calendar.

    A. Receiving and Filing of Minutes of Boards and Commissions
    B. Ordinance Annexing Territory 2960 Lakeland Road

C. Ordinance Annexing Territory 3060 Lakeland Road

D. Ordinance Annexing Territory 2147 South Shores Drive

E. Ordinance Annexing Territory 2727 Southland Road

F. Ordinance Annexing Territory 3404 North Taylor Avenue

G. Ordinance Annexing Territory 3086 Turpin Road

H. Ordinance Annexing Territory 3104 Turpin Road

I. Resolution Authorizing a Professional Services Agreement with JPL Environmental Engineering to Prepare a Grant-Funded Plan for Composting and Food Waste Reduction

VI. Other Business

VII. Adjournment

Informational Memorandum Communicating the Condition of the Police Officers' Pension Fund for the Year Ended December 31, 2023

Informational Memorandum Communicating the Condition of the Firefighters' Pension Fund for the Year Ended December 31, 2023

Monthly Reports, September, 2024

SUBJECT: Approval of Minutes of October 7, 2024 City Council Meeting

ATTACHMENTS:

Description	Type
Minutes of October 7, 2024	Backup Material

CITY COUNCIL MINUTES
Monday, October 7, 2024

On Monday, October 7, 2024, the City Council of the City of Decatur, Illinois, met in Regular Meeting at 5:30 p.m., in the Council Chamber, One Gary K. Anderson Plaza, Decatur, Illinois.

Mayor Julie Moore Wolfe presided, together with her being Council members Lisa Gregory, David Horn, Chuck Kuhle, Ed Culp, Dennis Cooper, Pat McDaniel and Mayor Moore Wolfe. Mayor Moore Wolfe declared a quorum present.

City Manager Tim Gleason attended the meeting as well.

Mayor Moore Wolfe led the Pledge of Allegiance.

Mayor Moore Wolfe called for Appearance of Citizens.

The following citizens provided comments to the Council: Verlyn Rosenberger, Chris Cuddy, Mirinda Rothrock, Clay Whitney, Krist Lutt, Austin Yutzy, Debbie Dice, Alex Miller and Greg Webb.

Council members responded to citizens' comments.

The minutes of September 16, 2024, City Council Meeting were presented. Councilwoman Gregory moved the minutes be approved as written; seconded by Councilman Kuhle and on call of the roll, Council members Lisa Gregory, David Horn, Chuck Kuhle, Ed Culp, Dennis Cooper, Pat McDaniel and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the motion carried.

Mayor Moore Wolfe called for New Business.

R2024-317 Resolution Authorizing the City Manager to Execute the Collective Bargaining Agreement Regarding Pay, Benefits, and Work Conditions Between the Decatur Police Benevolent and Protective Association Labor Committee and the City of Decatur, was presented. Councilwoman Gregory moved the Resolution do pass, seconded by Councilman Kuhle.

City Manager Gleason gave an overview of the Resolution.

Mr. Shane Brandel, Chief of Police and Mr. Todd Koester, President of the Decatur Police Benevolent and Protective Association Labor Committee spoke about the collaboration between the city, police department and union over contract negotiations.

Council members provided feedback and thanked the Police Department for their work and dedication.

Upon call of the roll, Council members David Horn, Chuck Kuhle, Ed Culp, Dennis Cooper, Pat McDaniel, Lisa Gregory and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the motion carried.

R2024-318 Resolution Authorizing Intergovernmental Agreement between the City of Decatur, Illinois and Primary Products Ingredients America LLC Regarding Employee, Contractor Use and Transit Fares, was presented. Councilwoman Gregory moved the Resolution do pass, seconded by Councilman Kuhle.

Ms. Lacie Elzy, Director of Transportation Services, gave an overview of the Resolution.

Council members discussed the agreement and thanked city staff and Primient for working together.

Upon call of the roll, Council members David Horn, Chuck Kuhle, Ed Culp, Dennis Cooper, Pat McDaniel, Lisa Gregory and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the motion carried.

R2024-319 Resolution Authorizing City Manager to Negotiate Terms and Execute an Intergovernmental Agreement between the Sanitary District of Decatur, IL and the City of Decatur, IL for the installation of Fiber Conduit under Lake Decatur at Lost Bridge Road, was presented. Councilwoman Gregory moved the Resolution do pass, seconded by Councilman Kuhle.

City Manager Gleason gave an overview of the Resolution.

Mr. Jim Edwards, Director of IT, spoke about the collaboration between the city and the Sanitary District.

Upon call of the roll, Council members David Horn, Chuck Kuhle, Ed Culp, Dennis Cooper, Pat McDaniel, Lisa Gregory and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the motion carried.

R2024-320 Resolution Authorizing Acceptance of other Associated Costs to Install Fiber Conduit under Lake Decatur at Lost Bridge Road, was presented. Councilwoman Gregory moved the Resolution do pass, seconded by Councilman Kuhle.

Mr. Jim Edwards, Director of IT, gave an overview of the Resolution and answered questions from Council members about the project.

Upon call of the roll, Council members David Horn, Chuck Kuhle, Ed Culp, Dennis Cooper, Pat McDaniel, Lisa Gregory and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the motion carried.

Ordinance Creating City Code Chapter 51.6 Municipal Gas Use Tax, was presented. Councilwoman Gregory moved the Ordinance do pass, seconded by Councilman Kuhle.

City Manager Gleason gave an overview of the Ordinance.

Deputy City Manager Jon Kindseth spoke about the gas utility tax versus the gas use tax.

City Manager Gleason discussed how the revenue would be used from the proposed gas use tax.

Council members discussed tabling the Ordinance until notifications were made to the affected users.

Ms. Debbie Dice and Ms. Mirinda Rothrock addressed concerns over the gas use tax.

Councilwoman Gregory made a motion to table the Ordinance, seconded by Councilman Kuhle.

Upon call of the roll, Council members Chuck Kuhle, Ed Culp, Dennis Cooper, Lisa Gregory and Mayor Moore Wolfe voted aye. Council members David Horn and Pat McDaniel voted nay. Mayor Moore Wolfe declared the motion carried.

2024-125 Ordinance Amending City Code Chapter 52, Alcoholic Liquor, was presented. Councilwoman Gregory moved the Ordinance do pass, seconded by Councilman Kuhle.

City Manager Gleason gave an overview of the Ordinance.

Ms. Amy Waks, Assistant Corporation Counsel, spoke about the proposed changes to the Ordinance.

Council members provided input on video gaming transfers, development agreements and revenue thresholds.

Councilman McDaniel made a motion to amend the proposed language for Class G and Class I holders that 60% or more of the gross revenue must be from the serving of meals to 50%, seconded by Councilwoman Gregory.

Upon call of the roll, Council members Chuck Kuhle, Ed Culp, Dennis Cooper, Pat McDaniel, Lisa Gregory and Mayor Moore Wolfe voted aye. Councilman David Horn voted nay. Mayor Moore Wolfe declared the motion carried.

City Manager Gleason answered questions from Council members regarding the development agreement process.

Ms. Vicki Sheets and Ms. Austin Yutzy spoke about the proposed changes.

Upon call of the roll, Council members Chuck Kuhle, Ed Culp, Dennis Cooper, Pat McDaniel, Lisa Gregory and Mayor Moore Wolfe voted aye. Councilman David Horn voted nay. Mayor Moore Wolfe declared the motion carried.

City Manager Gleason presented the City Manager Update. City Manager Gleason announced two new employees, Edison Cole and Amy Goodman. The following employees were promoted at the Fire Department: Neil Elder, Toby Jackson, Chris Downey, Gary Gundy, Wade Smith, Justin Kraus, Todd Cox and Nicholas Haake. A Study Session will be held on Monday, October 21, 2024, for a discussion on the 2025 budget.

Mayor Moore Wolfe called for Consent Agenda Calendar Items A. through AS. and asked if any Council member wished to remove an item from the Consent Agenda Calendar. Councilman Kuhle requested to remove Item AA. from the Consent Agenda Calendar and Councilman Horn requested to remove Items AR. and AS. from the Consent Agenda Calendar. The Clerk read Items A. through Z. and AB. through AQ.:

Item A. 2024-126 Ordinance Annexing Territory Lot North of 2210-2298 Deer Run Court
Item B. 2024-127 Ordinance Annexing Territory 2210 Deer Run Court
Item C. 2024-128 Ordinance Annexing Territory 2220 Deer Run Court
Item D. 2024-129 Ordinance Annexing Territory 2240 Deer Run Court
Item E. 2024-130 Ordinance Annexing Territory 2260 Deer Run Court
Item F. 2024-131 Ordinance Annexing Territory 2280 Deer Run Court
Item G. 2024-132 Ordinance Annexing Territory 2298 Deer Run Court
Item H. 2024-133 Ordinance Annexing Territory 2202 Deer Run Court
Item I. 2024-134 Ordinance Annexing Territory 2201 Deer Run Court
Item J. 2024-135 Ordinance Annexing Territory 2215 Deer Run Court
Item K. 2024-136 Ordinance Annexing Territory 2225 Deer Run Court
Item L. 2024-137 Ordinance Annexing Territory 2245 Deer Run Court
Item M. 2024-138 Ordinance Annexing Territory 2265 Deer Run Court
Item N. 2024-139 Ordinance Annexing Territory 2285 Deer Run Court
Item O. 2024-140 Ordinance Annexing Territory 2295 Deer Run Court
Item P. 2024-141 Ordinance Annexing Territory 3268 South Kathy Court
Item Q. 2024-142 Ordinance Annexing Territory 3258 South Kathy Court
Item R. 2024-143 Ordinance Annexing Territory 3248 South Kathy Court
Item S. 2024-144 Ordinance Annexing Territory 3228 South Kathy Court
Item T. 20224-145 Ordinance Annexing Territory 3202 South Kathy Court
Item U. 2024-146 Ordinance Annexing Territory 3135 Turpin Road
Item V. 2024-147 Ordinance Annexing Territory 3320 East Fitzgerald Road
Item W. 2024-148 Ordinance Annexing Territory 3244 Greenview Drive
Item X. 2024-149 Ordinance Annexing Territory 3050 Lakeland Road
Item Y. 2024-150 Ordinance Annexing Territory 2254 Mesa Drive
Item Z. 2024-151 Ordinance Annexing Territory 3077 Turpin Road
Item AB. R2024-322 Resolution Authorizing Execution of a Purchasing Order between the City of Decatur, Illinois and Master's Transportation Inc. for State of Texas Contract #230204, for One (1) ADA Ford Transit Van and One (1) ADA Pacifica Van
Item AC. R2024-323 Resolution Authorizing Execution of a Purchasing Order between

the City of Decatur, Illinois and Altorfer, Inc for BidBuy Contract for One (1) CAT 265-05 Compact Track Loader
Item AD. R2024-324 Resolution Authorizing Execution of a Purchasing Order between the City of Decatur, Illinois and Morrow Brother's Ford Inc. for State of Illinois Contract 21-416CMS-Boss4-B-21143 for One (1) F250 Work Truck, One (1) F350 Heavy-Duty Work Truck, and Two (2) Hybrid F-150 Work Trucks
Item AE. R2024-325 Resolution Accepting the Bid and Authorizing the Execution of a Contract with Culy Contracting LLC for 2024 Manhole Rehabilitation Project, City Project 2024-14
Item AF. 2024-152 Ordinance Approving the Closure of Various Streets and Alleys in the Wabash Crossing Neighborhood
Item AG. R2024-326 Resolution Accepting the Quote of Traffic Safety Warehouse for the Purchase of Traffic and Safety Barriers
Item AH. R2024-327 Resolution Authorizing Street Lighting in the Wabash Crossing Neighborhood
Item AI. R2024-328 Resolution Accepting the Bid Price from Homer Tree Care for Tree Removal in Various Locations
Item AJ. R2024-329 Resolution Accepting the Bid Price from JT's Tree Service for Tree Removal in Various Locations
Item AK. R2024-330 Resolution Accepting the Bid Price from HD Trees, LLC for Tree Removal in Various Locations
Item AL. 2024-153 Ordinance Adding Territory to Enterprise Zone and Approving the Amendment of the Enacting Ordinance and Intergovernmental Agreement Industrial Corridor Additions
Item AM. R2024-331 Resolution Approving Appointment - Firemen's Pension Fund Board of Trustees
Item AN. R2024-332 Resolution Approving Appointments - Library Board of Trustees
Item AO. R2024-333 Resolution Regarding Halloween Trick or Treat Hours
Item AP. R2024-334 Resolution Authorizing Payment to Central Square for Software Maintenance Fees
Item AQ. R2024-335 Resolution Authorizing Action Regarding Unsafe Structures

Councilwoman Gregory moved Items A. through Z. and AB. through AQ. be approved by Omnibus Vote; seconded by Councilman Kuhle, and on call of the roll, Lisa Gregory, David Horn, Chuck Kuhle, Ed Culp, Dennis Cooper, Pat McDaniel and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the motion carried.

R2024-335 Resolution Authorizing Execution of a Purchasing Order between the City of Decatur, Illinois and Landmark Ford Inc. for State of Illinois Contract #Boss-B-37575 for Three (3) Ford Electric SUVs, was presented. Councilwoman Gregory moved the Resolution do pass, seconded by Councilman Kuhle.

City Manager Gleason answered questions from Councilman Kuhle about high dollar items being listed on the Consent Agenda Calendar.

Ms. Lacie Elzy, Director of Transportation Services, explained the procurement process for the three SUV's.

Upon call of the roll, Council members Chuck Kuhle, David Horn, Ed Culp, Pat McDaniel, Lisa Gregory and Mayor Moore Wolfe voted aye. Councilman Cooper abstained from the vote. Mayor Moore Wolfe declared the motion carried.

R2024-336 Resolution Designating Honorary Street Name in Honor of the Late Dr. John C. Ellis, was presented. Councilwoman Gregory moved the Resolution do pass, seconded by Councilman Kuhle.

Councilman Horn provided background information and recognized the late Dr. John C. Ellis.

R2024-337 Resolution Designating Honorary Street Name in Honor of Jerry Pelz, was presented. Councilwoman Gregory moved the Resolution do pass, seconded by Councilman Kuhle.

Councilman Horn provided background information and recognized Jerry Pelz.

With no other New Business, Mayor Moore Wolfe called for Other Business.

Councilman Culp spoke about ambulance staffing issues and wished a speedy recovery to those involved in a recent residential fire. Councilman Cooper recognized October as Cancer Awareness Month and encouraged men to wear pink in the month of October. Councilman Horn spoke about issues with AMR. Councilman Kuhle recognized Harvard graduates and state track champions from Decatur, Katina & Tina Martin.

There being no Other Business, Mayor Moore Wolfe called for adjournment. Councilwoman Gregory moved the Regular Council meeting be adjourned, seconded by Councilman Culp and on call of the roll, Council members Lisa Gregory, David Horn, Chuck Kuhle, Ed Culp, Dennis Cooper, Pat McDaniel and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the motion carried.

Mayor Moore Wolfe declared the regular Council meeting adjourned at 8:21 p.m.

Approved _____
Kim Althoff
City Clerk

ATTACHMENTS:

Description	Type
Cover Memo	Cover Memo
Backup Data	Backup Material

CITY OF DECATUR ILLINOIS

ONE GARY K. ANDERSON PLAZA DECATUR, ILLINOIS 62523

Treasurers Financial Report
September 2024

The Year in Play

The total revised budget for fiscal year 2024 authorizes $306.7 million in expenditures, against $280.3 million in authorized revenues.

The General Fund, as a part of the revised City budget, includes General Fund revenues of $90.6 million and expenses of $90.6 million.

City Financial Position

The City of Decatur ended the month with a total cash position of $114.5 million (excluding trust and agency funds earmarked for Police and Fire pensions) versus the cash position of $113.7 million at the end of last month.

The City General Fund ended the month with a cash position of $22.0 million versus last month's cash position of $21.7 million. The General Fund is the primary operating fund of the City which provides the cash to pay for the basic services to citizens and stakeholders, including public safety protection, public works services, code enforcement, economic and community development services as well as general government service.

The General Fund cash reserve position is 92 days. The council approved cash reserve policy is a 90-day cash reserve, which is calculated for the FY2024 budget at $21.5 million.

City cash reserves are contained in Special Revenue funds ($11.3 million), TIF Redevelopment funds ($3.8 million), Capital funds ($5.8 million), Debt Service fund ($2.1 million), Internal Service funds ($8.3 million) and Enterprise funds ($60.7 million), which are earmarked for specific purpose and not expendable to finance the cost of basic services provided to citizens and stakeholders.

City cash position reported in $ millions, numbers may not add due to rounding

Fund Type	Jul-24	Aug-24	Sep-24	Comment
Special Revenue	13.3	12.1	11.3	Library, State MFT, Local MFT, Federal programs, etc.
TIF Redevelopment	3.3	3.4	3.8	Debt service and redevelopment agreement obligations
Capital	7.2	6.4	5.8	Capital funding available
Debt	2.2	2	2.1	Debt service obligations
Internal Service	8.2	8.1	8.3	Risk insurance, EE healthcare benefits, Fleet maintenance
Enterprise	61.6	59.8	60.7	Utilities – Water, Sewer, Storm Water, Transit, Recycling, Fiber
Non-General Fund	95.8	91.8	92.0	
General Fund	22.6	21.7	22	Basic services to citizens and stakeholders
Total City Cash	118.6	113.7	114.4	

The periodic changes in fund balance are explained by the capital project transfers and debt-related transfers. The capital expenses come up front at the beginning of the year, or episodically in large chunks as projects, debt payments, or purchases such as when vehicles come due. Revenue comes in monthly, so even though there is a balanced budget, fund balance will fluctuate periodically.

General Fund Position

Cash

The City General Fund ended the month with a cash position of $22.0 million. The general fund 90 day reserve was calculated to be $21.5 million for the FY2024 budget based on the policy of excluding capital expenses. About a quarter million dollars represents one day of reserve.

General Fund Result

City General Fund position of revenue received versus expense incurred to date is as follows for the period.

Chart notes
1 – actual year-to-date general fund revenue and expense
2 – budget year-to-date general fund revenue and expense
3 – year-to-date percentage comparison of actual to budget

$(000)	Year to Date(1)	Budget Target(2)	% vs Target(3)
Revenue	64,991	66,209	-2%
Expense	67,139	67,871	-1%
Surplus	(2,148)	(1,662)	

Revenue Comments

- The revenue estimates are based upon the FY2023 actual collections. For example, if 10% of a revenue was received in FY2023 in a given month, the FY2024 budgeted amounts, with certain exceptions, are budgeted to come at 10% in that same month in FY2023.
- Local and state economic indicator taxes, distributed with a 1-3 month lag between merchant collection and distribution to the city, are generally slightly positive compared to last year.
- The trend in FY2024 revenue towards a flat or very low increase in tax revenue continued. We are getting increased revenues compared to last fiscal year, but not at the rate budgeted for this fiscal year. Still, we are only 2% under the revenue budget.
    - Local sales tax revenues are finally breaking even with budget.
    - Revenue sharing from the State Sales Tax and the State Income Tax coming in about budget, while other taxes are trending under budget.

General Fund Revenue

Year-to-date position of revenue vs. budget - *Revenue numbers may not add due to rounding*

GENERAL GOV TAXES	Actual YTD	Revised Budget YTD	vs Adopted Budget	% vs Budget
PROPERTY TAX	8,191,722	7,811,998		
MOBILE HOME PRIVELEGE TAX	-	-		
STATE SALES TAX	10,721,530	10,786,628	(65,098)	-1%
TELEPHONE UTILITY TAX	839,769	906,307	(66,538)	-8%
FOOD & BEVERAGE TAX	3,222,677	3,443,594	(220,917)	-7%
HOTEL AND MOTEL TAX	919,920	955,164	(35,245)	-4%
LOCAL SALES TAX	10,192,853	10,193,418	(565)	0%
AVIATION FUEL TAX	23,917	6,000	17,917	75%
LOCAL USE TAX	2,011,676	2,283,275	(271,599)	-14%
AUTO RENTAL TAX	41,158	50,250	(9,092)	-22%
UTILITY TAX - ELECTRIC & GAS	3,548,215	3,920,564	(372,348)	-10%
VIDEO GAMING TAX	1,781,727	1,933,539	(151,812)	-9%
STREAMING TAX	-	-		
CABLE TV TAX	630,045	783,907	(153,862)	-24%
Sub Total	42,125,209	43,074,644	(1,329,159)	-2%

GENERAL GOVERNMENT (INTERGOV)				
LOCAL REPLACEMENT TAX	28,907	47,517	(18,611)	-64%
STATE REPLACEMENT TAX	1,496,676	2,042,660	(545,984)	-36%
STATE INCOME TAX	9,249,240	8,884,669	364,570	4%
FEDERAL GRANTS	370,969	587,500	(216,531)	-58%
STATE GRANTS OR OTHER	155,758	126,750	29,008	
POLICE OT REIMBURSEMENTS	41,525	65,250	(23,725)	-57%
CANNABIS TAX	86,070	76,500	9,570	11%
OPIOID TREATMENT FUNDING	-	-	-	
Sub Total	11,429,145	11,830,847	(401,701)	-4%
GENERAL GOVERNMENT (SERVICE)				
Sub Total	6,036,126	6,638,555	(602,428)	-10%
GENERAL GOV LICENSES/PERMITS				
Sub Total	1,572,572	1,080,023	492,549	31%
GENERAL GOV OTHER				
Sub Total	3,828,804	3,584,932	243,872	6%
General Fund Total (year-to-date)	**64,991,856**	**66,209,000**	**(1,217,144)**	-2%

Key Economic Driven General Fund Revenues vs. the Full Year Target

Key General Fund revenues supporting General Fund expenses are presented in the chart below depicting the full year budget, year-to-date revenue received, with comparison to the full year budget and prior year revenue receipt.

	2024 Budget	2024 YTD	YTD % of budget	2023 YTD	% Change year vs year
State Sales Tax (Gen Fund)	14,498,000	10,721,530	74.0%	10,225,711	4.8%
Local Sales Tax (Gen Fund)	13,772,000	10,192,853	74.0%	9,815,121	3.8%
State Income Tax	11,675,000	9,249,240	79.2%	8,571,693	7.9%
Utility Tax (Gas/Electric)	5,002,000	3,548,215	70.9%	3,412,856	4.0%
Food & Beverage Tax (Gen Fund)	4,571,000	3,222,677	70.5%	3,104,069	3.8%
Local Use Tax	3,011,000	2,011,676	66.8%	2,125,920	-5.4%
Video Gaming Tax	2,536,000	1,781,727	70.3%	1,815,556	-1.9%
State/Local Replacement Tax (Gen Fund)	2,599,000	1,525,583	58.7%	2,610,867	-41.6%
Hotel & Motel Tax	1,324,000	919,920	69.5%	936,698	-1.8%
Cable TV Tax	1,031,000	630,045	61.1%	717,139	-12.1%

General Fund Expense Comments

On a year-to-date basis, general fund spending is $67.1 million of a $90.6 million revised budget.

- Police personnel expenses are about 5% under budget, and Fire personnel expenses are about 3% under budget, mostly from salary savings from vacant positions.

Year-to-date position of expense vs. budget

Expense numbers may not add due to rounding

	Actual	Yearly Revised Budget	% of Budget
General Government	14,289,862	16,945,863	84%
Developmental Services	3,365,246	4,509,978	75%
Public Safety	41,914,477	58,030,246	72%
Public Works	7,949,169	11,125,913	71%
General Fund Expense	**67,139,149**	**90,612,000**	74%

Cash balances in funds of note are as follows with comment:

The Trust & Agency Fund balance is sequestered in the Police and Fire Pension Funds and are not available for expenditure on other city operations.

Fund	Balance	Comment
Federal HOME	$111,473	Federally approved programs
Federal CDBG	-$4,795	Community Development Block Grant
State Drug Enforcement	$375,134	Police programs
Federal Drug Enforcement	$406,648	Police programs
Building Fund	$598,467	R&M and capital of Library facility
Public Library	$1,670,791	Operational fund of Library
Library Capital	$400,504	Capital Expense requirements and cash reserves
Library Trust	$50,559	Donations received in trust for specific purpose as defined by the donors and unavailable for other use
Local Roads and Streets	$2,646,361	Street repairs and maintenance
Motor Fuel Tax	$5,327,283	Street repairs and maintenance
Community Revitalization	-$235,808	Revitalization initiatives; Need to reconcile funding for demolition of two schools and YWCA
2018 Project	$0	General Obligation bond proceeds for construction of new fire stations to be funded from ARP revenue replacement as per Council approval.
Capital Project	$3,990,248	$2 million special project reserve is contained in this fund.
Equipment Replacement	$1,818,569	Police, fire and public works capital requirements including vehicle replacements
Debt Fund	$2,165,109	Debt payments on current debt issues
Fleet Maintenance	$1,416,204	Repair and maintenance of city vehicle fleet
Risk Management	$5,920,832	Cash reserves for ongoing business insurance costs including liability, property, & worker's compensation
Employee Insurance	$1,049,783	Coverage for healthcare and other benefit expenses.
Public Transit	-$127,919	Operational and capital funding of the transit system

Fiber Optics	$819,637	City investment in the next phase of a fiber optic network
Storm Water	$3,845,956	Balance and ongoing cash flow is sufficient to fund currently defined storm water projects
Sewer	$13,676,587	Balance and ongoing cash flow is sufficient to fund currently defined sewer projects
Water Utility	$8,296,251	Balance and ongoing cash flow is sufficient to fund currently defined water projects. The City will spread funding $6 million of water capital projects over calendar year 2024.
Water Capital	$5,034,589	Capital projects
2022 Water Bond Fund	$16,578,171	Bond revenues in FY22
Water Reserve	$12,500,000	Cash reserves for the enterprise funds
Grant	-$719,682	Primarily reimbursement grants
ARP	$0	Federal ARP funds as per city budget, which will be adjusted as per audit review and final grant reporting.

Investments

City investments include about $54.9 million in US Treasury Bonds and an additional $17.7 million from the 2022 bond proceeds from this fiscal year. The investment schedule provides the details of the investments. The investments are comprised of pooled cash and the 2022 bond proceeds. The 2022 bond will be divested out of U.S. Treasury Bonds in 2024 as the water capital projects are being completed in 2024 and 2025 as intended with the bond proceeds.

The bond proceeds and pooled cash are invested in treasury bonds and are scheduled to mature over the next months to three years, the 2022 bond funds in short term investments through 2024.

Investment instruments are in accordance with the City Investment Policy with interest rates maximized given available current marketplace investment returns.

Debt

Total debt at the start of FY2024 consists of General Obligation (GO) bonds ($118.7 million), promissory notes or bank loans ($14.3 million), and Illinois Environmental Protection Agency (IEPA) construction loans ($22.3 million). Portions of this debt outstanding at the start of FY2024 is obligated to the General Fund, Water Fund, Sewer Fund, and Stormwater Fund.

- Total General Fund debt is $26.0 million of GO bonds and bank loans for vehicles.
- Total Water Fund debt is $110.0 million for GO bonds, a promissory note, and an IEPA loan.
- Total Sewer Fund debt is $16.6 million for IEPA loans.
- Total Stormwater debt is $2.7 million for an IEPA loan.

All debt principal and interest payments are covered within the 2024 fiscal year operating plan and budget and are secured within the current cash flow operations of the city.

Revenue Tracking

City-wide Revenue received during the reporting period is $22.8 million, with $188.4 million year-to-date. The total is 70% of the revised revenue budget of $281.3 million.

Of note, the property tax revenues received by the City according to the tax levy in effect will provide the cash resources to fund City contributions to the Police and Firemen's Pension Fund, fund City contributions to the operation of the Decatur Public Library, provide City funding for a portion of the General Obligation Bond debt payments, and provide funding for the City contribution to the Decatur Municipal Band.

The property tax revenues received in FY2024 provide for the pension funds, operation of the Library, debt payments and the Municipal Band. Only a portion of the city's operational costs are funded by property tax, which are more generally funded by a variety of other revenues such as state income and use taxes, or fees for service, as per the Water Fund.

Property Tax for FY2024

The levy is $15,783,290 million, excluding TIF districts. The tax rate is at 1.50910% (which is a decrease from last year) of the EAV of $1,045,874,256 with another $18.1 million for the TIF districts. The City property tax levy is about 16% of the total property tax rate for City property owners.

The third installment of the tax levy arrived in September.

Expenditure Tracking

City-wide expenses during the reporting period were $17.4 million and $176.0 million year-to-date. The total is 58% of the annual revised expense budget of $306.7 million.

Water Utility

The report entitled “Water Utility Metrics” is a schedule reporting on key metrics in comparison to the prior year.

Headcount Staffing Across all Funds

Full-time staffing level is 464 FTEs versus budget of 475 FTEs. There are 17 part-time and temp employees.



Fiscal Period Ending ***Sep-24***

City of Decatur

Treasurer's Financial Report

Report Distribution:

Mayor
City Council Members
City Manager
City Clerk
City Department Heads
Public Copy in Office of the City Clerk

Prepared By:

Office of the City Treasurer

City of Decatur
Treasurer's Cash Report

Month of: Sep-24

Fund	Fund Name	Opening Cash & Investments	Receipts	Disbursements	Balance Sheet Accts Activity	Investment Transfers	Ending Cash Balance	Investments	Total Cash & Investments	Interfund Loans (Borrowing)
	General Fund									
10	GENERAL FUND	21,702,645.01	7,159,106.65	6,809,659.94	10,389.41		22,062,481.13	0.00	22,062,481.13	0.00
	Special Revenue Funds									
14	PAYROLL FUND	61,443.00	0.00	0.00	0.00		61,443.00		61,443.00	
16	COMMUNITY GRANT FUND	(13,996.24)	0.00	13,728.36	0.00		(27,724.60)		(27,724.60)	
17	HOME FUND	205,870.96	168,238.82	262,636.83	0.00		111,472.95		111,472.95	
18	CDBG FUND	4,015.12	95,376.21	104,186.42	0.00		(4,795.09)		(4,795.09)	
22	DUATS FUND	14,467.18	224,751.02	89,004.89	0.00		150,213.31		150,213.31	
25	STATE DRUG ENFORCEMENT	389,466.30	8,292.82	150.00	(22,475.26)		375,133.86		375,133.86	
26	DUI FINES AND FEES FUND	163,187.68	3,484.56	2,444.50	0.00		164,227.74		164,227.74	
27	POLICE LAB & PROGRAMS	190,763.65	595.08	0.00	0.00		191,358.73		191,358.73	
30	FEDERAL DRUG ENFORCEMENT	376,564.66	30,083.41	0.00	0.00		406,648.07		406,648.07	
34	BUILDING FUND	601,042.43	51,241.68	53,817.48	0.00		598,466.63		598,466.63	
35	LIBRARY FUND	1,633,393.22	410,845.15	373,447.75	0.00		1,670,790.62		1,670,790.62	
36	MUNICIPAL BAND FUND	37,531.42	9,247.56	533.00	(8,065.95)		38,180.03		38,180.03	
37	FOREIGN FIRE INSURANCE FUND	188,030.25	343.74	2,186.64	0.00		186,187.35		186,187.35	
42	LOCAL STREETS & ROADS	2,602,563.80	155,616.72	111,819.37	0.00		2,646,361.15		2,646,361.15	
46	MOTOR FUEL TAX FUND	6,133,422.59	683,106.11	1,489,245.72	0.00		5,327,282.98		5,327,282.98	
58	LIBRARY CAPITAL	398,714.06	1,789.98	0.00	0.00		400,504.04		400,504.04	
59	LIBRARY TRUST FUNDS	55,404.58	28.76	4,874.30	0.00		50,559.04		50,559.04	
82	DCDF FUND	0.00	0.00	0.00	0.00		0.00		0.00	
84	COMMUNITY REVITALIZATION	62,917.09	152,406.08	451,131.22	0.00		(235,808.05)		(235,808.05)	
85	GRANT FUND	(919,832.80)	589,733.60	389,582.32	0.00		(719,681.52)		(719,681.52)	
	Total Special Revenue Funds	12,184,968.95	2,585,181.30	3,348,788.80	(30,541.21)	0.00	11,329,377.24	0.00	11,390,820.24	0.00
	TIF & Redevelopment Funds									
19	OLDE TOWNE TIF FUND	1,132,603.30	281,507.12	0.00	0.00		1,414,110.42		1,414,110.42	
120	CENTRAL TIF	(49,034.08)	0.00	0.00	0.00		(49,034.08)		(49,034.08)	
21	WABASH CROSSING TIF	1,366,609.75	8,550.26	0.00	0.00		1,375,160.01		1,375,160.01	
23	EASTGATE TIF FUND	505,974.89	46,572.42	0.00	0.00		552,547.31		552,547.31	
24	SOUTHSIDE TIF FUND	296,387.91	841.95	0.00	0.00		297,229.86		297,229.86	
28	PINES SHOPPING CENTER TIF	49,000.50	3,334.71	0.00	0.00		52,335.21		52,335.21	
29	GRAND & OAKLAND TIF	119,389.49	82,063.20	0.00	0.00		201,452.69		201,452.69	
	Total TIF & Redevelpmnt Funds	3,420,931.76	422,869.66	0.00	0.00	0.00	3,843,801.42	0.00	3,843,801.42	0.00
	Capital Funds									
40	PEG CAPITAL FUND	56,303.78	175.82	870.25	0.00		55,609.35		55,609.35	
44	2018 PROJECT FUND	0.00	0.00	0.00	0.00		0.00	0.00	0.00	
45	CAPITAL PROJECT FUND	4,117,261.03	13,629.08	140,642.25	0.00		3,990,247.86		3,990,247.86	(181,816.00)
61	EQUIPMENT REPLACEMENT	2,284,069.99	11,228.12	476,729.52	0.00		1,818,568.59		1,818,568.59	
99	AMERICAN RESCUE PLAN	0.00	0.00	0.00	0.00				0.00	
	Total Capital Funds	6,457,634.80	25,033.02	618,242.02	0.00	0.00	5,864,425.80	0.00	5,864,425.80	(181,816.00)

City of Decatur **Month of: Sep-24**

Treasurer's Cash Report

Fund	Fund Name	Opening Cash & Investments	Receipts	Disbursements	Balance Sheet Accts Activity	Investment Transfers	Ending Cash Balance	Investments	Total Cash & Investments	Interfund Loans (Borrowing)
	Debt Fund									
50	DEBT FUND	2,084,077.51	81,531.13	500.00	0.00		2,165,108.64		2,165,108.64	0.00
	Internal Service Funds									
60	FLEET MAINTENANCE	1,336,467.19	284,144.32	204,407.83	0.00		1,416,203.68		1,416,203.68	
64	RISK MANAGEMENT	5,625,581.73	316,421.04	21,170.85	0.00		5,920,831.92		5,920,831.92	
65	INSURANCE FUND	1,140,221.83	1,051,085.07	1,141,524.05	0.00		1,049,782.85		1,049,782.85	
	Total Internal Service Funds	8,102,270.75	1,651,650.43	1,367,102.73	0.00	0.00	8,386,818.45	0.00	8,386,818.45	0.00
	Enterprise Funds									
70	TRANSIT	(36,508.53)	691,893.19	783,303.43	0.00		(127,918.77)		(127,918.77)	
77	FIBER OPTICS	831,135.82	7,832.95	19,331.46	0.00		819,637.31		819,637.31	
78	STORM WATER	3,759,315.08	163,085.76	76,444.85	0.00		3,845,955.99		3,845,955.99	
79	SEWER FUND	13,886,151.85	368,143.61	577,708.33	0.00		13,676,587.13		13,676,587.13	
80	WATER FUND	6,621,002.37	3,042,511.69	1,426,957.54	59,694.53		8,296,251.05		8,296,251.05	
81	WATER CAPITAL	5,341,574.77	41,946.56	348,932.26	0.00		5,034,589.07		5,034,589.07	181,816.00
86	WATER RESERVE	12,500,000.00	0.00	0.00	0.00		12,500,000.00		12,500,000.00	
88	RECYCLING PROGRAM	156,169.71	62,358.98	60,676.52	0.00		157,852.17		157,852.17	
89	2022 WATER BOND FUND	16,749,076.89	31,358.54	202,264.76	0.00		16,578,170.67		16,578,170.67	
	Total Enterprise Funds	59,807,917.96	4,409,131.28	3,495,619.15	59,694.53	0.00	60,781,124.62	0.00	60,781,124.62	181,816.00
	Trust & Agency Funds									
90	FIRE PENSION FUND CASH	4,654,773.65	881,573.38	838,303.64	0.00		4,698,043.39		4,698,043.39	
90	FIRE PENSION INVESTMENTS	99,784,276.55	2,038,318.49	10,907.52	0.00			101,811,687.52	101,811,687.52	
	TOTAL FIRE PENSION	104,439,050.20	2,919,891.87	849,211.16	0.00	0.00	4,698,043.39	101,811,687.52	106,509,730.91	
91	POLICE PENSION FUND CASH	4,600,154.47	877,183.43	976,851.26	0.00		4,500,486.64		4,500,486.64	
91	POLICE PENSION INVESTMENTS	135,846,469.75	2,688,341.21	14,522.24	0.00			138,520,288.72	138,520,288.72	
	TOTAL FIRE PENSION	140,446,624.22	3,565,524.64	991,373.50	0.00	0.00	4,500,486.64	138,520,288.72	143,020,775.36	
	Total Trust & Agency Funds	244,885,674.42	6,485,416.51	1,840,584.66	0.00	0.00	9,198,530.03		249,530,506.27	0.00
	Total City Funds	358,646,121.16	22,819,919.98	17,480,497.30	39,542.73	0.00	123,631,667.33	0.00	364,025,086.57	
	Memorandum Items									
	Pooled Cash Investments							54,927,944.58	54,927,944.58	
	City Funds ex Trust & Agency	113,760,446.74	16,334,503.47	15,639,912.64	39,542.73	0.00	114,433,137.30	54,927,944.58	114,494,580.30	0.00

City of Decatur **Period Ending: 1-Sep**

City Treasurer's Financial Report

Grant Tracking Schedule

Grant ID		Div	Grant Name	Expiration	State	Federal	Status	Grant Amount
		Executive/Police/Public Works	COMMUNITY VIOLENCE PREVENTION (TURNER)	6/30/2025	X		ACTIVE	1,000,000
		Executive	DCEO 23-203058	7/31/2025	x		ACTIVE	3,000,000
		Executive	DCEO 23-203059	7/31/2025	x		ACTIVE	3,000,000
		Executive	USDA Forest Service Urban and Community Forestry Inflation Reduction Act	2028		x	ACTIVE	750,000
		Executive/Library	EECBG - Equipment Rebate Program			x	ACTIVE	131,690
C2017	54	Neighborhood Revitalization	B-17-MC-17-0008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	9/1/2024		X	ACTIVE	1,262,151
C2018	54	Neighborhood Revitalization	B-18-MC-17-0008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	9/1/2025		X	ACTIVE	1,378,744
C2019	54	Neighborhood Revitalization	B-19-MC-17-0008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	9/1/2026		X	ACTIVE	1,411,581
C2020	54	Neighborhood Revitalization	B-20-MC-17-0008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	9/1/2027		X	ACTIVE	1,417,995
C2021	54	Neighborhood Revitalization	B-21-MC-17-0008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	9/1/2028		X	ACTIVE	1,420,946
C2022	54	Neighborhood Revitalization	B-22-MC-17-0008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	9/1/2029		X	ACTIVE	1,374,790
C2023	54	Neighborhood Revitalization	B-23-MC-17-0008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	9/1/2030		X	ACTIVE	1,319,714
C2023	54	Neighborhood Revitalization	FR-6700-N-98 PRO HOUSING	9/1/2029		X	SUBMITTED	9,987,032
CCV19	54	Neighborhood Revitalization	B-20-MW-17-0008 CDBG CARES ACT ALLOCATION	9/21/2026		X	ACTIVE	834,287
H2016	54	Neighborhood Revitalization	M-16-MC-17-0203 HOME INVESTMENT PARTNERSHIP	9/1/2024		X	ACTIVE	327,118
H2017	54	Neighborhood Revitalization	M-17-MC-17-0203 HOME INVESTMENT PARTNERSHIP	9/1/2025		X	ACTIVE	330,899
H2018	54	Neighborhood Revitalization	M-18-MC-17-0008 HOME INVESTMENT PARTNERSHIP	9/1/2026		X	ACTIVE	444,741
H2019	54	Neighborhood Revitalization	M-19-MC-17-0203 HOME INVESTMENT PARTNERSHIP	9/1/2027		X	ACTIVE	425,163
H2020	54	Neighborhood Revitalization	M-20-MC-17-0203 HOME INVESTMENT PARTNERSHIP	9/1/2028		X	ACTIVE	431,353
H2021	54	Neighborhood Revitalization	M-21-MC-17-0203 HOME INVESTMENT PARTNERSHIP	9/1/2029		X	ACTIVE	413,549
H2022	54	Neighborhood Revitalization	M-22-MC-17-0203 HOME INVESTMENT PARTNERSHIP	9/1/2030		X	ACTIVE	497,298
H2023	54	Neighborhood Revitalization	M-23-MC-17-0203 HOME INVESTMENT PARTNERSHIP	9/1/2031		X	ACTIVE	466,119
HOME-AR	54	Neighborhood Revitalization	M-21-MP-17-0203 HOME - American Rescue Plan	9/30/2030		X	ACTIVE	1,497,384
HRAP	54	Neighborhood Revitalization	HOME REPAIR & ACCESSIBILITY PROGRAM	9/30/2030	X		ACTIVE	$400,000
	65	Police	HS-22-0071 IDOT STEP			X	ACTIVE	90,520
	65	Police	2021 BVP	1/31/2024		X	ACTIVE	28,400
	65	Police	2023-25 BVP			X	ACTIVE	29,800
	65	Police	15PBJA-21-GG-01457-JAGX			X	ACTIVE	34,099
	65	Police	15PBJA-22-GG-02558-JAGX			X	ACTIVE	36,081
	65	Police	ILETSB RECRUITMENT AND RETENTION GRANT				ACTIVE	100,000
9334	82	Public Works	R-97-007-17 ILLINOIS JOBS NOW; BRUSH COLLEGE RD EXPENSION R-O-W		X		ACTIVE	2,006,014
9335	82	Public Works	IL COMPETITIVE FREIGHT PROGRAM-BRUSH COLLEGE/FAIRES PKWY GRADE SEP			X	ACTIVE	44,000,000
9336	82	Public Works	6WGY(165)-RAILROAD GRADE CROSSING PROTECTION FND GCPF BRUSH COLl	2025	X		ACTIVE	19,950,000
1406	82	Public Works	15-203002 IL DECO (MIDWEST INLAND PORT TRANSPORTATION STUDY)		X		ACTIVE	250,000
1706	82	Public Works	CONTRIBUTED CAPITAL-MOUND ROAD/STEVENS CREEK WEST & MIDDLE BRIDGES			X	ACTIVE	2,000,000
1805	82	Public Works	CONTRIBUTED CAPITAL-TAYLOR RD BRIDGE OVER WARD BRANCH	2023		X	ACTIVE	800,000
	82	Public Works	FRA CRISI			X	ACTIVE	2,000,000
	82	Public Works	FRA CRE			X	ACTIVE	16,000,000
	82	Public Works	STATE FUND COMMITMENT - BRUSH COLLEGE GRADE SEPERATION		X		ACTIVE	1,500,000
	82	Public Works	MULTIMODAL TRANSPORTATION BOND FUND (ICC)	2025	X		ACTIVE	6,000,000
	82	Public Works	Lead Service Line Inventory	11/1/2024	x		ACTIVE	50,000
	82	Public Works	Public Water System Energy Efficiency Program	8/31/2026		X	SUBMITTED	500,000
	82	Public Works	Pride of the Prairie Food Waste Composting Plan	9/30/2025	x		ACTIVE	59,362
	82	Public Works	RCPP Project Lake Decatur Water Quality Inititative	4/12/2028		X	ACTIVE	2,314,935
	700	Mass Transit	CAP-22-1176-ILL	4/1/2028	x		ACTIVE	1,000,000
	700	Mass Transit	CAP-22-1221-ILL	4/1/2028	x		ACTIVE	2,760,000
	700	Mass Transit	CAP-23-XXXXXX		x		ACTIVE	3,750,000
	700	Mass Transit	CAP-23-XXXXXX		x		ACTIVE	290,000
	700	Mass Transit	CAP-23-XXXXXX			X	ACTIVE	1,850,000
	700	Mass Transit	TS-18-317		X	x	ACTIVE	135,856
S21	700	Mass Transit	OP-21-47-IL #pend FY-2021 DOWNSTATE OPERATING ASSISTANCE GRANT	6/30/2024	X		ACTIVE	13,379,000
	700	Mass Transit	494-00-1439	2/1/2024	X		ACTIVE	240,000
SC20	700	Mass Transit	CAP-21-40-1141-ILL #pend CAPITAL GRANT	12/31/2025		X	ACTIVE	1,140,000
	700	Mass Transit	IL-2020-010-01	3/30/2025		X	ACTIVE	412,270
	700	Mass Transit	IL-2020-020-00	3/30/2027		X	ACTIVE	6,168,433
	700	Mass Transit	IL-2022-011-00	9/30/2025		X	ACTIVE	291,000
	700	Mass Transit	IL-2022-015-02	3/30/2027		X	ACTIVE	5,734,880
	700	Mass Transit	IL-2022-028-01	3/30/2028			ACTIVE	3,374,140
	700	Mass Transit	FTA FY2022 Low-No				ACTIVE	16,800,000
	700	Mass Transit	Safe Streets 4 All Application			X	ACTIVE	240,000
	700	Mass Transit	Thriving Communities	3/30/2025		X	ACTIVE	
	700	Mass Transit	THUD Application			X	SUBMITTED	
							Total	*188,837,344*
							Active	*179,350,312*

Month of : September 2024

Treasurer's Investment Report

Pooled Cash

Account # 8051000942

Multiple Funds - Pooled Cash

Investment Instrument	Expect Int Income	Maturity Date	Coupon Rate	Yield at Purchase	Par Value Amount	Cost	Market Value	CP Interest Received	YTD Interest Received 2024	BTD Interest Received	CP Accruel Balance
US Treasury Bond	Jun-Dec	06/15/24	0.25000%	0.460%	-	-	-		6,562.50	20,919.21	0.00
US Treasury Bond	Jun-Dec	06/15/24	0.25000%	4.160%	-						
US Treasury Bond	Jun-Dec	06/15/24	0.25000%	5.470%	-						
US Treasury Bond	Jun-Dec	06/15/24	0.25000%	5.320%	-						
US Treasury Bond	Feb - Aug	08/15/24	0.37500%	0.390%	-	-	-		17,250.00	25,760.87	0.00
US Treasury Bond	Feb - Aug	08/15/24	0.37500%	5.400%	-						
US Treasury Bond	Mar - Sep	09/15/24	0.37500%	0.530%	1,000,000.00	-	-	6,562.50	13,125.00	22,622.29	0.00
US Treasury Bond	Mar - Sep	09/15/24	0.37500%	4.050%	1,250,000.00		-				
US Treasury Bond	Mar - Sep	09/15/24	0.37500%	5.510%	1,250,000.00						
US Treasury Bond	Jun-Dec	12/31/23	2.25000%	4.500%	-	-	-		14,062.50	21,676.44	0.00
US Treasury Bill Zero	Jan-July	01/09/24	0.01790%	5.530%	-	-	-		8,869.85	8,869.85	0.00
US Treasury Bond	Jan-July	01/15/24	0.12500%	4.460%	-	-	-		781.25	1,268.99	0.00
US Treasury Bond	Feb - Aug	02/15/24	0.12500%	4.450%	-	-	-		781.25	1,402.80	0.00
US Treasury Bill Zero	Mar - Sep	03/07/24	0.02670%	5.490%	-	-	-		26,671.99	26,671.99	0.00
US Treasury Bond	Mar - Sep	03/15/24	0.25000%	4.360%	-	-	-		1,562.50	3,048.59	0.00
US Treasury Bill Zero	Mar - Sep	03/28/24	1.32000%	5.380%	-	-	-		26,098.00	26,098.00	0.00
US Treasury Bond	Apr-Oct	04/30/24	2.00000%	4.330%	-	-	-		12,500.00	27,555.25	0.00
US Treasury Bond	May - Nov	05/15/24	0.25000%	5.250%	-	-	-		1,562.50	2,989.13	0.00
US Treasury Bond	May - Nov	05/31/24	2.50000%	4.180%	-	-	-		15,625.00	37,087.91	0.00
US Treasury Bill Zero	Jun-Dec	06/27/24	2.60000%	5.260%	-	-	-		101,500.78	101,500.78	0.00
US Treasury Bond	Jan-July	07/15/24	0.37500%	4.100%	-	-	-		4,687.50	6,150.71	0.00
US Treasury Bond	Feb - Aug	08/31/24	1.25000%	4.050%	1,250,000.00	-	-	7,812.50	15,625.00	22,418.49	0.00
US Treasury Bond	Apr-Oct	10/15/24	0.62500%	3.980%	1,250,000.00	1,187,207.03	1,247,962.50		3,906.25	8,284.68	3,607.41
US Treasury Bond	May - Nov	11/15/24	0.75000%	3.950%	1,250,000.00	5,481,515.62	5,696,432.25		21,468.75	25,751.05	16,218.24
US Treasury Bond	May - Nov	11/15/24	0.75000%	5.160%	4,475,000.00						
US Treasury Bond	May - Nov	11/30/24	1.50000%	5.180%	505,000.00	1,700,238.29	1,745,487.90		11,420.70	11,193.04	8,846.92
US Treasury Bond	May - Nov	11/30/24	1.50000%	4.910%	1,250,000.00						
US Treasury Bond	Jun-Dec	12/15/24	1.00000%	3.880%	1,250,000.00	6,011,083.99	6,204,125.00		31,250.00	38,437.70	18,442.63
US Treasury Bond	Jun-Dec	12/15/24	1.00000%	4.860%	5,000,000.00						
US Treasury Bond	Jan-July	01/15/25	1.12500%	3.890%	1,250,000.00	2,882,778.12	2,975,310.60		23,895.68	28,285.35	7,165.45
US Treasury Bond	Jan-July	01/15/25	1.12500%	4.820%	505,000.00						
US Treasury Bond	Jan-July	01/15/25	1.12500%	4.810%	1,250,000.00						
US Treasury Bond	Feb - Aug	02/15/25	1.50000%	3.850%	1,250,000.00	1,196,777.34	1,236,125.00		18,750.00	26,208.56	2,394.70
US Treasury Bond	Mar - Sep	03/15/25	1.75000%	3.800%	1,250,000.00	1,201,708.99	1,235,662.50	10,937.50	21,875.00	32,277.51	966.85
US Treasury Bond	Mar - Sep	03/31/25	0.50000%	4.090%	1,825,000.00	1,700,244.14	1,790,489.25	4,562.50	9,125.00	13,687.50	25.08
US Treasury Bond	Apr-Oct	04/30/25	0.37500%	4.060%	1,250,000.00	1,162,060.55	1,221,962.50		2,343.75	4,713.40	1,961.61
US Treasury Bond	May - Nov	05/31/25	0.25000%	3.980%	1,000,000.00	926,835.94	974,190.00		1,250.00	2,651.10	840.16
US Treasury Bond	Jun-Dec	06/30/25	0.25000%	4.600%	1,200,000.00	1,155,843.75	1,165,956.00		(383.15)	(383.15)	758.15
US Treasury Bond	Jan-July	07/31/25	0.25000%	4.550%	1,200,000.00	1,152,234.38	1,162,812.00		(130.43)	(130.43)	505.44
US Treasury Bond	Mar - Sep	09/30/25	0.25000%	5.090%	1,250,000.00	1,138,867.19	1,204,887.50	1,562.50	3,125.00	2,979.85	8.59
US Treasury Bond	May - Nov	11/30/25	0.37500%	4.380%	2,200,000.00	2,090,773.44	2,113,122.00		(1,735.65)	(1,735.65)	2,772.55
US Treasury Bond	Jan-July	01/31/26	0.37500%	4.600%	1,250,000.00	1,152,929.69	1,194,575.00		2,073.32	2,073.32	789.74
US Treasury Bond	Feb - Aug	02/15/26	1.62500%	4.530%	1,025,000.00	970,306.64	995,336.50		7,321.43	7,321.43	2,127.30
US Treasury Bond	Feb - Aug	02/28/26	0.50000%	4.730%	1,250,000.00	1,152,539.06	1,193,950.00	3,125.00	2,819.29	2,819.29	535.23
US Treasury Bond	Mar - Sep	03/31/26	0.75000%	4.570%	2,000,000.00	1,855,000.00	1,912,740.00	7,500.00	7,622.95	7,622.95	41.20
US Treasury Bond	Apr-Oct	04/30/26	0.75000%	4.760%	1,250,000.00	1,157,421.88	1,192,975.00		(407.61)	(407.61)	3,923.24
US Treasury Bond	Apr-Oct	04/30/26	2.37500%	4.970%	1,250,000.00	1,188,916.01	1,223,975.00				12,423.58
US Treasury Bond	May - Nov	05/31/26	0.75000%	4.930%	1,250,000.00	1,151,562.50	10,000,830.00		(4,282.79)	(4,282.79)	26,465.15
US Treasury Bond	May - Nov	05/31/26	0.75000%	4.700%	5,250,000.00	4,868,759.77					
US Treasury Bond	May - Nov	05/31/26	0.75000%	4.730%	4,000,000.00	3,709,531.25					
US Treasury Bond	Jan-July	06/30/26	1.87500%	4.430%	1,250,000.00	1,190,673.83	1,211,625.00		(1,019.02)	(1,019.02)	5,923.06
US Treasury Bond	Feb - Aug	08/15/26	1.50000%		4,750,000.00	4,561,708.99	4,564,845.00	(5,726.90)	(5,726.90)	(5,726.90)	9,099.86
Federated US Treasury Cash Reserves		Liquid			2,980,426.19	2,980,426.19	3,118,906.18	12,406.88	112,111.27		12,637.85
Total Investment(s)					62,665,426.19	54,927,944.58	56,584,282.68	48,742.48	533,938.46	556,662.48	138,479.99

Journal Entry

Pooled Cash	Month	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Unbooked	Booked
Fees		(10,767.09)	(10,881.23)	(11,013.59)		-	(32,661.91)
Gain/Loss from sale of bond	176,835.93	159,521.49	354,287.11	375,292.96		-	777,214.84
Interest (Income)	48,742.48	179,770.14	270,116.93	115,040.97		-	533,938.46
	225,578.41	328,524.54	613,522.81	479,320.34	-	-	1,278,491.39

Treasurer's Investment Report

Month of : ***September 2024***

Water Capital Bond
Account # 1001027214
Fund 89

Investment Instrument	*Expect Int Income*	*Maturity Date*	*Coupon Rate*	*Yield at Purchase*	*Par Value Amount*	*Cost*	*Market Value*	*CP Interest Received*	*YTD Interest Received 2024*	*BTD Interest Received*	*CP Accruel Balance*
United States Treasury Note/Bond .75% 31 Dec 2023	*Jun-Dec*	12/31/2023	0.750%	*4.660%*	-	-	-		*11,625.00*	*23,574.05*	*0.00*
United States Treasury Note/Bond .75% 31 Dec 2023	*Jun-Dec*	12/31/2023	0.750%	*4.750%*	-						
United States Treasury Note/Bond .25% 15 Mar 2024	*Mar-Sep*	3/15/2024	0.250%	*4.630%*	-	-	-		*2,500.00*	*4,782.61*	*0.00*
United States Treasury Note/Bond .375% 15 Apr 2024	*Apr-Oct*	4/15/2024	0.375%	*4.790%*	-	-	-		*6,562.50*	*12,863.72*	*0.00*
United States Treasury Note/Bond .375% 15 Apr 2024	*Apr-Oct*	4/15/2024	0.375%	*4.780%*	-						
United States Treasury Note/Bond .25% 15 May 2024	*May-Nov*	5/15/2024	0.250%	*5.210%*	-	-	-		*4,750.00*	*9,148.10*	*0.00*
United States Treasury Note/Bond .25% 15 May 2024	*May-Nov*	5/15/2024	0.250%	*5.250%*	-						
United States Treasury Note/Bond .25% 15 Jun 2024	*Jun-Dec*	6/15/2024	0.250%	*5.470%*	-	-	-		*5,000.00*	*9,330.60*	*0.00*
United States Treasury Note/Bond .25% 15 Jun 2024	*Jun-Dec*	6/15/2024	0.250%	*5.330%*	-	-	-				
United States Treasury Note/Bond .375% 15 July 2024	*Jan-Jul*	7/15/2024	0.375%	*5.340%*		-	-		*7,500.00*	*7,377.72*	*0.00*
United States Treasury Note/Bond 2.375% 15 Aug 2024	*Feb-Aug*	8/15/2024	2.375%	*5.360%*	-	-	-		*47,500.00*	*46,338.32*	*0.00*
US Treasury Bill Zero	*Apr-Oct*	10/10/2024	1.265%	*5.330%*	3,000,000.00	2,962,790.67	2,962,790.67				*33,729.33*
US Treasury Bill Zero	*Jan-Jul*	1/9/2025	2.513%	*5.180%*	3,000,000.00	2,926,455.02	2,926,455.02				*36,494.98*
United States Treasury Note/Bond .25% 15 Jun 2024	*Jun-Dec*	6/30/2025	0.250%	*4.890%*	3,000,000.00	2,871,328.13	2,914,890.00		*(326.09)*	*(326.09)*	*1,895.37*
US Treasury Bill Zero	*Feb-Aug*	2/13/2025	2.479%	*4.890%*	2,000,000.00	1,951,612.67	1,951,612.67				*15,547.33*
BlackRock Liquidity Funds Treasury Trust Fund Portfolio					536,701.23	536,701.23	652,713.85	*31,358.54*	245,234.97		*28,345.61*
Total Investment(s)					*11,536,701.23*	*11,248,887.72*	*11,408,462.21*	*31,358.54*	*330,346.38*	*113,089.03*	*116,012.62*
GRAND TOTALS:					*74,202,127.42*	*66,176,832.30*	*67,992,744.89*	*80,101.02*	*864,284.84*	*669,751.51*	*254,492.61*

Journal Entry

Water Capital Bond	***Month***	***Quarter 1***	***Quarter 2***	***Quarter 3***	***Quarter 4***	***Unbooked***	***Booked***	
Fees	-	*(4,224.94)*	*(4,277.22)*	*(3,517.43)*		-	*(12,019.59)*	
Gain/Loss from sale of bond	-	*198,308.59*	*506,632.80*	*150,000.00*		-	*854,941.37*	
Interest (Income)	*31,358.54*	*81,943.92*	*94,566.21*	*153,836.25*		-	*330,346.38*	*330,346.38*
	31,358.54	*276,027.57*	*596,921.79*	*300,318.82*	-	-	*1,173,268.16*	

**Coupon rate for Treasury Bill Zero is the difference between Par Value and Cost divided by Cost*

City of Decatur **home** **Month of:** **Sep-24**

Water Bond Issue - 2022 Bond Fund 89

Bond Issuance	2022
Par Value of Bonds	24,840,000
Premium	542,055
Total Source of Funds	25,382,055
Total Use of Funds	25,382,055
Cost of issuance	378,149
Bond Proceeds	25,003,906

Fund Description *Accounts for public works capital improvements in the water and sewer utilities financed by the proceeds from the issuance of bonds*

Debt Issue *GO Series 2022 issued by the city dated April 28, 2022 to finance water and sewer infrastructure projects*

Project *The water and sewer sustainability initiative is the first phase of a multi phase long term capital project to secure cost efficient operation, infrastructure improvements, and long-term sustainability of the citys water and sewer utilities. The initial $133 million project investment will span 5 years with completion envisioned in 2026. Water Utility projects include, but are not limited to, South Water Treatment Plant claifier conversion, water main replacements, treatment plant chemical system upgrade, and other projects. Sewer Utility projects include replacement of main line sanitary sewer segments within the city.*

Actual Bond Spend Activity in Fiscal year 2022	**January**	**February**	**March**	**April**	**May**	**June**	**July**	**August**	**September**	**October**	**November**	**December**	**Total**
Proceeds available to spend	217,329	217,329	217,329	217,329	25,003,906	25,003,906	25,003,906	25,003,906	25,003,906	25,012,393	24,999,857	24,962,332	
Revenues													
Bond Proceeds				25,382,055	-	-	-	-	-	-	-	-	25,382,055
Interest/Investment Income				-	-	-	-	-	8,487	25,354	17,704	20,856	72,401
Expenditures													
Transfer out of old proceeds	*transfer to water fund 80 for debt service*			217,329	-	-	-	-	-	-	-	-	217,329
Bond Insuance Costs				378,149									
Water/Sewer improvements				-	-	-	-	-	-	37,890	55,230	29,911	123,031
				-	-	-	-	-	-	-	-	-	-
Total Expenditures	-	-	-	595,478	-	-	-	-	-	37,890	55,230	29,911	718,509
Ending cash available	217,329	217,329	217,329	25,003,906	25,003,906	25,003,906	25,003,906	25,003,906	25,012,393	24,999,857	24,962,332	24,953,276	

Actual Bond Spend Activity in Fiscal year 2023	**January**	**February**	**March**	**April**	**May**	**June**	**July**	**August**	**September**	**October**	**November**	**December**	**Total**
Proceeds available to spend	24,953,276	24,938,010	24,958,055	24,649,948	24,721,550	24,606,889	24,535,733	24,508,866	24,431,517	24,196,405	23,958,885	23,948,967	
Revenues													
Bond Proceeds	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest/Investment Income	40,532	20,046	4,848	33,896	45,335	17,548	60,167	54,338	9,332	13,431	11,567	11,503	322,542
Gain/Loss on Investments	-	-	54,531	38,906	49,141	54,297	57,188	-	-	-	-	-	254,062
Expenditures													
Transfer out of old proceeds	-	-	-	-	-	-	-			-	-	-	-
Bond Insuance Costs	-	-	-	-	-	-	-			-	-	-	-
Misc.	-	-	-	-	-	-	12,232	-	-	4,167	-	-	16,399
Water/Sewer improvements	55,798	-	367,487	1,200	209,137	143,000	131,990	131,686	244,444	246,784	21,484	57,997	1,611,008
													-
Total Expenditures	55,798	-	367,487	1,200	209,137	143,000	144,222	131,686	244,444	250,951	21,484	57,997	1,627,407
Ending cash available	24,938,010	24,958,055	24,649,948	24,721,550	24,606,889	24,535,733	24,508,866	24,431,517	24,196,405	23,958,885	23,948,967	23,902,474	

Actual Bond Spend Activity in Fiscal year 2024	**January**	**February**	**March**	**April**	**May**	**June**	**July**	**August**	**September**	**October**	**November**	**December**	**Total**
Proceeds available to spend	23,902,474	24,020,638	24,044,589	24,111,673	18,673,109	17,968,316	18,179,847	17,734,794	16,749,077				
Revenues													
Bond Proceeds	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest/Investment Income	22,273	42,695	22,538	31,828	24,924	40,445	53,327	69,440	31,359				338,829
Gain/Loss on Investments	117,215	-	81,094	146,133	175,500	185,000	93,906	56,094	-				854,941
Expenditures													
Transfers	-	-	-	5,600,000	-	-	-	-	-				5,600,000
Bond Insuance Costs	-	-	-	-	-	-	-	-	-				-
Misc.	4,225	-	-	4,277	-	-	-	3,517	-				12,020
Water/Sewer improvements	17,099	18,744	36,548	12,247	905,218	13,914	592,286	1,107,734	202,265				2,906,054
													-
Total Expenditures	21,324	18,744	36,548	5,616,524	905,218	13,914	592,286	1,111,251	202,265	-	-	-	8,518,074
Ending cash available	24,020,638	24,044,589	24,111,673	18,673,109	17,968,316	18,179,847	17,734,794	16,749,077	16,578,171	-	-	-	

City of Decatur
City Treasurer's Financial Report
General Fund Summary

Period Ending: **Sep-24**

Month of Fiscal Year	1 Jan	2 Feb	3 Mar	4 Apr	5 May	6 Jun	7 Jul	8 Aug	9 Sep	10 Oct	11 Nov	12 Dec	Actual YTD	Revised Budget
REVENUE														
Actual	5,682,880	6,302,363	6,069,391	6,080,698	7,837,739	6,094,920	13,265,790	6,498,969	7,159,107				64,991,856	
Budget Projection	6,763,261	6,619,210	6,225,333	6,586,116	7,202,418	6,020,769	13,086,616	7,026,077	6,679,333				66,209,135	90,420,400
Vs budget in month	(1,080,381)	(316,847)	(155,942)	(505,419)	635,321	74,151	179,174	(527,108)	479,774	-	-	-		
Vs budget to date	(1,080,381)	(1,397,229)	(1,553,171)	(2,058,590)	(1,423,268)	(1,349,117)	(1,169,943)	(1,697,052)	(1,217,278)	-	-	-	(1,217,278)	
EXPENSE														
Personnel Expense														
Actual	3,793,357	5,535,667	3,750,914	3,852,594	3,882,559	3,867,469	10,351,911	5,738,100	5,291,484				46,064,054	
Budget Projection	3,960,109	5,695,291	3,960,109	4,132,140	3,960,109	3,960,109	10,207,073	6,504,274	4,684,570				47,063,785	62,910,352
Vs budget in month	(166,752)	(159,625)	(209,196)	(279,546)	(77,551)	(92,640)	144,839	(766,174)	606,914	-	-	-		70%
Vs budget to date	(166,752)	(326,376)	(535,572)	(815,119)	(892,669)	(985,310)	(840,471)	(1,606,645)	(999,731)	-	-	-	(999,731)	of GF Expense
Operating Expense														
Actual	1,855,085	3,106,574	1,713,580	2,279,678	1,552,188	1,022,572	6,302,745	1,724,515	1,518,176				21,075,114	
Budget Projection	2,137,853	1,233,053	2,230,356	1,963,985	1,584,677	1,677,410	6,564,888	1,897,723	1,517,604				20,807,550	27,271,648
Vs budget in month	(282,768)	1,873,521	(516,776)	315,693	(32,490)	(654,837)	(262,142)	(173,208)	573	-	-	-		30%
Vs budget to date	(282,768)	1,590,752	1,073,976	1,389,669	1,357,179	702,342	440,200	266,992	267,564	-	-	-	267,564	of GF Expense
TOTAL EXPENSE														
Actual	5,648,443	8,642,241	5,464,494	6,132,271	5,434,746	4,890,041	16,654,657	7,462,615	6,809,660	-	-	-	67,139,168	
Budget Projection	6,097,963	6,928,345	6,190,466	6,096,125	5,544,787	5,637,519	16,771,960	8,401,997	6,202,174	-	-	-	67,871,335	90,182,000
Vs budget in month	(449,520)	1,713,896	(725,972)	36,146	(110,041)	(747,478)	(117,303)	(939,382)	607,486	-	-	-		
Vs budget to date	(449,520)	1,264,376	538,404	574,550	464,510	(282,968)	(400,271)	(1,339,653)	(732,167)	-	-	-	(732,167)	
Surplus / (Deficit)														
Actual	34,437	(2,339,878)	604,897	(51,573)	2,402,993	1,204,879	(3,388,867)	(963,646)	349,447	-	-	-	(2,147,311)	
Budget Projection	665,298	(309,135)	34,868	489,992	1,657,631	383,251	(3,685,345)	(1,375,920)	477,159	-	-	-	(1,662,200)	238,400
Vs budget in month	(630,861)	(2,030,743)	570,029	(541,565)	745,362	821,628	296,478	412,274	(127,713)	-	-	-		
Vs budget to date	(630,861)	(2,661,604)	(2,091,575)	(2,633,140)	(1,887,778)	(1,066,150)	(769,672)	(357,399)	(485,111)	-	-	-	(485,111)	
Beginning Cash Balance	23,371,170	23,720,736	21,348,674	21,952,729	22,335,389	24,760,288	26,066,839	22,623,300	21,702,645	-	-	-		
Balance Sheet Adjustments	315,129	(32,184)	(843)	434,234	21,906	101,672	(54,672)	42,991						
Ending Cash Balance	23,720,736	21,348,674	21,952,729	22,335,389	24,760,288	26,066,839	22,623,300	21,702,645	22,052,092	-	-	-		

City of Decatur
City Treasurer's Financial Report
Revenue Tracking Schedule

Shaded revenues are not expected to receive revenue in given month.

Period Ending: Sep-24

Div		Fund	1 Jan	2 Feb	3 Mar	4 Apr	5 May	6 Jun	7 Jul	8 Aug	9 Sep	10 Oct	11 Nov	12 Dec	Actual YTD	Revised Budget	% of Budget
Memo Items																	
	GENERAL FUND																
GENERAL GOV TAXES																	
301103	PROPERTY TAX	10						-	6,578,949	225,314	1,387,459				8,191,722	12,342,429	66%
301106	MOBILE HOME PRIVELEGE TAX	10							-	-	-	-	-		-	14,000	0%
301201	STATE SALES TAX	10	1,154,986	1,212,047	1,347,918	1,112,676	1,052,789	1,225,666	1,163,113	1,259,557	1,192,779				10,721,530	14,498,000	74%
301202	TELEPHONE UTILITY TAX	10	97,646	91,030	93,389	91,487	92,439	95,386	93,218	93,093	92,082				839,769	1,217,000	69%
301203	FOOD & BEVERAGE TAX	10	365,811	304,849	325,079	369,792	351,781	383,528	394,950	359,532	367,354				3,222,677	4,571,000	71%
301204	HOTEL AND MOTEL TAX	10	69,918	70,454	64,019	106,694	120,452	132,888	117,509	117,815	120,172				919,920	1,324,000	69%
301205	LOCAL SALES TAX	10	1,093,556	1,183,212	1,261,394	1,037,938	976,409	1,137,462	1,111,286	1,241,196	1,150,401				10,192,853	13,772,000	74%
301206	AVIATION FUEL TAX	10	3,135	3,120	2,735	2,242	2,109	2,610	2,894	2,929	2,143				23,917	8,000	299%
301207	LOCAL USE TAX	10	241,131	251,921	292,406	174,994	196,738	238,999	212,527	205,092	197,869				2,011,676	3,011,000	67%
301208	AUTO RENTAL TAX	10	4,780	4,614	4,809	3,956	3,871	4,622	4,493	5,178	4,835				41,158	67,000	61%
301209	UTILITY TAX - ELECTRIC & GAS	10	-	410,027	491,881	848,133	379,750	317,704	374,376	354,321	372,023				3,548,215	5,002,000	71%
301210	VIDEO GAMING TAX	10	186,224	196,329	170,364	196,168	226,183	213,948	206,141	188,197	198,173				1,781,727	2,536,000	70%
301212	STREAMING TAX	10	-	-	-	-	-	-	-	-	-				-	200,000	0%
301302	CABLE TV TAX	10	10,413	210,193	-	9,672	204,165	-	-	195,602	-				630,045	1,031,000	61%
	Sub Total		3,227,600	3,937,795	4,053,991	3,953,752	3,606,686	3,752,812	10,259,455	4,247,828	5,085,290	-	-	-	42,125,209	59,593,429	71%
GENERAL GOVERNMENT (INTERGOV)																	
302102	LOCAL REPLACEMENT TAX	10	1,459	-	16,318	7,306	1,855	-	1,660	310	-				28,907	75,000	39%
302104	STATE REPLACEMENT TAX	10	315,936	-	186,308	166,175	401,745	-	359,465	67,047	-				1,496,676	2,524,000	59%
302105	STATE INCOME TAX	10	1,124,788	1,064,296	691,752	1,092,150	1,887,248	808,845	1,176,708	786,227	617,227				9,249,240	11,675,000	79%
302106	FEDERAL GRANTS	10	30,233	1,725	-	-	337,061	1,950	-	-	-				370,969	625,000	59%
302107	STATE GRANTS OR OTHER	10	-	-	443	-	17,950	-	53,266	50,000	34,099	-	-	-	155,758	169,000	153%
302114	POLICE OT REIMBURSEMENTS	10	334	9,248	5,301	459	4,775	6,853	1,033	3,150	10,371				41,525	87,000	0%
302121	CANNABIS TAX	10	8,898	9,891	9,955	10,575	10,137	9,212	9,391	9,329	8,683				86,070	102,000	1%
302126	OPIOID TREATMENT FUNDING	10				10,638	(10,638)	-	-	-					-	-	-
	Sub Total		1,481,648	1,085,160	910,077	1,287,302	2,650,133	826,860	1,601,522	916,063	670,380	-	-	-	11,429,145	15,257,000	75%
GEN GOVERNMENT SERVICE CHARGE																	
303607	PAYMENT IN LIEU OF TAXES	10	176,096	176,096	176,096	176,096	176,096	176,096	176,096	176,096	176,096				1,584,864	2,687,052	59%
303608	RISK & EE BENEFIT SERVICES	10	21,353	21,353	21,353	21,353	21,353	21,353	21,353	21,353	21,353				192,177	256,236	75%
303621	ADMIN SERVICES	10	208,067	208,067	208,067	208,067	208,067	208,067	208,067	208,067	208,067				1,872,603	2,496,804	75%
303622	PUBLIC WORKS SERVICES	10	136,750	136,750	136,750	136,750	136,750	136,750	136,750	136,750	136,750				1,230,750	1,641,000	75%
303626	BLDG INSPECTION SERVICES	10	10,513	10,513	10,513	10,513	10,513	10,513	10,513	10,513	10,513				94,617	126,156	75%
303628	SEWER FUND-EPA	10	33,425	33,425	33,425	33,425	33,425	33,425	33,425	33,425	33,425				300,825	401,097	75%
306700	IT SERVICES	10	29,189	29,189	29,189	29,189	29,189	29,189	29,189	29,189	29,189				262,701	350,261	75%
306707	CDBG PERSONNEL/EXP REIMB	10	2,272	84,303	16,106	73,396	22,757	2,272	19,685	8,014	24,354				253,160	430,500	59%
306751	HOME PERSONNEL/EXP REIMB	10	-	3,992	657	5,302	4,001	-	3,640	437	7,061				25,091	52,500	48%
306753	DUATS PERSONNEL/EXP REIMB	10	12,744	17,725	-	-	-	-	-	-	40,859				71,328	183,000	39%
306762	TRANSFER FROM COM. GRANTS	10	-	21,505	5,363	27,858	15,159	-	25,030	9,872	43,223				148,011	226,800	65%
	Sub Total		630,409	742,919	637,519	721,949	657,310	617,665	663,748	633,716	730,891	-	-	-	6,036,126	8,851,406	68%
GENERAL GOV LICENSES/PERMITS																	
304300	ANIMAL REGISTRATION LATE FEES	10	305	1,565	690	940	1,240	1,130	905	820	902				8,497	11,000	77%
304302	GARBAGE HAULERS	10	800	-	-	-	-	-	-	-	-				800	17,000	5%
304303	CONTRACTOR LICENSES	10	5,875	2,350	1,350	801	900	650	700	1,300	1,250				15,176	28,000	54%
304304	LIQUOR LICENSES	10	2,556	2,547	250	-	266,825	332,910	2,209	2,765	2,035				612,097	513,000	119%
304307	OTHER LICENSES	10	9,085	3,040	9,915	1,393	3,953	2,040	2,282	2,020	1,401				35,129	276,000	13%
304401	BUILDING PERMITS	10	19,848	78,183	73,999	70,720	173,428	190,167	76,432	109,931	108,165				900,873	750,000	120%
304403	STORAGE UNIT FEES	10	-	-	-	-	-	-	-	-	-				-	100,000	0%
304404	BUSINESS LICENSE FEE	10	-	-	-	-	-	-	-	-	-				-	100,000	0%
	Sub Total	10	38,469	87,685	86,204	73,854	446,346	526,897	82,528	116,836	113,753	-	-	-	1,572,572	1,795,000	88%

City of Decatur
City Treasurer's Financial Report
Revenue Tracking Schedule

Shaded revenues are not expected to receive revenue in given month.

Period Ending: Sep-24

Div		Fund	1 Jan	2 Feb	3 Mar	4 Apr	5 May	6 Jun	7 Jul	8 Aug	9 Sep	10 Oct	11 Nov	12 Dec	Actual YTD	Revised Budget	% of Budget
GENERAL GOV FINES/FEES																	
303301	ON STREET PARKING	10	2,448	261	217	639	113	397	545	2,886	3,899				11,405	5,000	228%
303302	PARKING LOT 1	10	1,278	653	1,031	1,962	676	1,325	1,698	1,362	1,046				11,030	16,000	69%
303306	PARKING LOT 10	10	1,055	167	371	532	185	553	461	345	345				4,015	7,000	57%
303308	GARAGE C	10	6,555	1,405	720	1,602	1,960	1,780	1,220	10,340	1,751				27,333	39,000	70%
303310	RESIDENTIAL PARKING	10	480	-	900	120	60	60	60	60	-				1,740	5,000	35%
303312	DOWNTOWN EMPL PARKING PERMITS	10	1,561	1,523	1,325	2,133	1,650	1,559	1,844	1,284	1,383				14,259	19,000	75%
304490	ADMIN COURT FINES	10	5,004	5,219	4,838	4,735	6,312	11,877	9,182	8,698	7,469				63,335	64,000	99%
305500	ADMINISTRATIVE COURT FEES	10	3,110	2,010	3,246	2,312	2,397	5,050	6,067	4,674	3,761				32,627	38,000	86%
305501	COURT FINES	10	11,468	13,982	14,076	14,805	12,934	16,547	8,709	11,716	13,214				117,451	200,000	59%
305502	BOOT FEE	10	35	70	140	-	-	140	70	175	105				735	3,000	25%
305503	WEED CUTTING FEES	10	4,779	2,761	2,197	2,824	4,974	2,552	5,009	4,607	2,577				32,280	56,000	58%
305505	ILLEGAL USE OF VEHICLE	10	26,350	29,025	25,710	20,500	30,500	28,750	33,500	26,000	24,000				244,335	487,000	50%
305506	OVERTIME PARKING FEES	10	6,120	4,047	4,850	4,199	3,808	7,046	6,154	7,094	7,200				50,518	92,000	55%
305507	VARIANCE AND ZONING	10	150	150	175	1,210	465	400	670	120	140				3,480	1,000	348%
305513	OTHER FINES AND FEES	10	7,989	7,595	5,450	6,890	5,696	10,318	7,582	8,699	15,359				75,578	87,000	87%
305516	PET CITATIONS	10	2,265	2,674	6,723	3,986	6,116	6,439	5,864	4,611	4,079				42,757	55,000	78%
305520	TRASH & CLEAN UP FINES	10	14,668	9,011	6,675	5,933	9,339	12,948	13,086	9,587	4,836				86,084	68,000	127%
305522	BACKGROUND CHECK FEES	10					60	500	290	360	1,160				2,370	-	-
	Sub Total		95,316	80,552	78,644	74,381	87,246	108,242	102,012	102,617	92,323	-	-	-	821,332	1,242,000	66%
INVESTMENT																	
307101	INTEREST INCOME	10	19,600	10,243	20,527	16,439	17,006	16,944	19,757	16,737	15,331				152,584	450,000	34%
307102	POOLED INTEREST	10	-	-	-	-	-	-	-	-	-				-	1,500	0%
307141	INVESTMENT INCOME	10	34,871	21,541	30,390	14,655	37,328	85,064	21,352	41,257	57,392				343,850	4,000	8596%
	Sub Total	10	54,471	31,784	50,918	31,094	54,334	102,008	41,108	57,994	72,722	-	-	-	496,434	455,500	109%
GENERAL GOV OTHER INCOME																	
303413	AMEREN FRANCHISE PAYMENTS	10	76,759	-	76,759		230,278	76,759	76,759	-	76,759				614,075	921,000	67%
303415	PROFESSIONAL STANDARDS	10	-	1,010	-		-	-	-	-	-				1,010	3,400	30%
303510	ELECTRIC AGGREGATION ADMIN	10	-	-	-		-	-	-	-	-				-	25,000	0%
308801	RENTAL OF CITY PROPERTY	10	567	567	567		567	-	-	1,725	-				3,993	-	-
308803	SALE OF OTHER PROPERTY	10	-	-	-		-	-	-	-	-				-	10,000	0%
308807	DEMOLITION PAYMENTS	10	-	-	-		-	-	-	-	-				-	83,000	0%
308810	DAMAGE TO CITY PROPERTY	10	10	10	10	38,530	10	9,833	8,753	1,524	510				59,190	43,000	138%
308814	INVENTORY REIMBURSEMENTS	10		853	-		2,097	-	0	1,111	-				4,061	-	-
308817	NOISE ORDINANCE FINES	10	-	-	390		-	-	-	-	-				390	3,000	13%
308890	REIMBURSEMENT OF EXPENSE	10	88	25	9,538		109	-	891	-	46				10,698	5,000	214%
308898	BANK RECONCILIATION ADJ	10	(0)	-	-	(305)	(31)	(579)	0	-	(0)				(916)	9,000	-10%
308899	MISCELLANEOUS INCOME	10	4,513	251,160	12,052	(157,962)	(55,884)	3,085	90,747	84,256	(50,219)				181,748	107,265	169%
	Sub Total	10	81,938	253,624	99,316	(119,737)	177,146	89,098	177,151	88,616	27,096	-	-	-	874,249	1,209,665	72%
PUBLIC SAFETY INTERGOVERNMENT																	
302403	FIRE TRAINING REIMBURSEMENT	10	-	-	-	199	-	-	39,823	-	-	-	-		40,022	61,000	66%
302404	POLICE TRAINING REIMBURSEMENT	10	-	-	66,600	-	29,600	-	-	-	-	-	-		96,200	187,000	
	Sub Total	10	-	-	66,600	199	29,600	-	39,823	-	-	-	-	-	136,222	248,000	55%
PUBLIC SAFETY TRANSFER																	
303405	SCHOOL DISTRICT REIMB	10	-	-	-					257,876	257,876				515,752	504,000	102%
310010	FIRE PROGRAMS	10	660	-	120	580	18,160	75	240	160	200				20,195	20,000	101%
	Sub Total		660	-	120	580	18,160	75	240	258,036	258,076	-	-	-	535,947	524,000	102%
PUBLIC SAFETY FINES & FEES																	
305512	FIRE & BURGLAR ALARMS	10	2,600	900	-		200	100	10,200	100	700				14,800	17,000	87%
305514	POLICE RECORDS	10	2,145	1,080	1,915	539	1,109	795	844	588	1,419				10,433	23,000	45%
308800	PUBLIC SAFETY LIFT ASSIST FEES	10	-		283		-	500	4,500	2,000	1,000				8,283	30,000	28%
	Sub Total		4,745	1,980	2,198	539	1,309	1,395	15,544	2,688	3,119	-	-	-	33,515	70,000	48%
PROPERTY TAX ROAD & BRIDGE																	
301102	ROAD & BRIDGE TAX	10	-	-	-	-	-	-	240,401	6,682	56,123			-	303,206	430,000	71%
	Sub Total		-	-	-	-	-	-	240,401	6,682	56,123	-	-	-	303,206	430,000	71%
HIGHWAYS/STREETS INTERGOVERNMENTAL																	
302401	STATE ROUTE MAINTENANCE	10	37,030	-	-		37,030	-	-	-			-	-	74,059	131,000	57%
	Sub Total		37,030	-	-	-	37,030	-	-	-	-	-	-	-	74,059	131,000	57%
303601	MFT REIMB-MSC/TRAF SIGNAL	10	30,594	29,597	46,706	37,649	58,009	33,036	33,036	58,703	34,576				361,907	550,000	66%
303606	WATER STREET CUTS	10	-	51,266	37,098	19,137	14,431	36,831	9,222	9,191	14,757				191,933	255,000	75%
	Sub Total		30,594	80,864	83,804	56,786	72,439	69,868	42,258	67,894	49,334	-	-	-	553,841	805,000	69%
	General Fund Total		**5,682,880**	**6,302,363**	**6,069,391**	**6,080,698**	**7,837,739**	**6,094,920**	**13,265,790**	**6,498,969**	**7,159,107**	**-**	**-**	**-**	**64,991,856**	**90,612,000**	72%

City of Decatur
City Treasurer's Financial Report
Revenue Tracking Schedule

Shaded revenues are not expected to receive revenue in given month.

Period Ending: Sep-24

Div	Fund	Month of Fiscal Year 1 Jan	2 Feb	3 Mar	4 Apr	5 May	6 Jun	7 Jul	8 Aug	9 Sep	10 Oct	11 Nov	12 Dec	Actual YTD	Revised Budget	% of Budget
Other Funds																
COMMUNITY GRANT	16	-	-	-	-	-	8,108	15,758	13,131	-				36,997	737,000	5%
HOME PROGRAM	17	874	2,985	3,002	6,074	4,788	795	4,529	1,113	168,239				192,398	2,603,645	7%
CDBG	18	216	112,808	401,489	110,514	24,455	21,575	137,033	14,436	95,376				917,902	4,526,030	20%
OLDE TOWNE TIF	19	942	566	1,006	780	792	1,634	718,362	19,179	281,507				1,024,769	1,168,272	88%
WABASH CROSSING TIF	21	3,248	1,825	2,729	1,614	2,972	5,276	21,126	3,351	8,550				50,690	383,000	13%
DUATS	22	33,764	73,946	125	83	133	150	52	38,121	224,751				371,123	425,750	87%
EASTGATE TIF	23	19,323	19,107	19,443	19,190	19,395	20,021	112,646	19,799	46,572				295,497	379,900	78%
SOUTHSIDE TIF	24	477	261	486	285	479	909	64,207	671	842				68,617	56,700	121%
STATE DRUG ENFORCEMENT	25	287	6,526	22,467	239	345	35,086	1,651	19,545	8,293				94,438	103,700	91%
DUI COURT FINES	26	4,187	3,089	5,812	4,377	4,230	4,939	37,775	4,267	3,485				72,162	107,600	67%
POLICE PROGRAMS/LAB	27	551	211	484	232	483	747	300	528	595				4,132	3,550	116%
PINES SHOPPING CENTER TIF	28	3,278	3,188	3,297	3,080	3,080	3,080	46,761	3,268	3,335				72,365	123,200	59%
GRAND & OAKLAND TIF	29	6,316	6,068	6,348	6,010	6,060	6,412	5,986	6,402	82,063				131,666	213,000	62%
FEDERAL DRUG ENFORCEMENT	30	265	90	296	238	230	202	5,553	223	30,083				37,179	86,000	43%
BUILDING FUND	34	50,582	67,682	51,281	79,026	50,765	51,873	50,626	50,851	51,242				503,927	671,583	75%
LIBRARY OPERATIONS	35	155,733	49,831	109,764	97,994	178,520	170,639	1,833,663	166,326	410,845				3,173,315	4,841,716	66%
BAND	36	1,173	1,089	1,162	1,106	1,168	1,281	40,377	2,461	9,248				59,063	84,892	70%
FOREIGN FIRE INSURANCE	37	1,092	452	438	446	428	355	1,740	356	344				5,651	199,880	3%
PEG PROJECTS	40	2,206	9,842	124	2,005	9,549	208	11,279	9,214	176				44,601	61,300	73%
LOCAL STREETS & ROADS	42	130,332	157,020	106,685	159,593	151,374	174,515	139,360	164,260	155,617				1,338,757	1,842,500	73%
2018 PROJECT FUND	44	-	-	-	-	-	-	-	-	-				-	204,400	0%
CAPITAL STREET PROJECTS	45	6,723	333,306	8,973	5,403	8,254	18,351	682,487	11,089	13,629				1,088,216	1,185,000	92%
MFT PROJECTS	46	354,835	241,891	263,008	897,934	284,677	270,632	284,268	314,803	683,106				3,595,154	14,542,345	25%
DEBT SERVICE	50	13,159	9,902	109,902	10,666	10,936	12,159	2,232,832	22,166	81,531				2,503,253	2,730,005	92%
LIBRARY CAPITAL	58	1,885	916	1,697	958	1,593	3,200	968	1,384	1,790				14,390	11,000	131%
LIBRARY TRUST FUNDS	59	147	4,730	380	1,084	791	134	140	84	29				7,519	30,000	25%
FLEET MAINTENANCE	60	281,828	276,690	283,015	278,463	289,456	290,167	287,039	284,166	284,144				2,554,968	3,408,945	75%
EQUIPMENT REPLACEMENT	61	3,561	519,806	3,220	24,019	45,365	2,566	1,976,718	7,905	11,228				2,594,388	2,576,811	101%
RISK MANAGEMENT	64	302,969	332,169	317,154	301,805	309,148	318,881	307,376	312,227	316,421				2,818,149	3,566,518	79%
EMPLOYEE BENEFIT	65	1,036,443	1,434,955	1,022,790	1,036,115	1,046,655	1,037,284	1,029,516	1,427,413	1,051,085				10,122,256	14,361,976	70%
PUBLIC TRANSIT	70	1,187,147	429,014	159,245	2,311,558	539,316	716,246	576,151	1,408,651	691,893				8,019,222	34,529,292	23%
FIBER OPTICS	77	7,666	6,808	7,169	8,020	7,971	8,014	9,971	6,952	7,833				70,404	109,400	64%
STORMWATER PROJECTS	78	152,072	268,854	162,871	236,893	221,234	159,184	173,291	178,691	163,086				1,716,175	2,345,656	73%
SEWER PROJECTS	79	626,646	688,949	752,119	640,564	716,020	749,443	763,737	794,545	368,144				6,100,167	7,787,000	78%
WATER	80	2,712,029	2,690,953	2,718,147	2,945,652	2,893,435	2,856,835	3,262,011	3,167,341	3,042,512				26,288,915	34,840,384	75%
WATER CAPITAL	81	47,241	3,325,388	(2,940,081)	6,617,353	34,840	237,927	26,246	212,506	41,947				7,603,366	12,664,000	60%
DCDF	82	1,718	412	2,635	-	-	-	-	-	-				4,766	-	-
COMMUNITY REVITALIZATION	84	15,866	17,826	209,307	22,916	23,278	15,929	106,297	1,365,152	152,406				1,928,977	1,310,000	147%
GRANTS	85	122,846	46,124	259,262	311,881	50,440	-	-	174,190	589,734				1,554,476	5,353,300	29%
RECYCLING	88	58,906	60,984	62,120	62,885	69,048	62,920	72,588	68,955	62,359				580,765	640,500	91%
WATER BOND FUND	89	139,488	42,695	103,632	177,961	200,424	225,445	147,233	125,534	31,359				1,193,770	564,000	212%
FIRE PENSION	90	173,854	68,629	2,516,844	2,576,849	(2,705,908)	3,150,746	3,516,451	3,894,862	2,919,892				16,112,221	14,831,835	109%
POLICE PENSION	91	196,933	(326,077)	2,999,000	3,073,126	(3,114,682)	3,797,803	4,797,381	3,496,503	3,565,525				18,485,513	14,228,635	130%
AMERICAN RESCUE PLAN	99	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CENTRAL TIF	120	-	-	-	-	-	-	-	-	-					250,000	
Grand Total Revenues		13,541,687	17,293,873	15,828,237	28,115,687	9,229,274	20,536,593	36,767,271	24,311,591	22,819,920	-	-	-	188,444,133	281,052,220	67%

City of Decatur, Macon County | home | Net Assessed Value $: 1,045,874,256 3212.1 | **Assessed Value Year** | **2023**
Property Tax Levy | City Tax Rate: 1.50910% 3212.1 | **Pay Year** | **2024**
City and TIF Districts | | **Prepared by:** | **Anthony Cooling**
Billed Tax Amounts | | Reviewed by: | Ruby James

note	Tax Levy Item	Fund	Net Assessed Value	input Tax Rate	input Tax Levy $ Amount ordinance	Collection Rate	Property Tax Receivable	input Extension $ Amount	Property Tax Deferred	Allowance for Uncollectable	Billed $ Amount certified
	General Obligation Bond Debt	50	1,045,874,256	0.05615%	587,181	99.10%	587,258	587,258	581,973	5,285	587,258
	General Purpose	10	1,045,874,256	0.00000%		99.10%	0	0	0	0	0
	Fire Pension	10	1,045,874,256	0.58597%	6,128,479	99.10%	6,128,510	6,128,510	6,073,353	55,157	6,128,510
	Police Pension	10	1,045,874,256	0.56650%	5,924,839	99.10%	5,924,878	5,924,878	5,871,554	53,324	5,924,878
	City Library	35	1,045,874,256	0.29378%	3,072,539	99.10%	3,072,570	3,072,570	3,044,917	27,653	3,072,570
	Municipal Band	36	1,045,874,256	0.00670%	70,000	99.10%	70,074	70,074	69,443	631	70,074
	Public Transit	70			15,783,038.00		15,783,290.00		15,641,240		
	xxxxx	xx									
	Total City		1,045,874,256	1.50910%	31,566,076.00			15,783,290.00			15,783,290.00
			xx	xx	xx			Fund 10 Totals	11,944,908	108,480	12,053,388

TIF District (tax code district)		input AV Increment Value	input Tax Rate	AV Increment $ Amount submitted	Collection Rate	Property Tax Receivable	input Extension $ Amount	Property Tax Deferred	Allowance for Uncollectable	Billed $ Amount certified
ZTF3 Pines TIF (4062)	28	781,248	11.15959%	85,000	98.80%	87,184	87,184	86,138	1,046	87,184
ZTF5 Olde Towne TIF (4555)	19	11,326,813	12.84521%	1,162,772	98.80%	1,454,953	1,454,953	1,437,494	17,459	1,454,953
ZTF6 Near North (Wabash) TIF (4455)	21	3,531,077	10.89875%	355,000	98.80%	384,843	384,843	380,225	4,618	384,843
ZTF8 Eastgate TIF (9543)	23	1,684,970	9.64031%	161,000	98.80%	162,436	162,436	160,487	1,949	162,436
ZTF0 Grand & Oakland (4062)	29	1,361,874	11.09878%	141,000	98.80%	151,151	151,151	149,338	1,814	151,151
ZTFA SS Redevelopment (xxxx)	24	517,439	14.75607%	54,000	98.80%	76,354	76,354	75,437	916	76,354
Redevelopment TIF		19,203,421		1,958,772.00		2,316,921.90	2,316,921.90	2,289,118.84		2,316,921.90
		xx		xx			xx			xx
Total Property Tax Levy				33,524,848.00			18,100,211.90			18,100,211.90

City of Decatur, Macon County
Property Tax Levy
City and TIF Districts
Tax Collections

home

Assessed Value Year 2023
Pay Year 2024
In Process

Tax Levy Item	Fund	Billed $ Amount	99.0% Collection Rate	Expected Collection $ Amount	input Distribution 1 7/22/2024	input Distribution 2 8/16/2024	input Distribution 3 9/18/2024	input Distribution 4 xx/xx/2024	input Distribution 5 xx/xx/2024	input Distribution 6 xx/xx/2024	input Distribution 7 xx/xx/2024	Total Distribution	Expected Account Receivable $ Amount	Actual Collection Rate
GO Bond Debt	50	587,258.45	99.0%	581,386.00	320,536.66	10,977.29	67,599.72				-	399,113.67	182,272.33	68.0%
General Purpose	10	0.01	99.0%	-	0.12	(0.01)	-				-	0.11	-	1100.0%
Fire Pension	10	6,128,510.00	99.0%	6,067,225.00	3,345,047.49	114,560.24	705,450.29				-	4,165,058.02	1,902,166.98	68.0%
Police Pension	10	5,924,878.26	99.0%	5,865,629.00	3,233,900.94	110,753.92	682,008.97				-	4,026,663.83	1,838,965.17	68.0%
City Library	35	3,072,569.70	99.0%	3,041,844.00	1,677,061.41	57,435.62	353,681.26				-	2,088,178.29	953,665.71	68.0%
Municipal Band	36	70,073.58	99.0%	69,373.00	38,245.69	1,309.85	8,065.95				-	47,621.49	21,751.51	68.0%
Mass Transit												-	-	
												-	-	
Total City		15,783,290.00		15,625,457.00	8,614,792.31	295,036.91	1,816,806.19	-	-	-	-	10,726,635.41	4,898,821.70	68.0%
											City Collection Rate:	68.0%		
ZTF3 Pines (4062)	28	87,184.10	100.0%	87,184.00	43,592.03	-	-			-	-	43,592.03	43,591.97	50.0%
ZTF5 Olde Towne (4555)	19	1,454,953.11	98.0%	1,425,854.00	717,146.29	17,031.98	278,420.34			-	-	1,012,598.61	413,255.39	69.6%
ZTF6 Near North (4455)	21	384,843.26	100.0%	384,843.00	18,987.84	-	4,308.66			-	-	23,296.50	361,546.50	6.1%
ZTF8 Eastgate (9543)	23	162,436.33	100.0%	162,436.00	93,267.75	-	26,414.60			-	-	119,682.35	42,753.65	73.7%
ZTF0 Grand/Oakland (xxxx)	29	151,151.43	100.0%	151,151.00	75,456.12	227.31	165.95			-	-	75,849.38	75,301.62	50.2%
ZTFA Southside (xxxx)	24	76,353.67	100.0%	76,354.00	63,790.62	-	-			-	-	63,790.62	12,563.38	83.5%
xxxxx	xx	-	0.0%	-						-	-	-	0	-
Redevelopment TIF		2,316,921.90		2,287,822.00	1,012,240.65	17,259.29	309,309.55	-	-	-	-	1,338,809.49	949,012.51	57.8%
											City Collection Rate:	57.8%		
Total Property Tax Levy		18,100,211.90		17,913,279.00	9,627,032.96	312,296.20	2,126,115.74	-	-	-	-	12,065,444.90	5,847,834.21	66.7%
				City Collection Rate:	xx	xx	xx	xx	xx	xx	xx	66.7%		

Note(s)

Footnote (Not a part of City Tax Levy)		input Distribution 1 7/22/2024	input Distribution 2 8/16/2024	input Distribution 3 9/18/2024	input Distribution 4 10/18/2023	input Distribution 5 xx/xx/2024	input Distribution 6 xx/xx/2024	input Distribution 7 xx/xx/2024	Total Distribution
Decatur Road & Bridge Tax Distribution	10-0831-301102	240,400.60	6,682.34					-	247,082.94
Total County Distribution to Civil City		8,855,192.91	301,719.25	1,816,806.19	-	-	-	-	10,973,718.35
		xx	xx	xx	xx	xx	xx	xx	
Footnote (Not a part of City Tax Levy)									
Decatur Mobile Home Privilege Tax Distribution	10-0231-301106	-	-				-	-	-
Distribution to City including TIF & Mobile Home		9,867,433.56	318,978.54	2,126,115.74	-	-	-	-	12,312,527.84
		xx	xxxxx	xx	xx	xx	xx	xx	

test s/b "0"
-

GO Bond Debt	50-43500-301103	10,977.29	ZTF3 Pines TIF (4062)	28-43281-301103	43,592.03
General Purpose	10-0231-301103	(0.01)	ZTF5 Olde Towne TIF (4555)	19-45190-301103	717,146.29
Fire Pension	10-0231-301103	114,560.24	ZTF6 Near North TIF (4455)	21-43210-301103	18,987.84
Police Pension	10-0231-301103	110,753.92	ZTF8 Eastgate TIF (9543)	23-43230-301103	93,267.75
City Library	35-59350-301103	57,435.62	ZTF0 Grand & Oakland (xx)	29-43291-301103	75,456.12
Municipal Band	36-43360-301103	1,309.85	ZTFA SS Redevelopment (xx)	24-43241-301103	63,790.62
			xxxxx	xx	-

reonciliation of receipts and recording		
agree w/row 18	295,036.91	ok
agree w/row 27	1,012,240.65	ok
agree w/row 43	240,400.60	ok
agree w/row 48	-	ok
test s/b "0"	(8,319,755.40)	

Prepared By:
Office of the City Treasurer

City of Decatur **Sep-24**
City Treasurer's Financial Report
Expenditure Tracking

Div		Fund	1 Jan	2 Feb	3 Mar	4 Apr	5 May	6 Jun	7 Jul	8 Aug	9 Sep	10 Oct	11 Nov	12 Dec	Actual YTD	Original Budget	Revised Budget	YTD % of Budget
Month of Fiscal Year																		
General Government																		
010	LEGISLATIVE	10	3,291	14,743	3,189	4,647	3,292	5,685	4,050	4,930	3,071				46,897	83,073	83,073	56%
015	EXECUTIVE	10	76,449	90,290	60,400	89,072	146,598	66,762	69,679	94,579	66,179				760,009	805,181	805,181	94%
016	HUMAN RESOURCES	10	49,062	71,116	54,066	60,773	80,638	51,614	70,473	73,969	67,841				579,552	740,439	740,439	78%
017	INFORMATION TECHNOLOGIES	10	165,347	195,933	255,318	403,756	179,066	108,433	131,888	305,067	194,403				1,939,210	2,458,671	2,458,671	79%
018	DATA & COMMUNICATIONS	10	32,807	49,319	28,620	42,588	44,691	49,983	63,492	47,320	32,252				391,071	544,831	544,831	72%
020	LEGAL	10	103,274	96,973	80,369	75,812	87,782	79,580	86,836	107,706	74,181				792,513	1,177,617	1,177,617	67%
035	FINANCE	10	144,813	244,173	164,423	181,076	168,767	122,120	119,891	186,764	124,961				1,456,988	2,030,729	2,030,729	72%
037	PURCHASING	10	23,487	24,897	22,333	17,314	15,039	15,373	15,514	22,681	16,181				172,818	209,381	209,381	83%
038	CIVIC CENTER	10	40,630	27,740	68,041	63,123	33,983	25,330	54,856	25,800	58,934				398,437	787,980	787,980	51%
039	CITY GENERAL ADMINISTATIVE	10	715,590	1,356,555	120,193	76,426	186,658	43,845	4,595,933	188,358	89,204				7,372,763	7,822,961	7,822,961	94%
040	CENTRAL BUSINESS DISTRICT	10	44,433	27,466	45,939	31,291	48,755	33,966	44,797	40,745	62,212				379,604	285,000	285,000	133%
	Sub Total		1,399,182	2,199,203	902,891	1,045,877	995,270	602,691	5,257,410	1,097,918	789,419	-	-	-	14,289,862	16,945,863	16,945,863	84%
Community & Economic Development Services																		
050	PLANNING & SUSTAINABILITY	10	58,945	49,603	43,913	44,234	44,302	40,891	48,532	82,869	59,358				472,647	713,403	713,403	66%
052	BUILDING INSPECTIONS	10	73,387	102,747	114,398	71,298	70,785	71,100	70,976	103,854	69,362				747,907	937,622	937,622	80%
053	NEIGHBORHOOD INSPECTIONS	10	84,866	118,021	73,114	80,732	146,188	168,352	175,213	243,643	188,365				1,278,494	1,767,062	1,767,062	72%
054	REVITALIZATION & HOUSING	10	63,943	76,101	69,209	49,977	59,389	61,618	62,229	110,680	97,468				650,614	785,991	785,991	83%
055	ECONOMIC DEVELOPMENT	10	70,166	199	23,027	73,948	85	-	-	39,292	8,869				215,584	305,900	305,900	70%
	Sub Total		351,308	346,670	323,661	320,189	320,748	341,960	356,950	580,337	423,423	-	-	-	3,365,246	4,509,978	4,509,978	75%
Public Safety																		
065	POLICE	10	1,960,039	3,254,129	2,155,122	2,500,477	1,929,011	1,962,055	5,519,644	2,738,866	2,666,990				24,686,334	33,962,177	33,962,177	73%
070	FIRE	10	1,234,205	1,849,502	1,311,288	1,412,015	1,401,248	1,251,465	4,735,486	1,917,561	2,115,390				17,228,161	24,068,069	24,068,069	72%
	Sub Total		3,194,244	5,103,632	3,466,411	3,912,492	3,330,259	3,213,521	10,255,130	4,656,427	4,782,381	-	-	-	41,914,496	58,030,246	58,030,246	72%
Public Works																		
080	PUBLIC WORKS ADMIN	10	25,845	44,596	29,961	33,375	34,906	35,349	32,123	43,774	35,676				315,604	437,280	437,280	72%
082	ENGINEERING	10	100,620	154,492	102,899	99,326	103,062	100,054	111,394	145,856	103,128				1,020,831	1,481,280	1,481,280	69%
083	MUNICIPAL SERVICES	10	347,437	503,885	358,166	357,841	353,854	354,964	361,345	521,933	357,440				3,516,864	5,302,119	5,302,119	66%
084	STREETS	10	90,920	99,489	105,098	98,557	97,596	104,402	94,994	97,661	116,830				905,548	1,345,767	1,345,767	67%
086	TRAFFIC & PARKING	10	106,322	145,176	132,477	210,004	146,776	83,114	141,406	269,920	149,151				1,384,347	1,706,709	1,706,709	81%
088	LAND & BUILDING MGMT	10	32,565	45,099	42,931	54,609	52,275	53,987	43,904	48,789	52,213				426,370	852,758	852,758	50%
	Sub Total		703,708	992,737	771,532	853,713	788,469	731,869	785,167	1,127,933	814,437	-	-	-	7,569,565	11,125,913	11,125,913	68%
	General Fund Expenditure Total		5,648,443	8,642,241	5,464,494	6,132,271	5,434,746	4,890,041	16,654,657	7,462,615	6,809,660	-	-	-	67,139,168	90,612,000	90,612,000	74%
Community & Economic Development																		
16	COMMUNITY GRANT	16	-	-	-	7,733	5,044	-	9,195	27,463	13,728				63,163	705,800	705,800	9%
17	HOME PROGRAM	17	-	4,004	711	5,311	4,012	5	3,647	4,745	262,637				285,072	2,539,416	2,539,416	11%
18	CDBG PROGRAM	18	74,588	413,888	19,143	116,583	31,240	27,658	131,556	20,914	104,186				939,757	4,623,718	4,623,718	20%
22	DUATS	22	34,627	46,523	2,184	2,122	5,555	24,907	4,195	52,407	89,005				261,524	435,780	435,780	60%
70	PUBLIC TRANSIT	70	218,292	1,585,564	903,792	991,760	841,471	848,912	957,363	893,114	783,303				8,023,571	30,497,405	30,497,405	26%
82	DCDF	82	468	112	176,860	-	-	-	-	-	-				177,440	172,045	172,045	103%
84	COMMUNITY REVITALIZATION	84	423,479	1,218,730	248,005	605,190	848,721	1,512,239	387,857	1,965,625	451,131				7,660,978	7,285,000	7,285,000	105%
88	RECYCLING	88	44,567	91,360	44,132	61,303	59,232	81,820	58,941	63,821	60,677				565,852	787,956	787,956	72%
	Sub Total		796,020	3,360,181	1,394,827	1,790,001	1,795,275	2,495,542	1,552,754	3,028,090	1,764,668	-	-	-	17,977,357	47,047,120	47,047,120	38%
Redevelopment & TIF																		
19	OLDE TOWNE TIF	19	-	-	-	-	48,693	-	-	-	-	-	-	-	48,693	1,087,000	1,087,000	4%
21	WABASH CROSSING TIF	21	-	2,763	663	-	-	-	-	-	-	-	-	-	3,425	1,045,000	1,045,000	0%
23	EASTGATE TIF	23	-	-	-	-	-	-	-	-	-	-	-	-	-	350,000	350,000	0%
24	SOUTHSIDE TIF	24	-	-	-	-	-	-	-	-	-	-	-	-	-	51,103	51,103	0%
28	PINES SHOPPING CENTER TIF	28	-	-	-	133,790	-	-	-	-	-	-	-	-	133,790	114,000	114,000	117%
29	GRAND & OAKLAND TIF	29	-	-	-	181,453	-	-	-	-	-	-	-	-	181,453	175,000	175,000	104%
120	CENTRAL TIF	120	-	44,464	1,535	-	-	875	2,160	-	-				49,034	250,000	250,000	
	Sub Total		-	47,227	2,198	315,243	48,693	875	2,160	-	-	-	-	-	416,395	3,072,103	3,072,103	14%

City of Decatur **Sep-24**
City Treasurer's Financial Report
Expenditure Tracking

Div		Fund	1 Jan	2 Feb	3 Mar	4 Apr	5 May	6 Jun	7 Jul	8 Aug	9 Sep	10 Oct	11 Nov	12 Dec	Actual YTD	Original Budget	Revised Budget	YTD % of Budget
Public Safety																		
25	STATE DRUG ACTIVITIES	25	2,666	26,539	18,500	1,738	17,151	-	15,008	51,171	150				132,923	95,000	95,000	140%
26	DUI COURT FINES	26	1,002	2,548	7,730	8,980	3,824	5,306	1,801	37,345	2,445				70,979	107,500	107,500	66%
27	POLICE PROGRAMS/LAB	27	-	-	-	-	-	539	-	-	-				539	8,500	8,500	6%
30	FEDERAL DRUG ENFORCEMENT	30	2,325	3,097	-	345	2,859	11,252	-	-	-				19,878	85,000	85,000	23%
37	FOREIGN FIRE INSURANCE	37	5,405	7,328	11,887	16,150	9,411	12,670	9,024	6,920	2,187				80,982	198,880	198,880	41%
	Sub Total		11,397	39,511	38,117	27,213	33,245	29,768	25,834	95,435	4,781	-	-	-	305,301	494,880	494,880	62%
Debt Service																		
50	DEBT SERVICE PAYMENTS	50	-	1,339,938	-	-	2,650	58,315	-	205,688	500	-	-	-	1,607,090	2,717,154	2,717,154	59%
	Sub Total		-	1,339,938	-	-	2,650	58,315	-	205,688	500	-	-	-	1,607,090	2,717,154	2,717,154	59%
Public Works																		
42	LOCAL MFT PROJECTS	42	130,511	11,765	2,000	7,673	46,361	-	23,127	113,947	111,819				447,204	2,235,529	2,235,529	20%
44	2018 PROJECT FUND	44	8,175	-	-	150,995	-	-	-	-	-				159,170	223,669	223,669	71%
45	CAPITAL PROJECTS	45	5,000	359,485	16,726	17,611	391,644	19,246	406,729	629,657	140,642				1,986,740	6,004,519	6,004,519	33%
46	STATE MFT PROJECTS	46	440,590	94,376	47,177	32,541	1,011,678	235,211	373,833	408,856	1,489,246				4,133,509	18,358,871	18,358,871	23%
60	FLEET OPERATIONS	60	141,870	301,523	208,650	199,899	209,337	259,410	201,863	347,873	204,408				2,074,832	3,162,104	3,162,104	66%
61	EQUIPMENT REPLACEMENT	61	68,444	175,916	439,216	14,995	332,451	59,469	751,343	194,439	476,730				2,513,003	3,795,799	3,795,799	66%
78	STORM WATER PROJECTS	78	79,536	131,201	80,089	78,217	175,665	65,898	86,709	62,940	76,445				836,702	2,148,156	2,148,156	39%
79	SEWER PROJECTS	79	547,876	737,892	302,026	638,610	714,901	857,055	817,640	735,131	577,708				5,928,840	11,421,025	11,421,025	52%
	Sub Total		1,422,003	1,812,159	1,095,883	1,140,542	2,882,038	1,496,289	2,661,244	2,492,844	3,076,998	-	-	-	18,079,999	47,349,672	47,349,672	38%
Library																		
35	LIBRARY OPERATIONS	35	284,964	485,841	339,892	341,222	337,878	326,745	376,820	430,351	373,448				3,297,161	4,739,984	4,739,984	70%
58	LIBRARY CAPITAL PROJECTS	58	-	54,230	3,000	-	1,922	63,845	359,416	1,300	-				483,713	500,000	500,000	97%
59	LIBRARY TRUST FUNDS	59	-	1,831	201	2,322	7,099	2,267	3,466	3,808	4,874				25,868	75,000	75,000	34%
	Sub Total		284,964	541,902	343,093	343,544	346,899	392,857	739,703	435,459	378,322	-	-	-	3,806,742	5,314,984	5,314,984	72%
Internal Service and Other																		
34	BUILDING FUND	34	117,532	73,221	40,371	40,921	48,223	75,714	49,382	62,399	53,817				561,581	747,428	747,428	75%
36	BAND	36	2,855	533	533	533	6,944	15,117	28,526	35,714	533				91,288	93,001	93,001	98%
40	PEG CAPITAL PROGRAMMING	40	842	2,762	13,196	860	2,741	22,115	6,345	867	870				50,600	60,660	60,660	83%
64	RISK MANAGEMENT	64	55,869	128,082	28,766	108,711	264,713	20,640	311,024	252,752	21,171				1,191,729	3,557,261	3,557,261	34%
65	BENEFIT INSURANCE	65	1,092,051	1,062,926	1,133,493	1,112,667	928,237	1,011,119	164,262	1,540,495	1,141,524				9,186,775	14,414,224	14,414,224	64%
77	FIBER OPTICS	77	5,233	14,033	11,521	2,233	17,646	4,733	5,233	5,233	19,331				85,196	607,663	607,663	14%
85	GRANT FUND	85	-	355,434	169,979	-	360,331	-	849,088	244,639	389,582				2,369,052	5,212,000	5,212,000	45%
99	AMERICAN RESCUE PLAN	99	50,595	(50,595)	6,592	(6,592)	-	-		-	-				-	437,000	437,000	0%
	Sub Total		1,324,977	1,586,396	1,404,451	1,259,333	1,628,836	1,149,438	1,413,860	2,142,099	1,626,829	-	-	-	13,536,221	25,129,237	25,129,237	54%
Water Utility																		
80	WATER UTILITY	80	1,207,520	13,730,357	(1,586,490)	1,243,822	1,414,976	1,847,982	1,458,522	4,560,214	1,426,958				25,303,861	38,960,268	38,960,268	65%
81	WATER CAPITAL	81	389,507	617,842	99,044	406,266	63,246	640,050	167,417	339,343	348,932				3,071,648	12,501,542	12,501,542	25%
86	WATER RESERVE	86	-	-	-	-	-	-	-	-	-				-	-	-	-
89	2022 BOND FUND	89	21,324	18,744	36,548	5,616,524	905,218	13,914	592,286	1,111,251	202,265				8,518,074	11,996,658	11,996,658	71%
	Sub Total		1,618,351	14,366,943	(1,450,898)	7,266,613	2,383,439	2,501,946	2,218,226	6,010,808	1,978,155	-	-	-	36,893,582	63,458,468	63,458,468	58%
Fudiciary Trust & Agency																		
90	FIRE PENSION	90	821,208	819,097	817,612	837,812	846,399	853,654	835,319	876,696	849,211				7,557,008	9,860,396	9,860,396	77%
91	POLICE PENSION	91	967,489	990,257	982,635	1,001,049	1,127,198	1,200,470	982,364	988,704	991,374				9,231,539	11,644,032	11,644,032	79%
	Sub Total		1,788,697	1,809,354	1,800,246	1,838,861	1,973,597	2,054,123	1,817,683	1,865,400	1,840,585	-	-	-	16,788,546	21,504,428	21,504,428	78%
	Grand Total Expenditures		12,894,852	33,545,851	10,092,411	20,113,622	16,529,418	15,069,194	27,086,119	23,738,436	17,480,497	-	-	-	176,550,401	306,700,047	306,700,047	58%

City of Decatur home

Water Utility Financial Report

Key Metrics

Sep-24

Current Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year
Water Bill Count													
Original Bills													
Residential	28,260	25,693	24,511	27,833	27,488	23,847	28,982	26,533	23,806				236,953
Industrial	30	30	30	30	30	30	30	30	30				270
Commercial	2,781	2,589	2,438	2,874	2,769	2,377	2,961	2,672	2,383				23,844
Total	31,071	28,312	26,979	30,737	30,287	26,254	31,973	29,235	26,219	-	-	-	261,067
Delinquent Bills													
Residential	8,084	7,525	6,981	7,713	8,245	6,814	7,589	8,369	7,070				68,390
Industrial	426	-	-	-	-	-	-	-	-				426
Commercial	-	406	399	439	461	416	445	477	427				3,470
Total	8,510	7,931	7,380	8,152	8,706	7,230	8,034	8,846	7,497	-	-	-	72,286
Total Bill Count	39,581	36,243	34,359	38,889	38,993	33,484	40,007	38,081	33,716	-	-	-	333,353
Cubit Feet Consumption Billed													
Residential	11,720,126	11,275,137	9,421,328	11,184,127	11,338,855	10,711,472	14,299,726	12,342,855	10,938,804				103,232,430
Industrial	35,671,234	37,822,224	38,317,859	42,950,552	41,059,734	42,277,307	45,150,755	42,246,840	42,838,966				368,335,471
Commercial	9,294,639	10,624,499	9,030,487	10,697,102	10,393,216	11,141,782	14,408,355	13,270,290	12,557,009				101,417,379
Total	56,685,999	59,721,860	56,769,674	64,831,781	62,791,805	64,130,561	73,858,836	67,859,985	66,334,779	-	-	-	572,985,280
Water Shut Offs	665	702	720	755	719	692	780	871	824				6,728
Customer Service Telephone Calls	5,096	4,602	4,270	5,089	5,133	4,483	5,257	5,577	4,857				44,364
Water Billed $													
Residential	798,585	754,163	652,315	766,784	779,679	741,641	967,803	845,088	752,300				$ 7,058,359
Industrial	1,099,425	1,153,979	1,161,864	1,281,566	1,227,377	1,301,791	1,379,618	1,301,698	1,318,373				$ 11,225,691
Commercial	561,719	600,856	525,703	618,649	611,606	626,975	788,163	727,266	682,059				$ 5,742,995
Total	$ 2,459,729	$ 2,508,998	$ 2,339,882	$ 2,666,999	$ 2,618,662	$ 2,670,407	$ 3,135,584	$ 2,874,052	$ 2,752,732	$ -	$ -	$ -	$ 24,027,045
Penalty $													$ -
Total Billed	$ 2,459,729	$ 2,508,998	$ 2,339,882	$ 2,666,999	$ 2,618,662	$ 2,670,407	$ 3,135,584	$ 2,874,052	$ 2,752,732	$ -	$ -	$ -	$ 24,027,045
Raw Water Gallonage Billed													
Gallons	441,830,000	382,650,000	399,820,000	406,570,000	401,380,000	412,220,000	410,690,000	420,870,000	417,890,000				3,693,920,000
$ Billed	146,422	126,810	132,500	134,737	133,017	140,979	140,456	143,938	142,918				$ 1,241,779
Water Billed vs Cash Receipts													
Billed $	2,620,602	2,650,751	2,486,730	2,815,932	2,766,381	2,823,800	3,292,201	3,036,910	2,910,484				$ 25,403,791
Cash Revenue $	2,649,090	2,609,314	2,643,097	2,741,865	2,773,894	2,747,477	3,144,603	3,132,436	3,005,003				$ 25,446,780
% Cash to Billed	101%	98%	106%	97%	100%	97%	96%	103%	103%	-	-	-	100.2%

Fiscal Year 2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year
Water Bill Count													
Original Bills													
Residential	26,045	24,570	29,767	23,486	27,914	27,623	24,806	28,452	25,046	26,432	26,415	25,588	316,144
Industrial	30	30	30	30	30	30	30	30	30	30	30	30	360
Commercial	2,641	2,459	2,980	2,327	2,848	2,736	2,543	2,825	2,533	2,661	2,662	2,636	31,851
Total	28,716	27,059	32,777	25,843	30,792	30,389	27,379	31,307	27,609	29,123	29,107	28,254	348,355
Delinquent Bills													
Residential	7,399	6,442	7,841	7,395	8,062	8,390	7,378	8,297	7,205	8,602	7,653	7,214	91,878
Industrial	-	-	1	-	-	-	-	3	1	4	4	2	15
Commercial	452	365	412	440	442	468	436	489	432	419	453	398	5,206
Total	7,851	6,807	8,254	7,835	8,504	8,858	7,814	8,789	7,638	9,025	8,110	7,614	97,099
Total Bill Count	36,567	33,866	41,031	33,678	39,296	39,247	35,193	40,096	35,247	38,148	37,217	35,868	445,454
Cubit Feet Consumption Billed													
Residential	11,188,618	10,200,018	11,145,560	9,392,331	11,660,439	14,027,948	12,792,379	14,091,977	12,162,833	11,877,691	11,091,527	10,232,413	139,863,734
Industrial	41,752,330	45,530,232	39,297,719	42,569,239	40,161,288	41,341,662	42,100,688	42,836,883	44,869,880	34,398,294	40,699,068	36,801,920	492,359,203
Commercial	9,746,511	9,514,979	9,436,568	9,120,088	10,929,619	12,302,395	13,594,330	13,876,283	12,946,508	11,911,327	11,055,514	9,344,780	133,778,902
Total	62,687,459	65,245,229	59,879,847	61,081,658	62,751,346	67,672,005	68,487,397	70,805,143	69,979,221	58,187,312	62,846,109	56,379,113	766,001,839
Water Shut Offs	397	578	624	533	634	650	634	808	666	772	676	643	7,615
Customer Service Telephone Calls	4,761	4,507	5,297	5,109	5,247	5,019	4,899	5,385	4,741	5,093	4,864	4,430	59,352
Water Billed $													
Residential	708,003	655,213	731,925	610,259	759,666	913,072	832,153	919,911	797,501	793,273	753,332	709,430	$ 9,183,737
Industrial	1,180,971	1,274,432	1,120,980	1,205,209	1,149,778	1,247,274	1,268,502	1,286,198	1,335,848	1,068,491	1,233,022	1,131,330	$ 14,502,036
Commercial	528,986	512,087	537,369	495,104	599,953	668,554	701,348	734,623	687,941	651,868	622,979	553,134	$ 7,293,945
Total	$ 2,417,959	$ 2,441,732	$ 2,390,274	$ 2,310,573	$ 2,509,397	$ 2,828,900	$ 2,802,002	$ 2,940,731	$ 2,821,290	$ 2,513,632	$ 2,609,333	$ 2,393,893	$ 30,979,717
Penalty $	$ 12,660	$ 12,183	$ 28,499	11,727	13,408	14,964	16,539	17,272	15,545	$ 17,110	$ 48,310	$ 43,529	$ 251,745
Total Billed	$ 2,430,619	$ 2,453,914	$ 2,418,774	$ 2,322,300	$ 2,522,805	$ 2,843,863	$ 2,818,541	$ 2,958,003	$ 2,836,835	$ 2,530,743	$ 2,657,643	$ 2,437,422	$ 31,231,463
Raw Water Gallonage Billed													
Gallons (000)	417,880	430,520	384,500	411,830	424,110	451,820	486,370	482,310	407,220	440,770	410,810	447,970	5,196,110
$ Billed	130,629	134,580	120,195	128,738	132,577	149,733	161,183	159,838	134,952	146,071	136,142	148,457	$ 1,683,095
Water Billed vs Cash Receipts													
Billed $	2,561,248	2,588,495	2,538,233	2,451,038	2,655,382	2,993,596	2,979,724	3,117,841	2,971,781	2,676,814	2,793,785	2,585,880	$ 32,913,818
Cash Revenue $	2,618,861	2,624,376	2,556,057	2,435,294	2,689,707	2,751,289	3,022,893	3,160,336	2,943,570	2,756,312	2,775,594	2,613,860	$ 32,948,149
% Cash to Billed	102%	101%	101%	99%	101%	92%	101%	101%	99%	103%	99%	101%	100.1%

City of Decatur
Treasurer's Financial Report
Headcount Staffing Level

Period Ending: **Sep-24**

	Budget	Current Year Staffing Levels											
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Full Time Staffing													
City Manager's Office & City Clerk	4	4	4	4	4	4	4	4	4	4	-	-	-
Data & Communications	3	3	3	3	3	3	3	3	3	3	-	-	-
Transit	10	11	11	11	11	11	11	11	11	11	-	-	-
Facilties	2	1	1	1	1	1	1	1	1	1	-	-	-
Finance/Purchasing/Water Cust. Serv.	24	22	23	23	23	22	21	23	22	25	-	-	-
Human Resources	4	4	4	4	4	4	4	4	4	4	-	-	-
Information Technology	9	9	9	9	9	10	10	10	10	10	-	-	-
Legal	7	6	7	7	7	7	7	7	7	7	-	-	-
Economic & Community Dev	27	24	25	25	25	25	25	26	24	25	-	-	-
Public Safety	269	255	253	253	250	254	252	254	257	263	-	-	-
Public Works	116	106	110	110	109	108	106	109	110	111	-	-	-
Total Full Time	475	445	450	450	446	449	444	452	453	464	-	-	-
Part Time Staffing													
City Manager's Office	-	2	1	1	1	1	1	1	1	1			
Transit	-	-	-	-	-	-	-	-	-				
City Council - Legislative	7	7	7	7	7	7	7	7	7	7			
Finance and Purchasing	-	2	2	2	2	1	2	2	2	2			
Human Resources	-	-	-	-	-	-	-	-	-	-			
Information Technology	-	1	1	1	1	1	1	1	1	1			
Legal	-	-	-	-	-	-	-	-	-	-			
Economic & Community Dev	-	1	1	1	1	1	2	2	1	1			
Police	-	2	2	2	2	2	2	2	2	2			
Fire	-	1	1	1	1	2	2	2	2	2			
Public Works	-	-	-	1	2	14	13	13	6	1			
Total Temporary	7	16	15	16	17	29	30	30	22	17	-	-	-
Total City Staff Headcount	482	461	465	466	463	478	474	482	475	481	-	-	-

Note: *Above report includes all City Staff, Full Time and Temporary W-2 EE's*

City of Decatur
Treasurer's Financial Report
Headcount Staffing Level

Period Ending: **Sep-24**

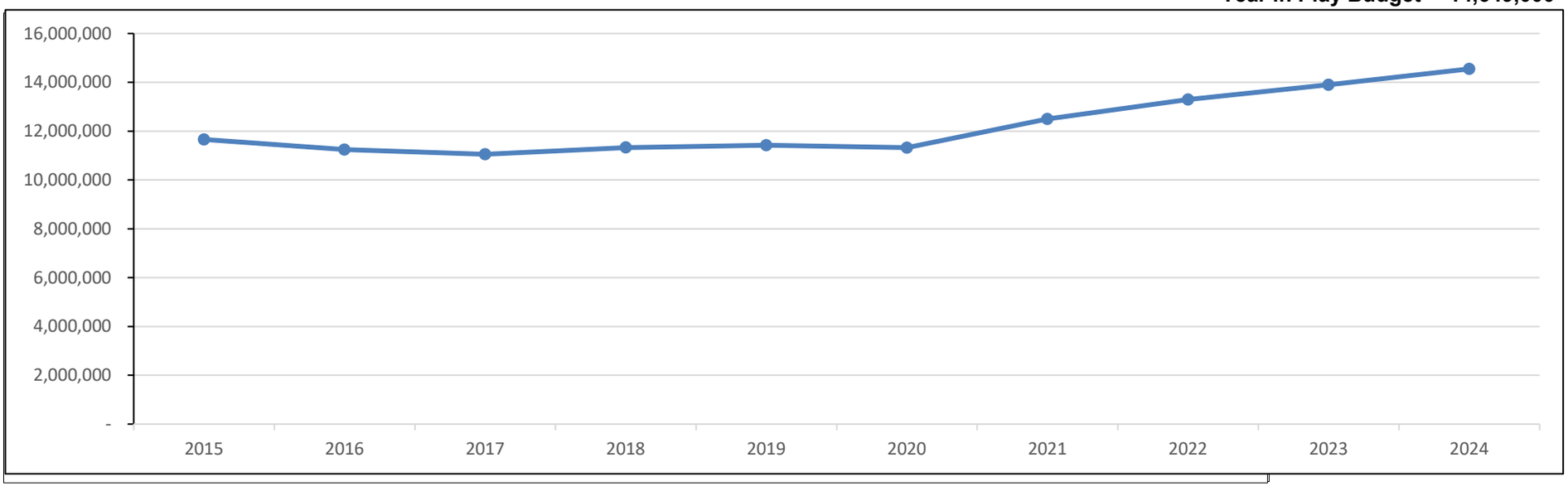
	Budget	Current Year Staffing Levels											
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Full Time Staff													
Executive													
City Manager's Office & City Clerk	4	4	4	4	4	4	4	4	4	4			
Data & Communications	3	3	3	3	3	3	3	3	3	3			
Total	7	7	7	7	7	7	7	7	7	7	-	-	-
Transit													
Transit	10	11	11	11	11	11	11	11	11	11			
Facilites	2	1	1	1	1	1	1	1	1	1			
Total	12	12	12	12	12	12	12	12	12	12	-	-	-
Finance													
Finance & Risk Mgmt	15	14	14	14	14	13	12	14	13	16			
Purchasing	2	1	2	2	2	2	2	2	2	2			
Utility Customer Service	7	7	7	7	7	7	7	7	7	7			
Total	24	22	23	23	23	22	21	23	22	25	-	-	-
Human Resources	4	4	4	4	4	4	4	4	4	4			
Information Technology	9	9	9	9	9	10	10	10	10	10			
Legal	7	6	7	7	7	7	7	7	7	7			
Economic & Community Devel													
Economic & Community Dev.	5	3	4	4	4	4	4	5	4	5			
Building Inspections	7	7	7	7	7	7	7	7	7	7			
Neighborhood Inspection	9	8	8	8	8	8	8	8	7	7			
Neighborhood Outreach	6	6	6	6	6	6	6	6	6	6			
Total	27	24	25	25	25	25	25	26	24	25	-	-	-
Public Safety													
Fire	108	106	105	105	103	102	102	102	101	108			
Police	161	149	148	148	147	152	150	152	156	155			
Total	269	255	253	253	250	254	252	254	257	263	-	-	-
Public Works													
PW Engineering Division	12	12	12	12	11	11	10	10	11	11			
Fleet Maintenance Division	8	8	8	8	8	8	8	8	8	8			
PW Municipal Services	46	43	44	44	43	42	43	45	45	45			
PW Administration	2	2	2	2	2	2	2	2	2	3			
Water Administration	3	2	2	2	1	1	1	1	2	3			
Water Lake Services	7	6	6	6	7	7	6	7	7	7			
Water Production South Plant	15	14	14	14	15	15	15	15	15	14			
Water Services Distribution	23	19	22	22	22	22	21	21	20	20			
Total	116	106	110	110	109	108	106	109	110	111	-	-	-
Total City Staffing	475	445	450	450	446	449	444	452	453	464	-	-	-
General Fund staffing	400	383	385	385	380	383	380	387	388	398	-	-	-
Other Fund staffing	63	50	53	53	54	54	52	53	53	54	-	-	-
Total staffing	463	433	438	438	434	437	432	440	441	452	-	-	-

Note: Above report includes all Full Time W-2 EE's

STATE SALES TAX

Home

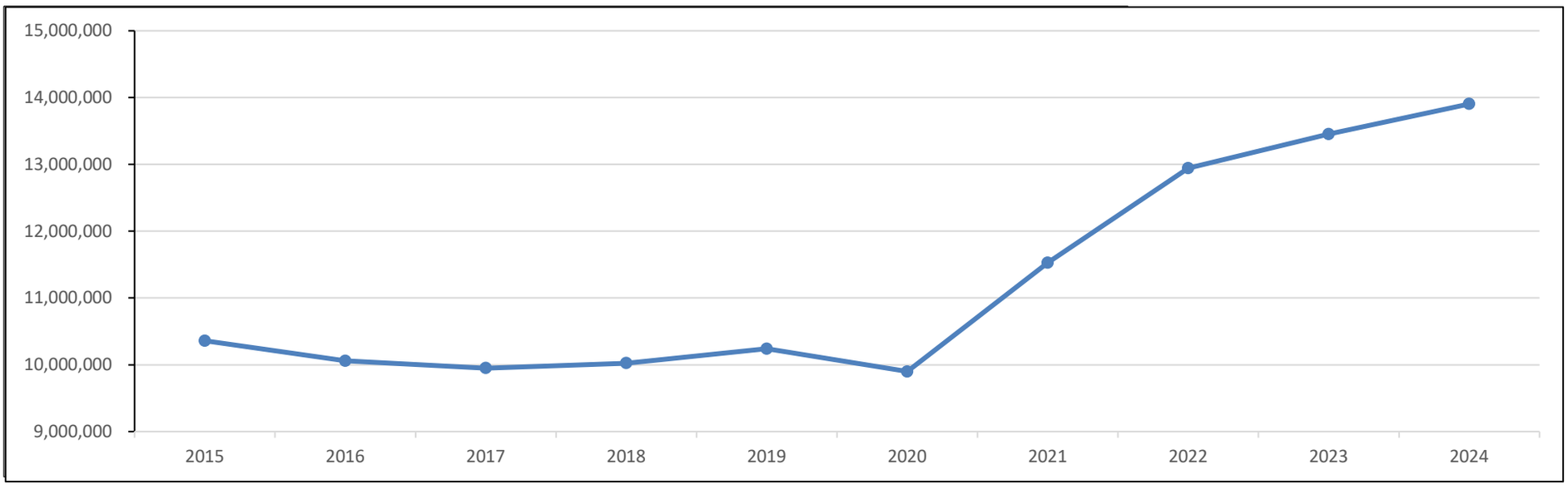
MONTH	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
JANUARY	963,009	946,811	902,833	882,653	984,872	984,354	936,318	1,033,684	1,168,660	1,167,816
FEBRUARY	941,678	904,631	899,838	917,921	935,303	955,006	882,140	1,075,306	1,127,485	1,224,877
MARCH	1,120,789	1,119,498	1,107,270	1,088,364	1,093,971	1,112,877	1,115,773	1,269,776	1,289,943	1,360,748
APRIL	857,417	824,458	789,769	840,607	801,923	850,408	909,469	938,656	1,033,077	1,125,506
MAY	877,404	867,538	837,972	819,180	845,440	849,934	864,919	913,545	1,002,240	1,065,619
JUNE	978,888	940,736	957,693	978,292	975,295	909,787	1,179,406	1,149,425	1,144,522	1,238,496
JULY	944,686	887,325	906,452	942,693	968,093	858,962	1,082,746	1,135,529	1,152,092	1,175,943
AUGUST	992,900	943,818	935,012	1,010,708	1,011,477	945,270	1,201,374	1,182,257	1,222,864	1,272,387
SEPTEMBER	1,006,626	994,684	953,644	978,357	930,277	972,693	1,113,247	1,207,478	1,200,298	1,205,609
OCTOBER	991,641	933,239	891,372	943,494	979,187	974,990	1,069,252	1,042,274	1,154,653	1,204,457
NOVEMBER	1,003,087	962,595	934,414	991,142	967,297	940,548	1,087,116	1,178,594	1,242,689	1,297,322
DECEMBER	976,633	916,175	935,863	935,419	930,430	967,339	1,058,332	1,166,847	1,159,563	1,209,593
TOTALS	**11,654,760**	**11,241,506**	**11,052,132**	**11,328,832**	**11,423,564**	**11,322,169**	**12,500,091**	**13,293,370**	**13,898,087**	**14,548,372**
									Year in Play Budget	**14,649,000**



Schedule presents total State Sales Tax Revenue - revenue is recorded in General, Southeast TIF, Eastgate TIF, Pines TIF and Grand/Oakland TIF funds w/ TIF agreements

LOCAL SALES TAX

MONTH	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
JANUARY	889,089	848,993	818,066	807,770	892,334	880,608	840,697	1,006,392	1,157,380	1,108,301
FEBRUARY	863,243	833,995	838,995	837,288	864,722	856,677	781,469	1,041,267	1,134,252	1,197,957
MARCH	1,000,115	1,036,321	995,383	959,353	963,236	960,429	992,288	1,201,515	1,246,328	1,276,139
APRIL	739,805	703,472	702,734	712,309	698,869	734,157	813,655	858,286	954,992	1,052,683
MAY	764,685	744,767	729,878	716,975	739,341	727,854	776,379	858,911	947,436	991,154
JUNE	832,374	840,488	855,602	852,317	858,115	765,429	1,102,858	1,112,269	1,063,989	1,152,207
JULY	833,551	791,839	814,658	807,532	860,421	735,614	1,046,496	1,094,284	1,106,303	1,126,031
AUGUST	906,467	867,107	877,154	909,719	920,833	834,535	1,045,456	1,170,493	1,174,733	1,255,941
SEPTEMBER	911,765	904,129	852,928	890,655	873,345	873,669	1,046,584	1,169,467	1,162,413	1,165,146
OCTOBER	875,986	822,711	779,788	836,215	868,200	865,615	1,013,580	1,099,159	1,103,324	1,130,535
NOVEMBER	882,605	854,078	835,747	866,834	875,836	819,660	1,048,702	1,201,140	1,299,459	1,318,917
DECEMBER	860,119	810,233	849,336	827,137	824,656	845,741	1,018,861	1,130,587	1,102,031	1,129,130
TOTALS	**10,359,805**	**10,058,133**	**9,950,270**	**10,024,104**	**10,239,908**	**9,899,988**	**11,527,023**	**12,943,770**	**13,452,640**	**13,904,140**
									Year in Play Budget	**13,942,000**

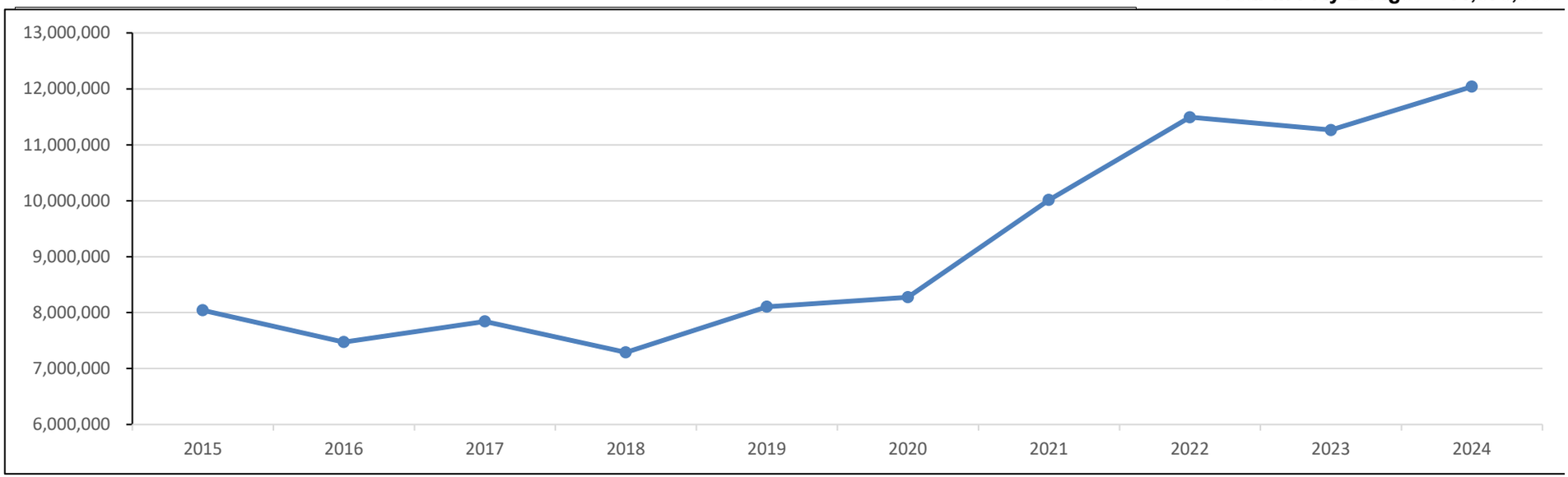


Schedule presents total State Sales Tax Revenue - revenue is recorded in General, Southeast TIF, Eastgate TIF, Pines TIF and Grand/Oakland TIF funds w/ TIF agreements

State imposed 2% collection fee commenced 09/2017; 1.5% fee effective w SFY19

STATE INCOME TAX

MONTH	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
JANUARY	852,700	912,628	851,716	578,461	631,574	696,621	807,110	960,878	1,049,580	1,124,788
FEBRUARY	-	-	-	837,319	759,834	717,710	853,298	1,198,126	1,037,782	1,064,296
MARCH	620,094	751,474	1,411,585	420,941	457,518	533,688	588,089	519,319	614,640	691,752
APRIL	925,184	822,346	-	646,373	734,870	783,855	937,702	1,109,452	989,236	1,092,150
MAY	403,609	476,082	396,235	1,044,019	1,528,635	767,466	1,280,911	2,238,522	1,696,424	1,887,248
JUNE	824,784	1,774,951	764,129	482,298	477,387	475,376	1,123,868	657,580	795,466	808,845
JULY	1,364,531	-	1,547,903	652,113	713,920	754,878	1,008,212	1,110,107	1,059,801	1,176,708
AUGUST	566,667	496,310	698,009	478,694	511,760	1,032,080	566,126	571,768	696,542	786,227
SEPTEMBER	1,263,519	1,120,799	727,037	467,186	452,932	584,790	597,861	621,357	632,222	617,227
OCTOBER	-	-	599,068	726,093	808,115	846,827	1,086,453	1,137,578	1,222,083	1,266,705
NOVEMBER	441,918	450,551	450,852	522,953	527,420	572,208	622,816	720,354	823,188	853,245
DECEMBER	776,691	665,793	396,923	433,456	498,389	506,596	539,685	646,330	646,766	670,381
TOTALS	**8,039,696**	**7,470,934**	**7,843,458**	**7,289,905**	**8,102,353**	**8,272,095**	**10,012,130**	**11,491,369**	**11,263,730**	**12,039,570**
									Year in Play Budget	**11,675,000**

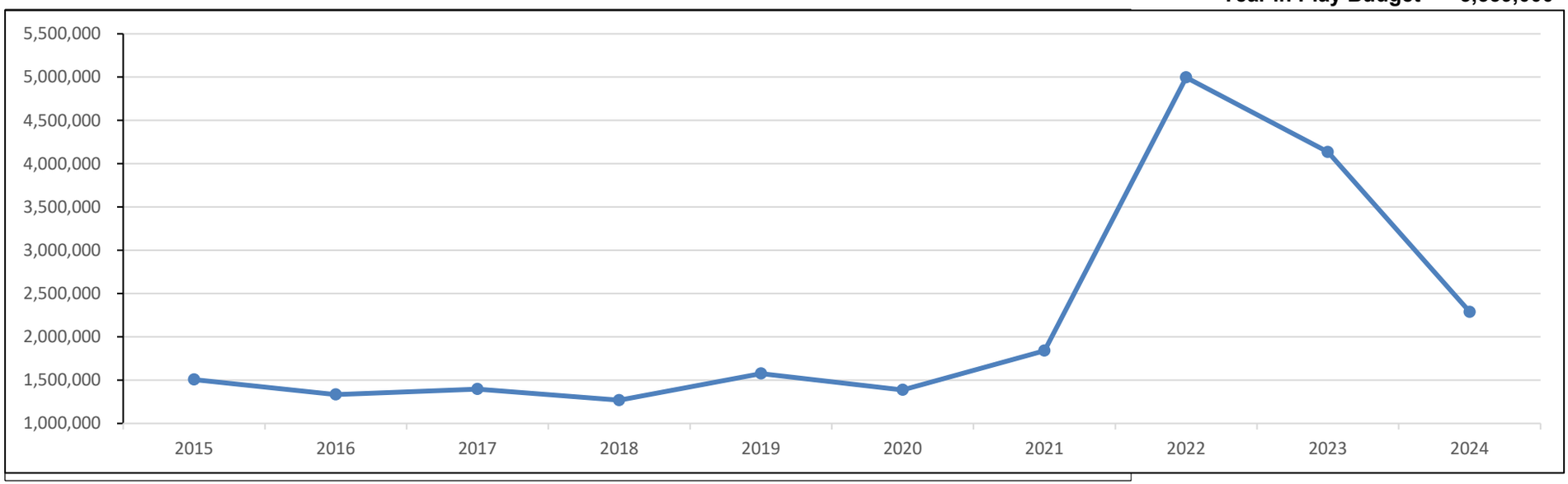


Schedule presents State LGDF distribution

State LGDF 10% distribution reduction commenced w SFY18 August 2017 distribution; distribution reduction of 5% effective for SFY19 and to present

PERSONAL PROPERTY REPLACEMENT TAX

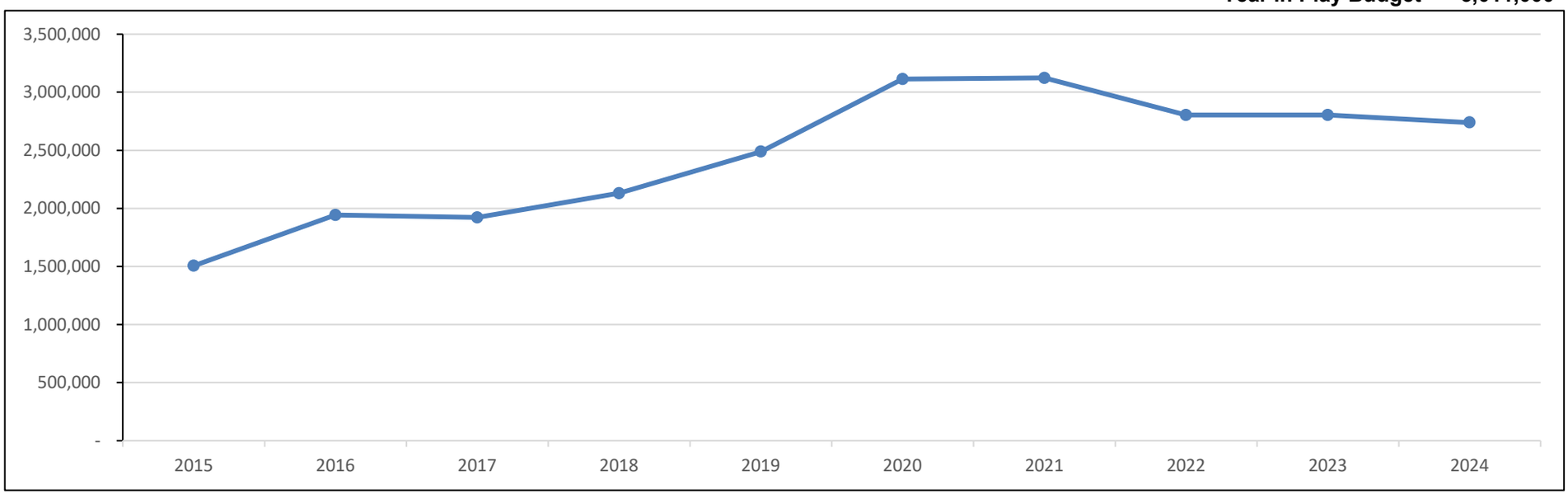
MONTH	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
JANUARY	202,878	195,051	217,463	143,616	153,006	226,930	238,599	489,253	699,404	410,703
FEBRUARY	717	-	-	-	-	-	-	-	-	-
MARCH	70,137	83,788	147,880	132,622	67,368	45,114	86,205	654,576	386,908	257,650
APRIL	364,335	271,921	352,780	260,085	301,619	311,508	402,800	743,040	551,668	173,481
MAY	293,618	219,695	227,189	269,213	365,884	199,155	519,099	997,471	893,076	403,600
JUNE	2,501	12,343	-	-	3,173	-	-	3,546	-	-
JULY	238,695	239,680	239,384	206,222	217,352	206,917	378,262	718,801	719,448	467,288
AUGUST	32,169	27,902	10,712	20,842	26,075	152,903	48,103	82,065	116,408	67,357
SEPTEMBER	2,356	4,554	-	-	-	-	26,897	21,828	-	-
OCTOBER	239,950	218,004	160,071	190,221	376,967	193,839	2,246	968,179	598,448	369,320
NOVEMBER	-	1,876	-	-	1,332	-	6,015	-	-	-
DECEMBER	58,604	58,514	42,179	46,033	62,824	50,168	131,241	317,059	170,202	139,503
TOTALS	**1,505,959**	**1,333,328**	**1,397,658**	**1,268,855**	**1,575,600**	**1,386,533**	**1,839,468**	**4,995,818**	**4,135,561**	**2,288,900**
									Year in Play Budget	**3,339,000**



Schedule presents State distribution of PPRT. Recorded by City in city general fund (77.2%) and city library fund (22.8%) in accordance with state statutes

LOCAL USE TAX

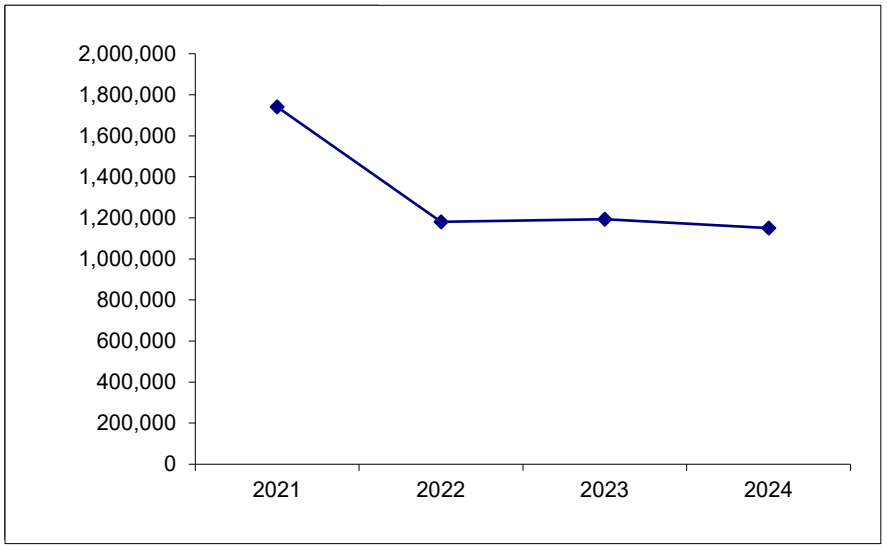
MONTH	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
JANUARY	136,569	295,435	159,854	166,257	205,607	244,618	301,148	215,409	253,475	241,131
FEBRUARY	129,837	146,086	155,199	192,590	227,498	229,171	320,911	253,062	267,197	251,921
MARCH	196,801	208,903	241,170	243,593	275,101	314,455	452,845	320,769	323,206	292,406
APRIL	69,628	128,350	139,319	145,000	159,583	217,745	222,022	212,726	226,274	174,994
MAY	135,902	130,832	131,114	149,116	183,842	189,224	197,971	205,377	208,488	196,738
JUNE	143,287	153,738	170,503	180,080	208,996	240,704	253,092	240,875	257,890	238,999
JULY	140,649	149,743	146,418	157,169	197,817	254,820	229,947	192,903	215,778	212,527
AUGUST	133,971	145,710	147,521	171,381	198,672	283,392	211,651	219,932	213,410	205,092
SEPTEMBER	-	164,340	156,033	183,541	201,970	286,103	241,230	248,103	160,202	197,869
OCTOBER	-	130,791	149,381	178,049	207,636	289,306	224,653	216,541	225,763	242,473
NOVEMBER	-	142,584	158,864	169,331	198,926	275,488	237,138	224,900	214,136	229,985
DECEMBER	419,237	146,571	167,420	194,248	222,795	287,411	231,030	252,890	237,674	255,266
TOTALS	**1,505,880**	**1,943,083**	**1,922,796**	**2,130,355**	**2,488,443**	**3,112,435**	**3,123,637**	**2,803,488**	**2,803,492**	**2,739,401**
									Year in Play Budget	**3,011,000**



Schedule presents State distribution of Use Tax.

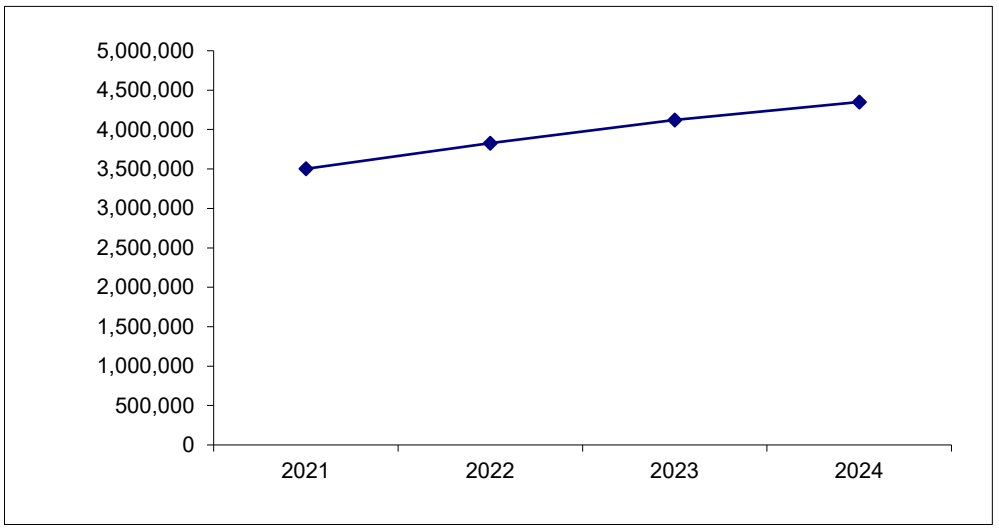
LOCAL TELEPHONE UTILITY TAX

MONTH	2021	2022	2023	2024
JANUARY	585,430	99,599	100,718	97,646
FEBRUARY	105,214	94,273	101,222	91,030
MARCH	97,810	97,801	121,496	93,389
APRIL	91,598	95,983	107,186	91,487
MAY	97,948	94,162	89,187	92,439
JUNE	129,008	97,606	93,766	95,386
JULY	101,474	95,378	89,855	93,218
AUGUST	111,428	98,967	94,549	93,093
SEPTEMBER	108,598	87,617	91,316	92,082
OCTOBER	103,735	116,632	91,984	93,744
NOVEMBER	105,524	99,450	114,953	117,152
DECEMBER	102,715	103,560	97,923	99,796
TOTALS	**1,740,483**	**1,181,029**	**1,194,155**	**1,150,462**
			Current Budget	**1,217,000**



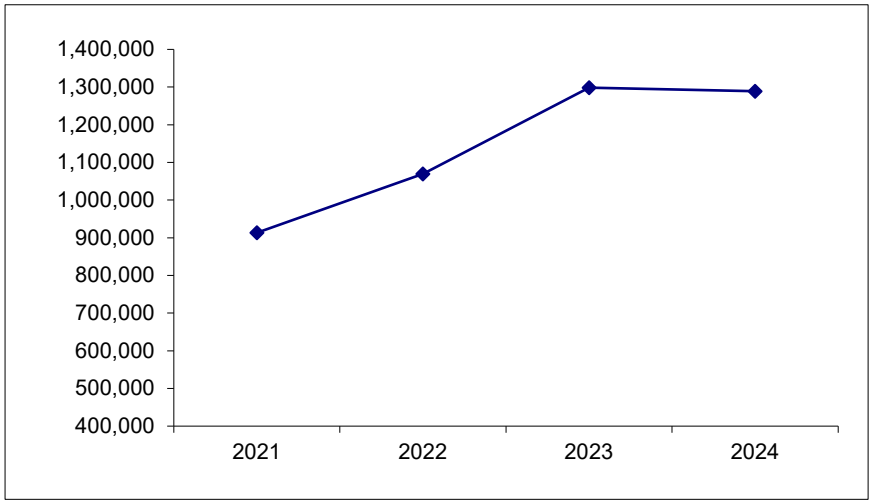
LOCAL FOOD & BEVERAGE TAX

MONTH	2021	2022	2023	2024
JANUARY	259,733	325,939	349,168	365,811
FEBRUARY	237,003	268,346	310,308	304,849
MARCH	251,710	254,687	314,152	325,079
APRIL	316,741	328,645	344,283	369,792
MAY	302,025	320,770	356,811	351,781
JUNE	314,701	345,385	348,084	383,528
JULY	295,357	338,253	362,797	394,950
AUGUST	307,177	344,233	361,840	359,532
SEPTEMBER	345,458	318,028	356,626	367,354
OCTOBER	112,289	326,439	336,711	373,541
NOVEMBER	460,845	323,232	343,975	381,599
DECEMBER	299,194	333,647	335,562	372,266
TOTALS	**3,502,233**	**3,827,604**	**4,120,318**	**4,350,083**
			Current Budget	**4,571,000**



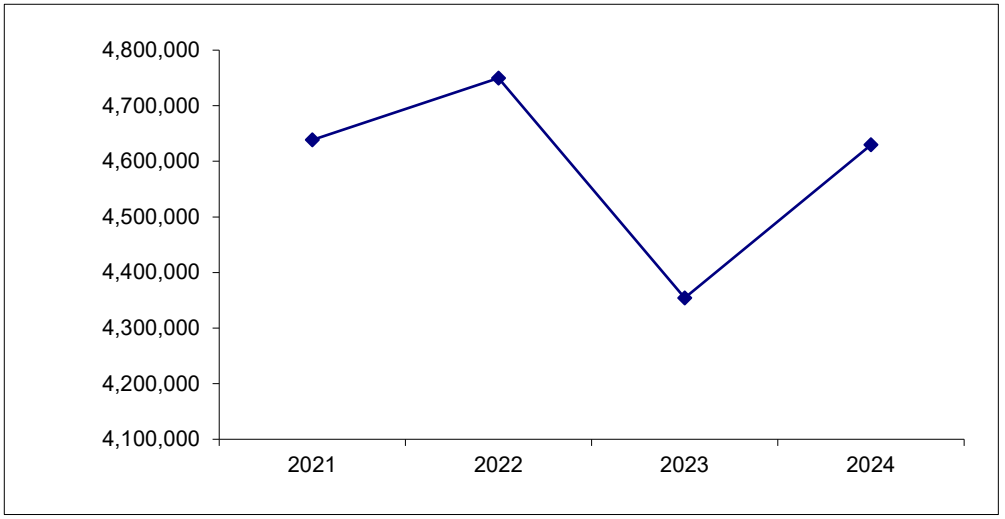
LOCAL HOTEL & MOTEL TAX

MONTH	2021	2022	2023	2024
JANUARY	45,696	62,215	71,531	69,918
FEBRUARY	38,938	70,247	89,816	70,454
MARCH	46,068	65,323	74,851	64,019
APRIL	61,645	76,916	111,415	106,694
MAY	64,188	76,544	78,123	120,452
JUNE	80,612	95,446	114,607	132,888
JULY	82,463	104,261	112,386	117,509
AUGUST	96,057	91,208	124,206	117,815
SEPTEMBER	132,160	114,943	159,762	120,172
OCTOBER	39,548	101,643	142,033	144,833
NOVEMBER	147,855	120,882	116,698	118,999
DECEMBER	78,023	89,647	102,974	105,004
TOTALS	**913,254**	**1,069,274**	**1,298,403**	**1,288,755**
			Current Budget	**1,324,000**



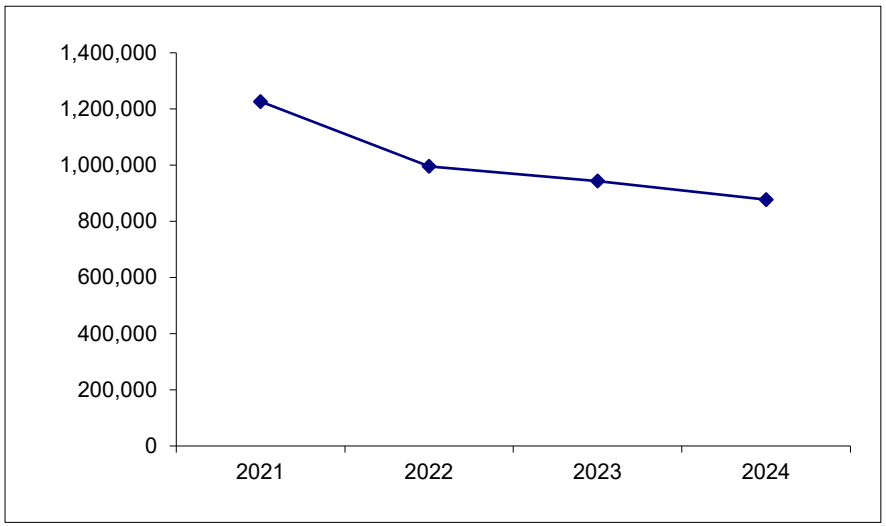
LOCAL UTILITY TAX (GAS & ELECTRIC)

MONTH	2021	2022	2023	2024
JANUARY	387,338	451,232	494,772	-
FEBRUARY	-	-	511,814	410,027
MARCH	964,355	1,170,976	459,507	491,881
APRIL	406,775	453,756	411,867	848,133
MAY	369,203	376,488	357,677	379,750
JUNE	348,848	327,903	307,264	317,704
JULY	338,442	311,731	273,044	374,376
AUGUST	338,344	323,917	277,163	354,321
SEPTEMBER	375,057	323,685	319,748	372,023
OCTOBER	372,509	316,968	310,248	356,401
NOVEMBER	324,568	318,048	291,359	334,703
DECEMBER	413,270	375,073	339,785	390,332
TOTALS	**4,638,709**	**4,749,776**	**4,354,248**	**4,629,652**
			Current Budget	**5,002,000**



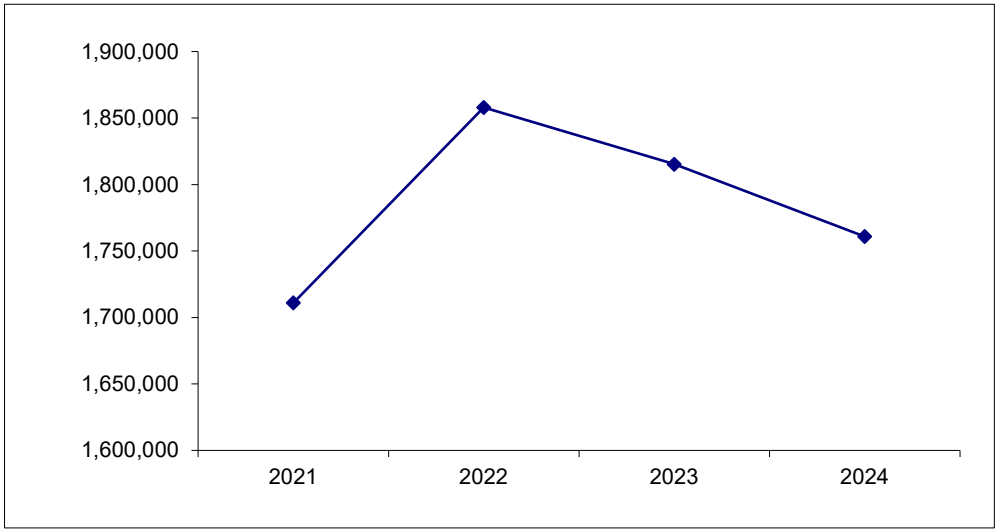
LOCAL CABLE TV TAX

MONTH	2021	2022	2023	2024
JANUARY	115,677	13,687	11,674	10,413
FEBRUARY	248,600	235,066	228,468	210,193
MARCH	-	-	-	-
APRIL	14,722	12,982	-	9,672
MAY	238,382	245,500	241,582	204,165
JUNE	-	-	-	-
JULY	-	-	10,736	-
AUGUST	252,130	254,979	224,680	195,602
SEPTEMBER	-	-	-	-
OCTOBER	-	-	10,312	11,272
NOVEMBER	254,330	233,712	215,736	235,821
DECEMBER	102,715	-	-	-
TOTALS	**1,226,555**	**995,925**	**943,187**	**877,138**
			Current Budget	**1,031,000**



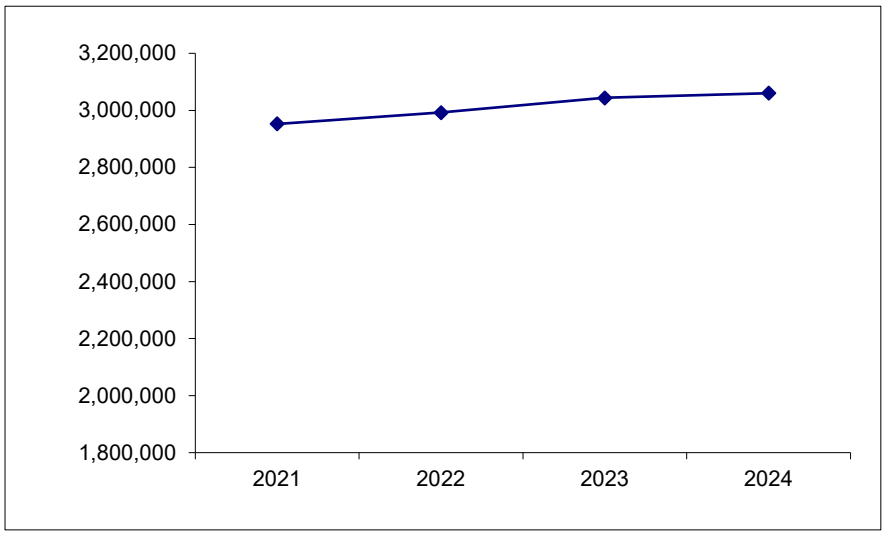
LOCAL MOTOR FUEL TAX

MONTH	2021	2022	2023	2024
JANUARY	137,973	155,334	154,093	127,282
FEBRUARY	116,174	146,251	142,970	155,267
MARCH	137,669	125,153	138,333	106,685
APRIL	141,621	142,456	150,252	157,234
MAY	143,395	147,235	147,736	147,473
JUNE	146,898	162,643	163,482	166,102
JULY	145,659	164,199	168,250	135,720
AUGUST	150,514	166,136	151,650	158,490
SEPTEMBER	151,331	173,019	154,583	148,184
OCTOBER	52,940	162,198	148,377	152,833
NOVEMBER	239,007	162,085	149,939	152,833
DECEMBER	147,717	151,229	145,591	152,833
TOTALS	**1,710,898**	**1,857,939**	**1,815,258**	**1,760,939**
			Current Budget	**1,834,000**



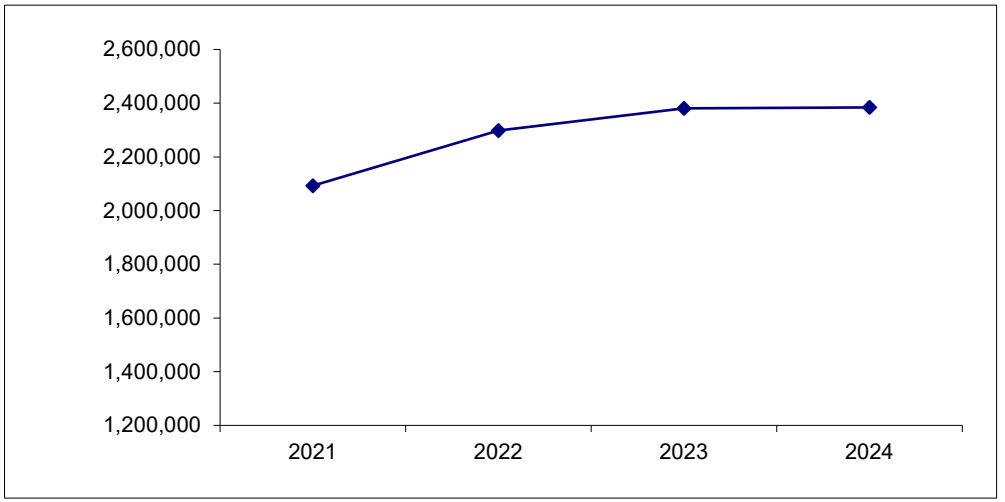
STATE MOTOR FUEL TAX

MONTH	2021	2022	2023	2024
JANUARY	252,696	283,072	275,250	275,245
FEBRUARY	220,266	258,944	220,663	235,090
MARCH	208,011	178,756	225,950	263,008
APRIL	215,526	253,405	219,333	230,465
MAY	250,786	255,437	250,551	253,637
JUNE	248,729	256,227	254,697	246,458
JULY	255,517	265,264	264,536	270,657
AUGUST	253,309	259,754	251,674	267,644
SEPTEMBER	274,663	249,395	262,001	284,706
OCTOBER	263,188	252,007	277,605	244,417
NOVEMBER	242,427	239,391	249,118	244,417
DECEMBER	267,134	240,655	292,462	244,417
TOTALS	**2,952,253**	**2,992,307**	**3,043,839**	**3,060,159**
			Current Budget	**2,933,000**



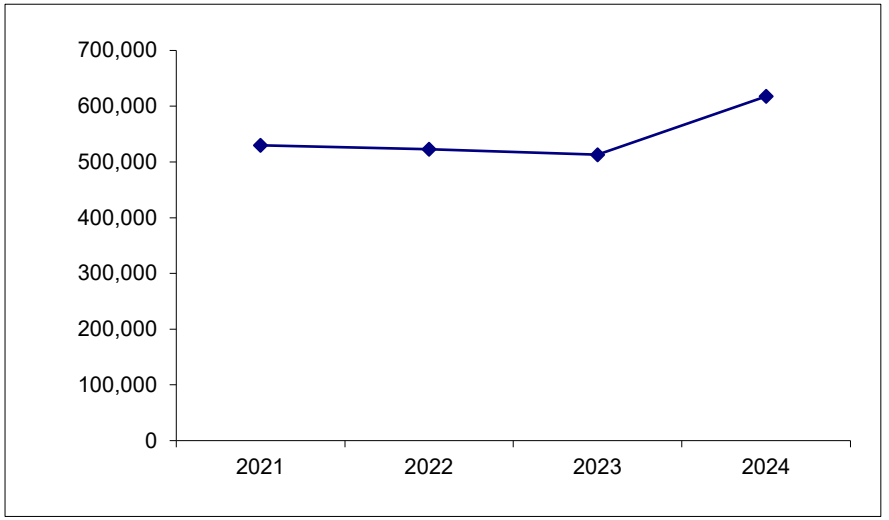
STATE VIDEO GAMING TAX

MONTH	2021	2022	2023	2024
JANUARY	85,531	186,950	187,712	186,224
FEBRUARY	-	194,055	194,632	196,329
MARCH	85,407	165,854	192,027	170,364
APRIL	176,056	170,074	196,183	196,168
MAY	257,275	230,570	233,599	226,183
JUNE	244,343	217,794	208,034	213,948
JULY	223,954	197,376	214,828	206,141
AUGUST	208,113	183,024	191,592	188,197
SEPTEMBER	217,309	190,168	196,948	198,173
OCTOBER	203,717	182,080	188,283	200,519
NOVEMBER	196,248	191,184	190,493	202,872
DECEMBER	194,733	189,255	186,923	199,071
TOTALS	**2,092,686**	**2,298,383**	**2,381,255**	**2,384,188**
			Current Budget	**2,536,000**



LOCAL LIQUOR LICENSE FEE

MONTH	2021	2022	2023	2024
JANUARY	3,989	-	-	2,556
FEBRUARY	-	6,010	250	2,547
MARCH	2,459	702	3,677	250
APRIL	2,018	-	100	-
MAY	194,556	288,825	143,125	266,825
JUNE	312,435	217,825	330,921	332,910
JULY	-	3,280	26,953	2,209
AUGUST	6,600	200	2,055	2,765
SEPTEMBER	3,593	600	400	2,035
OCTOBER	100	150	2,665	2,665
NOVEMBER	-	3,093	-	-
DECEMBER	3,807	1,914	2,900	2,900
TOTALS	**529,556**	**522,599**	**513,047**	**617,662**
			Current Budget	**513,000**



DATE: 10/11/2024

MEMO: 2024-162

TO: **Honorable Julie Moore Wolfe, Mayor and City Council Members**

FROM: **Tim Gleason, City Manager**
Matt Newell, Public Works Director
Robert Weil, Water Production Manager
Jennifer Gunter, Watershed and Lake Manager
Kelly Harrison, Procurement Officer

SUBJECT:
Resolution Accepting the Bid Price of B & R Construction for Dock Removal in Nelson Park Harbor

SUMMARY RECOMMENDATION:
It is recommended that the City Council approve the attached Resolution awarding a contract in the amount of $65,000 for dock removal in Nelson Park Harbor with B&R Construction as the lowest responsible bidder, and that the Mayor be authorized to execute the contract and the City Clerk to attest.

BACKGROUND:
Lake staff have been removing docks the past three years to make room for the new 20-slip docks that have been installed along Lake Frontage Road. The next phase of the Nelson Park Harbor improvement is to remove the existing boat clubs from the observation tower pier east to the Beach House Restaurant. These boat clubs include Anchor Boat Club, Dolphin Boat Club 1 & 2, Driftwood Boat Club, Lock Boat Club and Mud Flats Boat Club. The clubs were given the option to remove their own docks but none of the clubs chose to do so. Due to the difficulty of accessing the docks by land, they will need to be removed by barges, boats and with machinery the City does not currently own.
Bids were received by the Purchasing Division on October 1, 2024. The bid results are provided on the attached bid tabulation. Although another dock company submitted a bid as well, B&R Construction was the lowest bidder and their bid proposal is responsive to all requirements.

MINORITY PARTICIPATION GOALS:
Contractors for City Projects shall comply with City Code Chapter 28, Article 10, “Minority Participation Goals for Public Works Contracts.”

Contractors for City projects shall make a good faith effort to comply with the following minimum goals:

1. Ten (10) percent of the total dollar amount of the contract should be performed by Minority

Business Enterprises (MBE) if subcontracting opportunities are available and/or ten (10) percent of the total dollar amount should be for the purchase of goods, material, and equipment to MBE; and,
2. Eighteen (18) percent of the total hours worked should be performed by minority workers.
3. If the use of Minority Business Enterprise meets or exceeds 20% of the final contract value, the City will award a 2% Bonus based on the final contract amount up to a maximum of $50,000.

In this case, B&R Construction will perform all work themselves and will not purchase any material, so the subcontracting goal does not apply. They will endeavor to achieve the goal of minority hours worked.

PRIOR COUNCIL ACTION: There has been no prior Council action on this item.

POTENTIAL OBJECTIONS: There may be objections from the other bidder on the project. However, both bid proposals have been reviewed and the bid from B&R has been found to be lowest responsible bid.

INPUT FROM OTHER SOURCES: None

STAFF REFERENCE: Matt Newell, Public Works Director, 424-2747. Robert Weil, Water Production Manager, 424-2863. Jennifer Gunter, Watershed and Lake Manager, 424-2834. Matt Newell will be present at the Council meeting.

BUDGET/TIME IMPLICATIONS: Funding for this expense is included in this year's Water Lake Capital Budget.

ATTACHMENTS:

Description	Type
Resolution and Exhibit	Resolution Letter
Backup Material	Backup Material

RESOLUTION NO. _____

RESOLUTION ACCEPTING THE BID PRICE OF B & R CONSTRUCTION FOR DOCK REMOVAL IN NELSON PARK HARBOR

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That the tabulation of bids received for removal of (6) boat clubs along Lake Decatur, presented herewith as Exhibit A and made a part hereof be, and it is hereby, received, and placed on file.

Section 2. That the bid of B & R Construction, in the amount of $65,000, be accepted and a purchase order be awarded accordingly.

Section 3. That the Procurement Officer be, and is hereby, authorized and directed to execute a purchase order between the City of Decatur, Illinois, and B & R Construction, for their bid price of $65,000.

PRESENTED and ADOPTED this 21st day of October 2024.

_____
JULIE MOORE WOLFE, MAYOR

ATTEST:

_____
ANGELA HARPER, DEPUTY CITY CLERK

EXHIBIT A

Project Name: PUR2024-12 **Dock Removal - Lake** **Bid Date: October 1, 2024** **Time: 10:00 a.m.**				**B&R Construction** Pana, IL		**G&H Marine Inc.** Decatur, IL	
	Description			**Unit Price**	**Total**	**Unit Price**	**Total**
	Per specifications:						
	Remove (6) boat club docks at Lake Decatur				$65,000.00		$80,000.00

TOTAL $65,000.00 $80,000.00


2024 Removal of Nelson Harbor Boat Clubs
2172
2180
LEVELAND AVE
2199
2195
S LAKE FRONT RD
1001
1
2
3
4
5
6

ATTACHMENTS:

Description	Type
Memo	Cover Memo
Resolution and Agreement	Resolution Letter

ECONOMIC & COMMUNITY DEVELOPMENT MEMORANDUM

October 21, 2024

TO: Mayor Julie Moore Wolfe and City Council Members

FROM: Tim Gleason, City Manager
Cordaryl "Pat" Patrick, Director of Economic and Community Development

SUBJECT: Resolution Authorizing Acceptance and Execution of a Brownfield Environmental Site Assessment Grant Agreement with the U.S. Environmental Protection Agency for City-wide Assessment Grant

RECOMMENDATION: Staff recommend accepting and executing a grant agreement with U.S. Environmental Protection Agency (USEPA) in the amount of $500,000 for a city-wide site assessment grant.

BACKGROUND: In November 2023, the City of Decatur submitted an application for a $500,000 Community-Wide Brownfields Assessment Grant through the U.S. Environmental Protection Agency (USEPA). This grant, which is fully funded by the USEPA with no local match required, is designed to support the assessment and remediation of commercial properties impacted by environmental contaminants. The grant will fund both Phase I and Phase II environmental site assessments to identify and evaluate potential hazards. Based on the findings, a comprehensive cleanup strategy will be developed, alongside a reuse plan crafted in collaboration with local stakeholders. This initiative aims to enhance the City of Decatur's ability to market vacant and underutilized properties for redevelopment, fostering community revitalization and economic growth. To ensure the successful execution of this four-year project, the city will engage a Qualified Environmental Professional (consultant) to guide and support the assessment and remediation processes.

POTENTIAL OBJECTIONS: Staff are not aware of any objections.

INPUT FROM OTHER SOURCES: None.

STAFF REFERENCE: Should the City Council have any questions, they may contact Cordaryl M. Patrick, Director of Economic and Community Development, at 424-2727 or e-mail cpatrick@decaturil.gov.

BUDGET/TIME IMPLICATIONS: None

RESOLUTION _____

RESOLUTION AUTHORIZING ACCEPTANCE AND EXECUTION OF A BROWNFIELD ENVIRONMENTAL SITE ASSESSMENT GRANT AGREEMENT WITH THE U.S. ENVIRONMENTAL PROTECTION AGENCY FOR CITY-WIDE ASSESSMENT GRANT

WHEREAS, the City has been awarded a community-wide environmental site assessment grant in the amount of $500,000 through the U.S. Environmental Protection Agency to be utilized for Phase I and Phase II site assessments on known or perceived brownfield sites; and,

WHEREAS, the Mayor and City Council agree accepting this grant is in the best interests of the City of Decatur.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DECATUR, ILLINOIS;

Section 1. That the Mayor, City Manager, City Clerk or their designees, are hereby authorized to execute this grant agreement, attached here to as exhibit A, and any documents necessary to receive the monies under this agreement.

Section 2. That the Economic & Community Development Director, City Manager, or their designees, are hereby authorized to sign agreements, environmental reviews, expenditures and other documents necessary to execute funds related to this agreement.

PRESENTED, PASSED, ADOPTED and RECORDED this 21st day of October 2024.

_____

JULIE MOORE WOLFE, MAYOR

ATTEST:

_____

ANGELA HARPER, DEPUTY CITY CLERK

U.S. ENVIRONMENTAL PROTECTION AGENCY

Cooperative Agreement

GRANT NUMBER (FAIN): 00E03887 **MODIFICATION NUMBER:** 0 **PROGRAM CODE:** BF	**DATE OF AWARD** 09/23/2024
TYPE OF ACTION New	**MAILING DATE** 09/26/2024
PAYMENT METHOD: ASAP	**ACH#** 50771

RECIPIENT TYPE:
Municipal

Send Payment Request to:
Contact EPA RTPFC at: rtpfc-grants@epa.gov

RECIPIENT:
CITY OF DECATUR
1 Gary K. Anderson Plaza
Decatur, IL 62523-1005
EIN: 37-6001308

PAYEE:
City of Decatur
1 Gary K. Anderson Plaza
Decatur, IL 62523-1005

PROJECT MANAGER	EPA PROJECT OFFICER	EPA GRANT SPECIALIST
Cordaryl Patrick 1 Gary K Anderson Plaza Decatur, IL 62523-1005 **Email:** cpatrick@decaturil.gov **Phone:** 217-424-2784	Yesenia Chavez 77 West Jackson Boulevard, L-17J Chicago, IL 60604 **Email:** chavez.yesenia@epa.gov **Phone:** 312-886-5741	Lena Dreves Assistance Section, MA-10J 77 West Jackson Boulevard Chicago, IL 60604-3507 **Email:** dreves.lena@epa.gov **Phone:** 312-886-0771

PROJECT TITLE AND DESCRIPTION

FY24 City of Decatur, Illinois Community-Wide Assessment Grant

See Attachment 1 for project description.

BUDGET PERIOD	PROJECT PERIOD	TOTAL BUDGET PERIOD COST	TOTAL PROJECT PERIOD COST
10/01/2024 - 09/30/2028	10/01/2024 - 09/30/2028	$ 500,000.00	$ 500,000.00

NOTICE OF AWARD

Based on your Application dated 07/24/2024 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards $ 500,000.00. EPA agrees to cost-share 100.00% of all approved budget period costs incurred, up to and not exceeding total federal funding of $ 500,000.00. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.

ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)	AWARD APPROVAL OFFICE
ORGANIZATION / ADDRESS	**ORGANIZATION / ADDRESS**
U.S. EPA, Region 5, U.S. EPA Region 5 Mail Code MCG10J 77 West Jackson Blvd. Chicago, IL 60604-3507	U.S. EPA, Region 5, The Land, Chemicals and Redevelopment Division R5 - Region 5 77 West Jackson Boulevard, L-17J Chicago, IL 60604

THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY

Digital signature applied by EPA Award Official for Sheila Dolan **by** Karen Sykes - Award Official Delegate	**DATE** 09/23/2024

Ex. A

EPA Funding Information

FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	$ 0	$ 500,000	$ 500,000
EPA In-Kind Amount	$ 0	$ 0	$ 0
Unexpended Prior Year Balance	$ 0	$ 0	$ 0
Other Federal Funds	$ 0	$ 0	$ 0
Recipient Contribution	$ 0	$ 0	$ 0
State Contribution	$ 0	$ 0	$ 0
Local Contribution	$ 0	$ 0	$ 0
Other Contribution	$ 0	$ 0	$ 0
Allowable Project Cost	$ 0	$ 500,000	$ 500,000

Assistance Program (CFDA)	Statutory Authority	Regulatory Authority
66.818 - Brownfields Multipurpose, Assessment, Revolving Loan Fund, and Cleanup Cooperative Agreements	CERCLA: Secs. 104(k)(2) & 104(k)(5)(E)	2 CFR 200, 2 CFR 1500 and 40 CFR 33

Fiscal									
Site Name	Req No	FY	Approp. Code	Budget Organization	PRC	Object Class	Site/Project	Cost Organization	Obligation / Deobligation
-	2405QEX090	24	E4	05Q1AG7	000D79	4114	-	-	$ 500,000
									$ 500,000

Budget Summary Page

Table A - Object Class Category (Non-Construction)	Total Approved Allowable Budget Period Cost
1. Personnel	$ 0
2. Fringe Benefits	$ 0
3. Travel	$ 3,090
4. Equipment	$ 0
5. Supplies	$ 0
6. Contractual	$ 496,910
7. Construction	$ 0
8. Other	$ 0
9. Total Direct Charges	$ 500,000
10. Indirect Costs: 0.00 % Base N/A	$ 0
11. Total (Share: Recipient 0.00 % Federal 100.00 %)	$ 500,000
12. Total Approved Assistance Amount	$ 500,000
13. Program Income	$ 0
14. Total EPA Amount Awarded This Action	$ 500,000
15. Total EPA Amount Awarded To Date	$ 500,000

Attachment 1 - Project Description

Brownfields are real property, the expansion, development or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. This agreement will provide funding for the City of Decatur to conduct eligible assessment-related activities as authorized by CERLCA 104(k)(2) in Decatur, Illinois.Specifically, this agreement will provide funding to the recipient to inventory, characterize, assess, and conduct cleanup planning and community involvement related activities. The City of Decatur has compiled an initial Brownfields inventory of 114 sites, leaving the City with blighted neighborhoods, underutilized commercial sites, vacant buildings, and empty vast parking lots that once served the flourishing industry in Decatur. Environmental hazards at now shuttered factories, railyards, and coal and bulk oil yards pose an immediate threat to the City's most sensitive populations, including minorities, the impoverished, elderly, women of child-bearing age, and children. Brownfields in Decatur have created a vicious cycle of environmental health hazards, disadvantaged citizens, resource strapped governments, and decaying neighborhoods – these assessment activities in Decatur are an opportunity to address pressing community needs like eliminating blight, addressing housing shortages and benefitting low-income and minority populations through affordable housing, the creation of community places, and the creation of jobs through the diversification of the economy.

Additionally, the recipient will competitively procure (as needed) and direct a Qualified Environmental Professional to conduct environmental site activities. Also, the recipient will report on interim progress and final accomplishments by completing and submitting relevant portions of the Property Profile Form using EPA's Assessment, Cleanup and Redevelopment Exchange System (ACRES).

Some of the anticipated deliverables include reporting and cooperative agreement management activities, inventory and guide site prioritization process with the community and our selected QEP, Community Engagement, including the development of Fact Sheets, Website updates, and conducting Public Meetings with assistance from selected QEP, on-going community education and engagement, assistance with one-on-one meetings with property owners, municipal leaders, and community stakeholders. Expected outcomes include market study planning and conducting 12 Eligibility Determinations, 12 Phase I ESA's, a Quality Assurance Project Plan and Health & Safety Plans, 4 Sampling & Analysis Plans coupled with Phase II ESA's and 3 Supplement Site Investigations and Site Investigation Reports for SRP enrolled sites, as well as 3 ABCAs/Remedial Action Plans. The intended beneficiaries are the residents and businesses within the City of Decatur, but especially the underserved populations within the target area, is bound by East Pershing Road to the north, East Lake Shore Drive to the south, Martin Luther King Jr. to the west, and 16th street to east.No subawards are included in this assistance agreement.

Administrative Conditions

General Terms and Conditions

The recipient agrees to comply with the current EPA general terms and conditions available at: https://www.epa.gov/grants/epa-general-terms-and-conditions-effective-october-1-2023-or-later.

These terms and conditions are in addition to the assurances and certifications made as a part of the award and the terms, conditions, or restrictions cited throughout the award.

The EPA repository for the general terms and conditions by year can be found at: https://www.epa.gov/grants/grant-terms-and-conditions#general.

A. Correspondence Condition

The terms and conditions of this agreement require the submittal of reports, specific requests for approval, or notifications to EPA. Unless otherwise noted, all such correspondence should be sent to the following email addresses:

- Federal Financial Reports (SF-425): rtpfc-grants@epa.gov and Lena Dreves, Grant Specialist - dreves.lena@epa.gov

- MBE/WBE reports (EPA Form 5700-52A): region5closeouts@epa.gov and Lena Dreves, Grant Specialist - dreves.lena@epa.gov

- All other forms/certifications/assurances, Indirect Cost Rate Agreements, Requests for Extensions of the Budget and Project Period, Amendment Requests, Requests for other Prior Approvals, updates to recipient information (including email addresses, changes in contact information or changes in authorized representatives) and other notifications: Yesenia Chavez, Project Officer - chavez.yesenia@epa.gov and Lena Dreves, Grant Specialist - dreves.lena@epa.gov

- Payment requests (if applicable): Yesenia Chavez, Project Officer - chavez.yesenia@epa.gov and Lena Dreves, Grant Specialist - dreves.lena@epa.gov

- Quality Assurance documents, workplan revisions, equipment lists, programmatic reports and deliverables: Yesenia Chavez, Project Officer - chavez.yesenia@epa.gov

B. New Recipient Training Requirement

The recipient agrees to complete the EPA Grants Management Training for Applicants and Recipients and the How to Develop a Budget training within 90 calendar days of the date of award of this agreement. The recipient must notify the Grant Specialist via email when the required training is complete. For additional information on this training requirement, the recipient should refer to RAIN-2024-G01.

Programmatic Conditions

FY24 Brownfields Community-wide Assessment Cooperative Agreement Terms and Conditions

Please note that these Terms and Conditions (T&Cs) apply to Brownfield Assessment Cooperative Agreements awarded under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) § 104(k).

I. GENERAL FEDERAL REQUIREMENTS

NOTE: For the purposes of these Terms and Conditions, the term "assessment" includes eligible activities under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) § 104(k)(2)(A)(I) such as activities involving the inventory, characterization, assessment, and planning relating to brownfield sites as described in the EPA-approved workplan.

A. Federal Policy and Guidance

1. Cooperative Agreement Recipients: By awarding this cooperative agreement, the Environmental Protection Agency (EPA) has approved the application for the Cooperative Agreement Recipient (CAR) submitted in the Fiscal Year 2024 competition for Brownfield Assessment cooperative agreements.

II. SITE ELIGIBILITY REQUIREMENTS

All brownfield sites that will be addressed using funds from the cooperative agreement must be located within the geographic boundary described in the scope of work for this cooperative agreement (i.e., the EPA-approved workplan).

A. Eligible Brownfield Site Determinations

1. Prior to performing site work, the CAR must provide information to the EPA Project Officer about each site that will be addressed under this cooperative agreement. The CAR may use cooperative agreement funds to prepare information that is provided to the EPA Project Officer. The information that must be provided includes whether the site meets the definition of a brownfield site as defined in CERCLA § 101 (39), and whether the CAR is the potentially responsible party under CERCLA § 107, is exempt from CERCLA liability, and/or has defenses to CERCLA liability.

2. If the site is excluded from the general definition of a brownfield, but is eligible for a property-specific funding determination, then the CAR may request a property-specific funding determination from the EPA Project Officer. In its request, the CAR must provide information sufficient for EPA to make a property-specific funding determination on how financial assistance will protect human health and the environment, and either promote economic development or enable the creation of, preservation of, or addition to parks, greenways, undeveloped property, other recreational property, or other property used for nonprofit purposes. The CAR must not incur costs for assessing sites requiring a property-specific funding determination by EPA until the EPA Project Officer has advised the CAR that EPA has determined that the property is eligible.

3. Brownfield Sites Contaminated with Petroleum

a. For any petroleum-contaminated brownfield site that is not included in the CAR's EPA-approved workplan, the CAR shall provide sufficient documentation to EPA prior to incurring costs under this cooperative agreement which documents that:

i. the State determines there is "no viable responsible party" for the site;

ii. the State determines that the person assessing or investigating the site is a person who is not potentially liable for cleaning up the site; and

iii. the site is not subject to any order issued under Section 9003(h) of the Solid Waste Disposal Act.

This documentation must be prepared by the CAR or the State, following contact and discussion with the appropriate state petroleum program official. Please contact the EPA Project Officer for additional information.

b. Documentation must include:

i. the identity of the State program official contacted;

ii. the State official's telephone number;

iii. the date of the contact; and

iv. a summary of the discussion relating to the State's determination that there is no viable responsible party and that the person assessing or investigating the site is not potentially liable for cleaning up the site.

Other documentation provided by a State to the recipient relevant to any of the determinations by the State must also be provided to the EPA Project Officer.

c. If the State chooses not to make the determinations described in Section II.A.3. above, the CAR must contact the EPA Project Officer and provide the necessary information for EPA to make the requisite determinations.

d. EPA will make all determinations on the eligibility of petroleum-contaminated brownfield sites located on tribal lands (i.e., reservation lands or lands otherwise in Indian country, as defined at 18 U.S.C. § 1151). Before incurring costs for these sites, the CAR must contact the EPA Project Officer and provide the necessary information for EPA to make the determinations.

III. GENERAL COOPERATIVE AGREEMENT ADMINISTRATIVE REQUIREMENTS

A. Sufficient Progress

1. This condition supplements the requirements of the Termination and Sufficient Progress Conditions in

the General Terms and Conditions.

The EPA Project Officer will assess whether the recipient is making sufficient progress in implementing its cooperative agreement 18 months and 30 months from the date of award. If EPA determines that the CAR has not made sufficient progress in implementing its cooperative agreement, the CAR, if directed to do so, must implement a corrective action plan concurred on by the EPA Project Officer and approved by the Grants Management Officer or Award Official. Alternatively, EPA may terminate this agreement under 2 CFR § 200.340 for material non-compliance with its terms, or with the consent of the CAR as provided at 2 CFR § 200.340, depending on the circumstances.

Sufficient progress at 18 months is indicated when:

at least 25% of funds have been drawn down and disbursed for eligible activities;

a Qualified Environmental Professional(s) has been procured;

sites are prioritized or an inventory has been initiated (unless site prioritization or an inventory was completed prior to award);

community engagement activities have been initiated; and/or

other documented activities have occurred that demonstrate to EPA's satisfaction that the CAR will successfully perform the cooperative agreement.

Sufficient progress at 30 months is indicated when:

at least 45% of funds have been drawn down and disbursed for eligible activities;

assessments on at least two sites have been initiated; and/or

other documented activities have occurred that demonstrate to EPA's satisfaction that the CAR will successfully perform the cooperative agreement.

B. Substantial Involvement

1. The EPA Project Officer will be substantially involved in overseeing and monitoring this cooperative agreement. Substantial involvement, includes, but is not limited to:

a. Close monitoring of the CAR's performance to verify compliance with the EPA-approved workplan and achievement of environmental results.

b. Participation in periodic telephone conference calls to share ideas, project successes and challenges, etc., with EPA.

c. Reviewing and commenting on quarterly and annual reports prepared under the cooperative agreement (the final decision on the content of reports rests with the recipient or subrecipients receiving pass-through awards).

d. Verifying sites meet applicable site eligibility criteria (including property-specific funding determinations

described in Section II.A.2.) and when the CAR awards a subaward for site assessment. The CAR must obtain technical assistance from the EPA Project Officer, or his/her designee, on which sites qualify as a brownfield site and determine whether the statutory prohibitions found in CERCLA § 104(k)(5)(B)(i)-(iv) apply. (Note, the prohibition does not allow a subrecipient to use EPA cooperative agreement funds to assess a site for which the subrecipient is potentially liable under CERCLA § 107.)

e. Reviewing and approving Quality Assurance Project Plans and related documents or verifying that appropriate Quality Assurance requirements have been met where quality assurance activities are being conducted pursuant to an EPA-approved Quality Assurance Management Plan.

Substantial involvement may also include, depending on the direction of the EPA Project Officer:

f. Collaboration during the performance of the scope of work including participation in project activities, to the extent permissible under EPA policies. Examples of collaboration include:

i. Consultation between EPA staff and the CAR on effective methods of carrying out the scope of work provided the CAR makes the final decision on how to perform authorized activities.

ii. Advice from EPA staff on how to access publicly available information on EPA or other federal agency websites.

iii. With the consent of the CAR, EPA staff may provide technical advice to the CAR's contractors or subrecipients provided the CAR approves any expenditures of funds necessary to follow advice from EPA staff. (The CAR remains accountable for performing contract and subaward management as specified in 2 CFR § 200.318 and 2 CFR § 200.332 as well as the terms of the EPA cooperative agreement.)

iv. EPA staff participation in meetings, webinars, and similar events upon the request of the CAR or in connection with a co-sponsorship agreement.

g. Reviewing and approving that the Analysis of Brownfield Cleanup Alternatives (ABCA), or equivalent state Brownfields program document, meets the Brownfields Program's requirements for an ABCA.

h. Reviewing proposed procurements in accordance with 2 CFR § 200.325, as well as the substantive terms of proposed contracts or subawards as appropriate. This may include reviewing requests for proposals, invitations for bid, scopes of work and/or plans and specifications for contracts over $250,000 prior to advertising for bids.

i. Reviewing the qualifications of key personnel. (EPA does not have the authority to select employees or contractors, including consultants, employed by the CAR or subrecipients receiving pass-through awards.)

j. Reviewing information in performance reports to ensure all costs incurred by the CAR and/or its contractor(s) if needed to ensure appropriate expenditure of grant funds.

EPA may waive any of the provisions in Section III.B.1., except for property-specific funding determinations. The EPA Project Officer will provide waivers to provisions a. – e. in Section III.B.1 in writing.

2. Effects of EPA's substantial involvement include:

a. EPA's review of any project phase, document, or cost incurred under this cooperative agreement will not have any effect upon CERCLA § 128 *Eligible Response Site* determinations or rights, authorities, and actions under CERCLA or any federal statute.

b. The CAR remains responsible for ensuring that all assessments are protective of human health and the environment and comply with all applicable federal and state laws.

c. The CAR and its subrecipients remain responsible for ensuring costs are allowable under 2 CFR Part 200, Subpart E.

C. Cooperative Agreement Recipient Roles and Responsibilities

1. All additional sites selected for eligible activities throughout the period of performance (i.e., sites that were not identified in the workplan) must be located within the geographic boundary(ies) identified by the CAR in the workplan.

Consistent with the FY24 Community-wide Assessment Grant Guidelines, criteria for selecting additional sites must at least consider whether the site is located within an underserved community[1] or disadvantaged census tract, as identified through the Climate and Environmental Justice Screening Tool (CEJST), in addition to considering the prioritization criteria identified in the FY24 application, the workplan, or developed during implementation of the workplan. Note, criteria developed during the implementation of the workplan must lead to the CAR addressing sites in areas with similar characteristics as the areas discussed in the FY24 application.

2. The CAR is responsible for ensuring that funding received under this cooperative agreement does not exceed the statutory $200,000 funding limitation for an individual brownfield site. The CAR may request a waiver of the $200,000 funding limitation based on the anticipated level of contamination, size, or status of ownership of the site. Waiver of this funding limit for a brownfield site must be submitted to and approved by the EPA Project Officer prior to the expenditure of funding exceeding $200,000. In no case may funding for site-specific assessment activities exceed $350,000 on a site receiving a waiver.

CARs expending funding from an Assessment Coalition cooperative agreement must include this amount in any total funding expended on the site.

3. If the CAR's workplan includes eligible planning activities to prepare a brownfield site for reuse (see https://www.epa.gov/brownfields/information-eligible-planning-activities for eligible planning activities), the CAR must demonstrate meaningful community engagement in the reuse planning of brownfields assessed under the grant. Meaningful community engagement is demonstrated by actively including local nonprofit organizations, citizen leaders, or similar local groups/entities in brownfield reuse planning.

4. CARs, other than state entities, that procure a contractor(s) (including consultants) where the contract will be more than the micro-purchase threshold in 2 CFR § 200.320(a)(1) ($10,000 for most CARs) must select the contractor(s) in compliance with the fair and open competition requirements in 2 CFR Part 200 and 2 CFR Part 1500. This requirement also applies to procurement processes that were completed before the award of this cooperative agreement. See the *Brownfields Grants: Guidance on Competitively Procuring a Contractor* for additional information.

CARs may procure multiple contractors to ensure the appropriate expertise is in place to perform work under the agreement (e.g., expertise to conduct site assessment activities vs. planning activities) and to allow the ability for work be performed concurrently at multiple sites within the defined and approved geographic boundary.

5. The CAR must acquire the services of a Qualified Environmental Professional(s) as defined in 40 CFR § 312.10, if it does not have such a professional on staff to coordinate, direct, and oversee the brownfield site assessment activities at a given site.

8. Cybersecurity – The recipient agrees that when collecting and managing environmental data under this cooperative agreement, it will protect the data by following all applicable State law cybersecurity requirements.

a. EPA must ensure that any connections between the recipient's network or information system and EPA networks used by the recipient to transfer data under this agreement are secure. For purposes of this section, a connection is defined as a dedicated persistent interface between an Agency IT system and an external IT system for the purpose of transferring information. Transitory, user-controlled connections such as website browsing are excluded from this definition.

If the recipient's connections as defined above do not go through the Environmental Information Exchange Network or EPA's Central Data Exchange, the recipient agrees to contact the EPA Project Officer no later than 90 days after the date of this award and work with the designated Regional/ Headquarters Information Security Officer to ensure that the connections meet EPA security requirements, including entering into Interconnection Service Agreements as appropriate. This condition does not apply to manual entry of data by the recipient into systems operated and used by EPA's regulatory programs for the submission of reporting and/or compliance data.

b. The recipient agrees that any subawards it makes under this agreement will require the subrecipient to comply with the requirements in Cybersecurity Section a. above if the subrecipient's network or information system is connected to EPA networks to transfer data to the Agency using systems other than the Environmental Information Exchange Network or EPA's Central Data Exchange. The recipient will be in compliance with this condition: by including this requirement in subaward agreements; and during subrecipient monitoring deemed necessary by the recipient under 2 CFR § 200.332(d), by inquiring whether the subrecipient has contacted the EPA Project Officer. Nothing in this condition requires the recipient to contact the EPA Project Officer on behalf of a subrecipient or to be involved in the negotiation of an Interconnection Service Agreement between the subrecipient and EPA.

9. All geospatial data created must be consistent with Federal Geographic Data Committee (FGDC) endorsed standards. Information on these standards may be found at www.fgdc.gov.

D. Quarterly Performance Reports

1. In accordance with EPA regulations 2 CFR Parts 200 and 1500 (specifically, § 200.329, *Monitoring and Reporting Program Performance*), the CAR agrees to submit quarterly performance reports to the EPA Project Officer within 30 days after each reporting period. Initially, quarterly reports will be submitted via email or via the optional Quarterly Reporting function tool within the Assessment, Cleanup and Redevelopment Exchange System (ACRES). However, once EPA has developed and incorporated the

updated Quarterly Performance Reporting tool into ACRES, the CAR agrees to use this tool to input quarterly performance reports directly into ACRES within 30 days after each reporting period. The EPA Project Officer will notify the CAR when the use of this tool in ACRES is required. The reporting periods are October 1 – December 31 (1st quarter); January 1 – March 31 (2nd quarter); April 1 – June 30 (3rd quarter); and July 1 – September 30 (4th quarter). If a due date falls on a weekend or holiday, the report will be due on the next business day.

These reports shall cover work status, work progress, difficulties encountered, preliminary data results and a statement of activity anticipated during the subsequent reporting period, including a description of equipment, techniques, and materials to be used or evaluated. A discussion of expenditures and financial status for each workplan task, along with a comparison of the percentage of the project completed to the project schedule and an explanation of significant discrepancies from the EPA-approved workplan and budget shall be included in the report. The report shall also include any changes of key personnel concerned with the project that were approved by the EPA Grants Management Officer or Award Official. (Note, as provided at 2 CFR § 200.308, *Revision of budget and program*, the CAR must seek prior approval from the EPA Grants Management Officer or Award Official for a change in a key person.)

2. The CAR must submit performance reports on a quarterly basis in ACRES using the Assessment Quarterly Report function or to the EPA Project Officer. Quarterly performance reports must include:

a. A summary that clearly differentiates between activities completed with EPA funds provided under the Brownfield Assessment cooperative agreement and related activities completed with other sources of leveraged funding.

b. A summary and status of approved activities performed during the reporting quarter; a summary of the performance outputs/outcomes achieved during the reporting quarter; and a description of problems encountered during the reporting quarter that may affect the project schedule.

c. A comparison of actual accomplishments to the anticipated outputs/outcomes specified in the EPA-approved workplan and reasons why anticipated outputs/outcomes were not met.

d. An update on the project schedule and milestones, including an explanation of any discrepancies from the EPA-approved workplan.

e. A list of the properties where assessment and/or planning activities were performed and/or completed during the reporting quarter.

f. A budget summary table with the following information: current approved project budget; EPA funds drawn down during the reporting quarter; costs drawn down to date (cumulative expenditures); program income generated and used (if applicable) (i.e., program income received and disbursed during the reporting quarter and during the entire cooperative agreement, and the amount of program income remaining); and total remaining funds. The budget summary table must include costs that are charged to the "other" budget object class category (e.g., participant support costs, subawards, etc.).

The CAR shall include an explanation of any discrepancies in the budget from the EPA-approved workplan, cost overruns or high unit costs, and other pertinent information. The CAR shall include a statement on funding transfers[2] among direct budget categories or programs, functions and activities that occurred during the quarter and cumulatively during the period of performance.

Note: ACRES reporting requirements can change over time, based on expansion of EPA's information collection authority, and the CAR is responsible for complying with the latest ACRES reporting requirements at the time of each quarterly performance report. The EPA Project Officer will notify the CAR when ACRES reporting requirements, specific to Brownfields Assessment, change.

g. For local governments that are using cooperative agreement funds for health monitoring, the quarterly report must also include the specific budget, the quarterly expenditure, and cumulative expenditures to demonstrate that 10% of federal funding is not exceeded.

Note: Each property where assessment activities were performed and/or completed must have its corresponding information updated in ACRES (or via the Property Profile Form with prior approval from the EPA Project Officer) prior to submitting the quarterly performance report (see Section III.E. below).

4. The CAR must maintain records that will enable it to report to EPA on the amount of funds disbursed by the CAR to assess the specific properties under this cooperative agreement.

5. In accordance with 2 CFR § 200.329(e)(1), the CAR agrees to inform the EPA Project Officer as soon as problems, delays, or adverse conditions become known which will materially impair the ability to meet the outputs/outcomes specified in the EPA-approved workplan.

E. Property Profile Submission

1. The CAR must report on interim progress (e.g., assessments started, reuse planning activities started) and any final accomplishments (e.g., assessments completed, clean up required, contaminants found, institutional controls required, engineering controls required) by completing and submitting relevant portions of the electronic Property Profile Form using the Assessment, Cleanup and Redevelopment Exchange System (ACRES). The CAR must enter the data in ACRES as soon as the interim action or final accomplishment has occurred, or within 30 days after the end of each reporting quarter. The CAR must enter any new data into ACRES prior to submitting the quarterly performance report to the EPA Project Officer. The CAR must utilize the electronic version of the Property Profile Form in ACRES unless approval is obtained from the EPA Project Officer to use the hardcopy version of the Property Profile Form or its use is included in the approved workplan.

F. Final Cooperative Agreement Performance Report with Environmental Results

1. In accordance with EPA regulations 2 CFR Parts 200 and 1500 (specifically, § 200.329, *Monitoring and Reporting Program Performance* and 2 CFR § 200.344(a), *Closeout*), the CAR agrees to submit to the EPA Project Officer within 120 days after the expiration or termination of the approved project period a final performance report on the cooperative agreement via email; unless the EPA Project Officer agrees to accept a paper copy of the report. The final performance report shall document and summarize the elements listed in Section III.D.2., as appropriate, for activities that occurred over the entire project period.

IV. FINANCIAL ADMINISTRATION REQUIREMENTS

A. Eligible Uses of the Funds for the Cooperative Agreement Recipient

1. To the extent allowable under the EPA-approved workplan, cooperative agreement funds may be used for eligible programmatic expenses to inventory, characterize, assess sites; conduct site-specific planning, general brownfield-related planning activities around one or more brownfield sites; conduct outreach and community engagement; and for reasonable participant support costs associated with one community liaison per target area identified in the selected FY24 application. Eligible programmatic expenses include activities described in Section V. of these Terms and Conditions. In addition, eligible programmatic expenses may include:

a. Determining whether assessment activities at a particular site are authorized by CERCLA § 104(k).

b. Ensuring that an assessment complies with applicable requirements under federal and state laws, as required by CERCLA § 104(k).

c. Preparing and updating an Analysis of Brownfield Cleanup Alternatives (ABCA) which will include information about the site and contamination issues, cleanup standards, applicable laws, alternatives considered, and the proposed cleanup.

d. Preparing a Community Involvement Plan which includes reasonable notice, opportunity for public involvement and comment on the proposed cleanup, and response to comments.

e. Developing a Quality Assurance Project Plan (QAPP) as required by 2 CFR § 1500.12. The specific requirement for a QAPP is outlined in *Implementation of Quality Assurance Requirements for Organizations Receiving EPA Financial Assistance* available at https://www.epa.gov/grants/implementation-quality-assurance-requirements-organizations-receiving-epa-financial.

f. Using a portion of the cooperative agreement funds to purchase environmental insurance for the characterization or assessment of the site. [Funds shall not be used to purchase insurance intended to provide coverage for any of the ineligible uses under Section IV., *Ineligible Uses of the Funds for the Cooperative Agreement Recipient.*]

g. Any other eligible programmatic costs, including direct costs incurred by the recipient in reporting to EPA; procuring and managing contracts; awarding, monitoring, and managing subawards to the extent required to comply with 2 CFR § 200.332 and the "Establishing and Managing Subawards" General Term and Condition; and carrying out community engagement pertaining to the assessment activities.

2. **Local Governments Only –** If authorized in the EPA-approved workplan and budget narrative, up to 10% of the funds awarded by this agreement may be used by the CAR itself as a programmatic cost for Brownfield Program development and implementation of monitoring health conditions and institutional controls. The health monitoring activities must be associated with brownfield sites at which at least a Phase II environmental site assessment is conducted and is contaminated with hazardous substances. The CAR must maintain records on funds that will be used to carry out this task to ensure compliance with this requirement.

3. Under CERCLA § 104(k)(5)(E), CARs and subrecipients may use up to 5% of the amount of federal funding for this cooperative agreement for administrative costs, including indirect costs under 2 CFR § 200.414. The limit on administrative costs for the CAR under this agreement is **$25,000**. The total

amount of indirect costs and any direct costs for cooperative agreement administration by the CAR paid for by EPA under the cooperative agreement shall not exceed this amount. Subrecipients may use up to 5% of the amount of Federal funds in their subawards for administrative costs. As required by 2 CFR § 200.403(d), the CAR and subrecipients must classify administrative costs as direct or indirect consistently and shall not classify the same types of costs in both categories. The term "administrative costs" does not include:

a. Investigation and identification of the extent of contamination of a brownfield site;

b. design and performance of a response action; or

c. monitoring of a natural resource.

Eligible cooperative agreement and subaward administrative costs subject to the 5% limitation include direct costs for:

a. Costs incurred to comply with the following provisions of the *Uniform Administrative Requirements for Cost Principles and Audit Requirements for Federal Awards* at 2 CFR Parts 200 and 1500 other than those identified as programmatic.

i. Record-keeping associated with equipment purchases required under 2 CFR § 200.313;

ii. Preparing revisions and changes in the budgets, scopes of work, program plans and other activities required under 2 CFR § 200.308;

iii. Maintaining and operating financial management systems required under 2 CFR § 200.302;

iv. Preparing payment requests and handling payments under 2 CFR § 200.305;

v. Financial reporting under 2 CFR § 200.328;

vi. Non-federal audits required under 2 CFR Part 200, Subpart F; and

vii. Closeout under 2 CFR § 200.344 with the exception of preparing the recipient's final performance report. Costs for preparing this report are programmatic and are not subject to the 5% limitation on direct administrative costs.

b. Pre-award costs for preparation of the proposal and application for this cooperative agreement (including the final workplan) or applications for subawards are not allowable as direct costs but may be included in the CAR's or subrecipient's indirect cost pool to the extent authorized by 2 CFR § 200.460.

B. Ineligible Uses of the Funds for the Cooperative Agreement Recipient

1. Cooperative agreement funds shall not be used by the CAR for any of the following activities:

a. Cleanup activities;

b. Site development activities that are not brownfield site assessment activities (e.g., marketing of property (activities or products created specifically to attract buyers or investors) or construction of a new facility);

c. General community visioning, area-wide zoning updates, design guideline development, master planning, green infrastructure, infrastructure service delivery, and city-wide or comprehensive planning/plan updates – these activities are all ineligible uses of grant funds if unrelated to advancing cleanup and reuse of brownfield sites or sites to be assessed. Note: for these types of activities to be an eligible use of grant funds, there must be a specific nexus between the activity and how it will help further cleanup and reuse of the priority brownfield site(s). This nexus must be clearly described in the workplan for the project;

d. Job training activities unrelated to performing a specific assessment at a site covered by the cooperative agreement;

e. To pay for a penalty or fine;

f. To pay a federal cost share requirement (e.g., a cost share required by another federal grant) unless there is specific statutory authority;

g. To pay for a response cost at a brownfield site for which the CAR or subaward recipient is potentially liable under CERCLA § 107;

h. To pay a cost of compliance with any federal law, excluding the cost of compliance with laws applicable to the assessment; and

i. Unallowable costs (e.g., lobbying and purchases of alcoholic beverages) under 2 CFR Part 200, Subpart E.

2. Cooperative agreement funds shall not be used for any of the following properties:

a. Facilities listed, or proposed for listing, on the National Priorities List (NPL);

b. Facilities subject to unilateral administrative orders, court orders, and administrative orders on consent or judicial consent decree issued to or entered by parties under CERCLA;

c. Facilities that are subject to the jurisdiction, custody or control of the United States government except for land held in trust by the United States government for an Indian tribe; or

d. A site excluded from the definition of a brownfield site for which EPA has not made a property-specific funding determination.

V. ASSESSMENT REQUIREMENTS

A. Authorized Assessment Activities

1. Prior to conducting or engaging in any on-site activity with the potential to impact historic properties

(such as invasive sampling), the CAR shall consult with the EPA Project Officer regarding potential applicability of the National Historic Preservation Act (NHPA) (16 USC § 470) and, if applicable, shall assist EPA in complying with any requirements of the NHPA and implementing regulations.

2. If funds from this cooperative agreement are used to prepare an Analysis of Brownfield Cleanup Alternatives (ABCA), or equivalent state Brownfields program document, the CAR must include information about the site and contamination issues (i.e., exposure pathways, identification of contaminant sources, etc.); cleanup standards; applicable laws; alternatives considered; and the proposed cleanup. The evaluation of alternatives must include effectiveness, ability to implement, and the cost of the response proposed. The evaluation of alternatives must also consider the resilience of the remedial options to address potential adverse impacts caused by extreme weather events and changing climate conditions (e.g., sea level rise, drought, increased frequency and intensity of flooding, etc.). The alternatives may additionally consider the degree to which they reduce greenhouse gas discharges, reduce energy use or employ alternative energy sources, reduce volume of wastewater generated/disposed of, reduce volume of materials taken to landfills, and recycle and re-use materials generated during the cleanup process to the maximum extent practicable. The evaluation will include an analysis of reasonable alternatives including no action. The cleanup method chosen must be based on this analysis.

B. Quality Assurance (QA) Requirements

Authority: Quality Assurance applies to all assistance agreements involving environmental information as defined in 2 C.F.R. § 1500.12 Quality Assurance.

When environmental data are collected as part of the brownfield assessment, the CAR shall comply with 2 CFR § 1500.12 requirements to develop and implement quality assurance practices sufficient to produce data adequate to meet project objectives and to minimize data loss. State law may impose additional QA requirements.

The recipient shall ensure that subawards involving environmental information issued under this agreement include appropriate quality requirements for the work. The recipient shall ensure sub-award recipients develop and implement the Quality Assurance (QA) planning documents in accordance with this term and condition; and/or ensure sub-award recipients implement all applicable approved QA planning documents.

2. Quality Assurance Project Plan (QAPP)

a. Prior to beginning environmental information operations, the recipient must:

i. Develop a QAPP (The QAPP is the document that provides comprehensive details about the quality assurance, quality control, and technical activities that must be implemented to ensure that project objectives are met. Environmental programs include direct measurements or data generation, environmental modeling, compilation of data from literature or electronic media, and data supporting the design, construction, and operation of environmental technology.),

ii. Prepare QAPP in accordance with the current version of EPA's Quality Assurance Project Plan (QAPP) Standard,

iii. Submit the document for EPA review, and

iv. Obtain EPA Quality Assurance Manager or designee (hereafter referred to as QAM) approval.

For Reference:

• Quality Management Plan (QMP) Standard and EPA's Quality Assurance Project Plan (QAPP) Standard; contain quality specifications for EPA and non-EPA organizations and definitions applicable to these terms and conditions.

• EPA QA/G-5: *Guidance for Quality Assurance Project Plans*.

• (QAM and/or PO may insert QA references that inform or assist the recipient here).

• EPA's Quality Program website has a list of QA managers, and Specifications for EPA and Non-EPA Organizations.

• The Office of Grants and Debarment Implementation of Quality Assurance Requirements for Organizations Receiving EPA Financial Assistance.

3. **Competency of Organizations Generating Environmental Measurement Data:** In accordance with Agency Policy Directive Number FEM-2012-02, *Policy to Assure the Competency of Organizations Generating Environmental Measurement Data under Agency-Funded Assistance Agreements*, the CAR agrees, by entering into this agreement, that it has demonstrated competency prior to award, or alternatively, where a pre-award demonstration of competency is not practicable, the CAR agrees to demonstrate competency prior to carrying out any activities under the award involving the generation or use of environmental data. The CAR shall maintain competency for the duration of the project period of this agreement and this will be documented during the annual reporting process. A copy of the Policy is available online at https://www.epa.gov/measurements-modeling/documents-about-measurement-competency-under-assistance-agreements or a copy may also be requested by contacting the EPA Project Officer for this award.

C. Public Awareness

1. The CAR agrees to clearly reference EPA investments in the project during all phases of community outreach outlined in the EPA-approved workplan which may include the development of any post-project summary or success materials that highlight achievements to which this project contributed.

a. If any documents, fact sheets, and/or web materials are developed as part of this cooperative agreement, then they shall comply with the *Acknowledgement Requirements for Non-ORD Assistance Agreements* in the General Terms and Conditions of this agreement.

b. If the EPA logo is displayed along with logos from other participating entities on websites, outreach materials, or reports, it must **not** be prominently displayed to imply that any of the recipient or subrecipient's activities are being conducted by the EPA. Instead, the EPA logo should be accompanied with a statement indicating that the [Insert CAR or subrecipient NAME] received financial support from the EPA under an Assistance Agreement per the term and condition described in Section V.C.1.a.

above. More information is available at https://www.epa.gov/stylebook/using-epa-seal-and-logo.

c. If a sign is developed as part of a project funded by this cooperative agreement, then the sign shall include either a statement (e.g., this project has been funded, wholly or in part, by EPA) and/or EPA's logo acknowledging that EPA is a source of funding for the project. The EPA logo may be used on project signage when the sign can be placed in a visible location with a direct linkage to site activities. Use of the EPA logo must follow the sign specifications available at https://www.epa.gov/grants/epa-logo-seal-specifications-signage-produced-epa-assistance-agreement-recipients. To obtain the appropriate EPA logo or seal graphic file, the CAR should send a request directly to EPA's Office of Public Affairs (OPA) and include the EPA Project Officer in the communication. Instructions for contacting OPA are available at https://www.epa.gov/aboutepa/using-epa-seal-and-logo.

2. The CAR agrees to notify the EPA Project Officer listed in this award document of public or media events publicizing the accomplishment of significant events related to construction and/or site reuse projects as a result of this agreement, and provide the opportunity for attendance and participation by federal representatives with at least ten (10) working days' notice.

3. To increase public awareness of projects serving communities where English is not the predominant language, CARs are encouraged to include in their outreach strategies communication in non-English languages. Translation costs for this purpose are allowable, provided the costs are reasonable.

4. All public awareness activities conducted with EPA funding are subject to the provisions in the General Terms and Conditions on compliance with section 504 of the Americans with Disabilities Act.

D. All Appropriate Inquiry

1. As required by CERCLA § 104(k)(2)(B)(ii) and CERCLA § 101(35)(B), the CAR shall ensure that a Phase I site characterization and assessment carried out under this agreement will be performed in accordance with EPA's all appropriate inquiries regulation (AAI). The CAR shall utilize the practices in ASTM standard E1527-21 *"Standard Practices for Environmental Site Assessment: Phase I Environmental Site Assessment Process"* (or the latest recognized ASTM standard at the time the assessment is performed), or EPA's All Appropriate Inquiries Final Rule (40 CFR Part 312). A suggested outline for an AAI final report is provided in *"All Appropriate Inquiries Rule: Reporting Requirements and Suggestions on Report Content"* (Publication Number: EPA 560-F-23-004 (or the latest available publication)). This does not preclude the use of cooperative agreement funds for additional site characterization and assessment activities that may be necessary to characterize the environmental impacts at the site or to comply with applicable state standards.

2. AAI final reports produced with funding from this agreement must comply with 40 CFR Part 312 and must, at a minimum, include the information below. All AAI reports submitted to the EPA Project Officer as deliverables under this agreement must be accompanied by a completed *"All Appropriate Inquiries: Reporting Requirements Checklist for Assessment and Multipurpose Grant Recipients"* (Publication Number: EPA 560-F-23-017 (or the latest available publication)) that the EPA Project Officer will provide to the recipient. The checklist is available to CARs on EPA's website at https://www.epa.gov/brownfields/all-appropriate-inquiries-reporting-requirements-checklist-assessment-grant-recipients. The completed checklist must include:

a. An ***opinion*** as to whether the inquiry has identified conditions indicative of releases or threatened releases of hazardous substances, and as applicable, pollutants and contaminants, petroleum or

petroleum products, or controlled substances, on, at, in, or to the subject property.

b. An identification of ***"significant" data gaps*** (as defined in 40 CFR § 312.10), if any, in the information collected for the inquiry. Significant data gaps include missing or unattainable information that affects the ability of the environmental professional to identify conditions indicative of releases or threatened releases of hazardous substances, and as applicable, pollutants and contaminants, petroleum or petroleum products, or controlled substances, on, at, in, or to the subject property. The documentation of significant data gaps must include information regarding the significance of these data gaps.

c. ***Qualifications*** **and** ***signature*** of the environmental professional(s). The environmental professional must place the following statements in the document and sign the document:

> *"[I, We] declare that, to the best of [my, our] professional knowledge and belief, [I, we] meet the definition of Environmental Professional as defined in 40 CFR § 312.10 of this part."*
>
> *"[I, We] have the specific qualifications based on education, training, and experience to assess a property of the nature, history, and setting of the subject property. [I, We] have developed and performed the all appropriate inquiries in conformance with the standards and practices set forth in 40 CFR Part 312."*
>
> **Note: Please use either "I/my" or "We/our."**

d. In compliance with 40 CFR § 312.31(b), the environmental professional must include in the final report an ***opinion regarding additional appropriate investigation***, if the environmental professional has such an opinion.

3. EPA may review checklists and AAI final reports for compliance with the AAI regulation documentation requirements at 40 CFR Part 312 (or comparable requirements for those using ASTM Standard 1527-21 or the latest recognized ASTM standard at the time the assessment is performed). Any deficiencies identified during an EPA review of these documents must be corrected by the recipient within 30 days of notification. Failure to correct any identified deficiencies may result in EPA disallowing the costs for the entire AAI report as authorized by 2 CFR § 200.339. If a recipient willfully fails to correct the deficiencies EPA may consider other available remedies under 2 CFR § 200.339 and 2 CFR § 200.340.

E. Completion of Assessment Activities

1. The CAR shall properly document the completion of all activities described in the EPA- approved workplan. This must be done through a final report or letter from a Qualified Environmental Professional, or other documentation provided by a State or Tribe that shows assessments are complete.

F. Inclusion of Additional Terms and Conditions

1. In accordance with 2 CFR § 200.334, the CAR shall maintain records pertaining to the cooperative agreement for a minimum of three (3) years following submission of the final financial report unless one or more of the conditions described in the regulation applies. The CAR shall provide access to records relating to assessments supported with Assessment cooperative agreement funds to authorized representatives of the Federal government as required by 2 CFR § 200.337.

2. The CAR has an ongoing obligation to advise EPA if it assessed any penalties resulting from

environmental non-compliance at sites subject to this agreement.

VI. PAYMENT AND CLOSEOUT

For the purposes of these Terms and Conditions, the following definitions apply: "payment" is EPA's transfer of funds to the CAR; "closeout" refers to the process EPA follows to ensure that all administrative actions and work required under the cooperative agreement have been completed.

A. Payment Schedule

1. The CAR may request advance payment from EPA pursuant to 2 CFR § 200.305(b)(1) and the prompt disbursement requirements of the General Terms and Conditions of this agreement.

This requirement does not apply to states which are subject to 2 CFR § 200.305(a).

B. Schedule for Closeout

1. Closeout will be conducted in accordance with 2 CFR § 200.344. EPA will close out the award when it determines that all applicable administrative actions and all required work under the cooperative agreement have been completed.

2. The CAR, within 120 days after the expiration or termination of the cooperative agreement, must submit all financial, performance, and other reports required as a condition of the cooperative agreement.

a. The CAR must submit the following documentation:

i. The Final Cooperative Agreement Performance Report as described in Section III.F. of these Terms and Conditions.

ii. Administrative and Financial Reports as described in the General Terms and Conditions of this agreement.

b. The CAR must ensure that all appropriate data have been entered into ACRES or all hardcopy Property Profile Forms are submitted to the EPA Project Officer.

c. As required by 2 CFR § 200.344, the CAR must immediately refund to EPA any balance of unobligated (unencumbered) advanced cash or accrued program income that is not authorized to be retained for use on other cooperative agreements.

[1] When EPA uses the term "underserved communities" it has the meaning defined in Executive Order 13985: *Advancing Racial Equity And Support For Underserved Communities Through The Federal Government*,which defines "underserved communities" as "populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life as exemplified in the preceding definition of equity." As described in the Executive Order, the term "equity" means the consistent and

systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, which may include Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality. It also includes "communities environmentally overburdened," that is, a community adversely and disproportionately affected by environmental and human health harms or risks, and "disadvantaged, communities" as referenced in Executive Order 14008, *Tackling the Climate Crisis at Home and Abroad*, and defined in Office of Management and Budget's Memo M-21-28: Interim Implementation Guidance for the Justice40 Initiative.

[2] Per EPA's General Term and Condition, the CAR must obtain prior approval from the EPA Grants Management Officer or Award Official for cumulative transfers of funds in excess of 10% of the total budget.

ATTACHMENTS:

Description	Type
Civil Service Commission Minutes of September 3, 2024	Backup Material

CIVIL SERVICE COMMISSION
OPEN SESSION
MINUTES
September 3, 2024

Pursuant to notice, the Civil Service Commission of the City of Decatur met in regular session at 11:30 a.m.

PRESENT: CHAIR Todd Ray
VICE CHAIR Greg Spain
COMMISSIONER Christina Arganbright
COMMISSIONER Amy Spry
ACTING SECRETARY Penny Rogers

ABSENT: COMMISSIONER Tony Wilkins
ADMINISTRATIVE ASSISTANT Sherry Beasley

Call to Order
Chair Todd Ray called the meeting to order at 11:33 a.m.

Roll Call

Four out of five Commissioners were present at the time of roll call. Chair Ray declared a quorum does exist to conduct and approve business.

Chair Ray called for Appearance of Citizens:

No citizens were present.

The Minutes of the August 6, 2024, regular meeting were presented. Vice Chair Greg Spain moved that the August 6, 2024, regular meeting minutes be approved, seconded by Commissioner Christina Arganbright and upon call of the roll, Commissioners Christina Arganbright, Vice Chair Greg Spain, and Chair Todd Ray voted aye. Commissioner Amy Spry abstained. Chair Ray declared the motion carried.

Commissioner Christina Arganbright moved to recess to Closed Session under Open Meetings Act 5 ILCS 120/2(c) to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, seconded by Commissioner Amy Spry and upon call of the roll, Commissioners Amy Spry, Christina Arganbright, Vice Chair Greg Spain, and Chair Todd Ray voted aye. Chair Ray declared the motion carried.

Vice Chair Greg Spain moved to return to Open Session, seconded by Commissioner Christina Arganbright and upon call of the roll, Commissioners Christina Arganbright,

Amy Spry, Vice Chair Greg Spain, and Chair Todd Ray voted aye. Chair Ray declared the motion carried.

Chair Ray called for Unfinished Business:

A. Status of Proposal to Amend Civil Service Rule 15-3 Requirements (Police Patrol Officer Lateral Transfer) Acting Secretary Penny Rogers stated after researching this and talking to the staff at the police department it was decided to table this item for now.

Chair Ray called for New Business:

A. Authorization Request to Approve Job Announcement & Establish Eligible Register for Engineering Tech II, Commissioner Amy Spry moved the Authorization Request be received, placed on file, and approved, seconded by Vice Chair Greg Spain, and upon call of the roll, Commissioners Christina Arganbright, Amy Spry, Vice Chair Greg Spain, and Chair Todd Ray voted aye. Chair Ray declared the motion carried.

B. Authorization Request to Approve Job Announcement & Establish Promotional Register for Equipment Operator – Water Services, Commissioner Christina Arganbright moved the Authorization Request be received, placed on file, and approved, seconded by Commissioner Amy Spry, and upon call of the roll, Commissioners Amy Spry, Christina Arganbright, Vice Chair Greg Spain, and Chair Todd Ray voted aye. Chair Ray declared the motion carried.

C. Election of Officers – Commissioner Amy Spry made a motion to re-elect Todd Ray as Chair, seconded by Vice Chair Greg Spain, and upon call of the roll, Commissioners Christina Arganbright, Amy Spry, Vice Chair Greg Spain, and Chair Todd Ray voted aye. Chair Ray declared the motion carried. Commissioner Amy Spry made the motion to re-elect Greg Spain as Vice Chair, seconded by Commissioner Christina Arganbright, and upon call of the roll, Commissioners Christina Arganbright, Amy Spry, Vice Chair Greg Spain, and Chair Todd Ray voted aye. Chair Ray declared the motion carried.

D. Receiving and Filing of Personnel Actions – Vice Chair Greg Spain moved that the appointments, oral reprimand, civil service status, requests for leaves, resignations, and retirements be received, placed on file, and approved, seconded by Commissioner Amy Spry, and upon call of the roll, Commissioners Christina Arganbright, Amy Spry, Vice Chair Greg Spain, and Chair Todd Ray voted aye. Chair Ray declared the motion carried.

Chair Ray called for Other Business:

There being no other business, Commissioner Amy Spry moved to adjourn the meeting, seconded by Commissioner Christina Arganbright, and upon call of the roll, Commissioners Amy Spry, Christina Arganbright, Vice Chair Greg Spain, and Chair Todd Ray voted aye. Chair Ray declared the meeting adjourned at 11:51 am.

Respectfully Submitted,

Penny Rogers

Penny Rogers
Acting Secretary

DATE: 10/9/2024

MEMO: 2024-163

TO: **Honorable Mayor Julie Moore Wolfe and City Council Members**

FROM: **Tim Gleason, City Manager**
Matt Newell, P.E., Public Works Director

SUBJECT:
Ordinance Annexing Territory –2960 Lakeland Road

SUMMARY RECOMMENDATION:
Staff recommends that the following Ordinance annexing territory 2960 Lakeland Road be approved.

BACKGROUND: The subject property is being annexed due to a water service agreement.

POTENTIAL OBJECTIONS: None

STAFF REFERENCE: Matt Newell, Public Works Director and Tara Bachstein, Public Works Administrative Assistant. Matt Newell will be in attendance at the City Council meeting to answer any questions of the Council on this item.

ATTACHMENTS:

Description	Type
Ordinance Annexing Territory 2960 Lakeland Road	Ordinance

ORDINANCE NO. _____

ORDINANCE ANNEXING TERRITORY
2960 LAKELAND ROAD

WHEREAS, there having been filed with the City Clerk, and by said Clerk presented to the Council herewith and attached as Exhibit A, the petition under oath of Amanda M. Stout and Jonathan R. Fisher, requesting that there be annexed to the City territory described as:

LOT TWENTY-ONE (21) IN BLOCK ONE (1) OF LAKELAND HEIGHTS, AS PER PLAT RECORDED IN BOOK 982, PAGE 36 OF THE RECORDS IN THE RECORDER'S OFFICE OF MACON COUNTY, ILLINOIS.

PIN# 17-12-36-128-006

WHEREAS, it appears said petition is signed by the owners of record of all land within such territory and by at least 51% of the electors residing therein, and that said territory is contiguous to the City and not within the corporate limits of any city, village or incorporated town or other municipality, and,

WHEREAS, notice of intention to take action for annexation has been given as required.

NOW THEREFORE, BE IT ORDAINED, BY THE CITY COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That said petition and the request thereof be, and the same are hereby, approved.

Section 2. That said territory hereinabove described, along with all parts of public highways therein or next and adjacent thereto not heretofore annexed, if any, be, and the same are hereby, annexed to and are incorporated into the limits of the City of Decatur, Illinois, a municipal corporation.

Section 3. That a plat of said annexed premises is attached hereto as Exhibit B and hereby made a part hereof.

Section 4. That the City Clerk shall cause certified copies of this ordinance to be filed with the County Clerk and recorded by the Recorder of Deeds of Macon County, Illinois.

PRESENTED, PASSED, APPROVED AND RECORDED this 21st day of October 2024.

_____
JULIE MOORE WOLFE, MAYOR

ATTEST:

_____
ANGELA HARPER, DEPUTY CITY CLERK

PETITION FOR ANNEXATION

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

The undersigned, under oath, respectfully represents as follows:

1. That he/she is an owner of record, or an elector (person registered to vote) residing therein, of all the property herein described.
2. That at least 51% of the electors (person(s) registered to vote) who reside on the property herein described have signed and do join in the petition.
3. That the property herein described is not within the corporate limits of any municipality.
4. That the property herein described is contiguous (adjacent) to the City of Decatur.
5. That only the following listed adult person(s) (over 18 years of age) reside in the property to be annexed. (Please list the name of each adult person residing in the property to be annexed, including middle initial.)

   M
   Amanda Stout

   R
   Jonathan Fisher

6. That the petitioner(s) request(s) that the City of Decatur, annex the property commonly described as 2960 Lakeland Road, and legally described as follows:

   LOT TWENTY-ONE (21) IN BLOCK ONE (1) OF LAKELAND HEIGHTS, AS PER PLAT RECORDED IN BOOK 982, PAGE 36 OF THE RECORDS IN THE RECORDER'S OFFICE OF MACON COUNTY, ILLINOIS.

PIN #_17-12-36-128-006_

WHEREFORE, petitioner(s) request(s) the above described property be annexed to the City of Decatur, in accordance with the Statutes in such case made and provided.

SIGNATURE	PRINTED NAME	STREET ADDRESS, CITY, STATE
Amanda Stout	Amanda Stout	2960 Lakeland Rd Decatur, IL 62521
Jonathan Fisher	Jonathan Fisher	2960 Lakeland Rd Decatur IL 62521

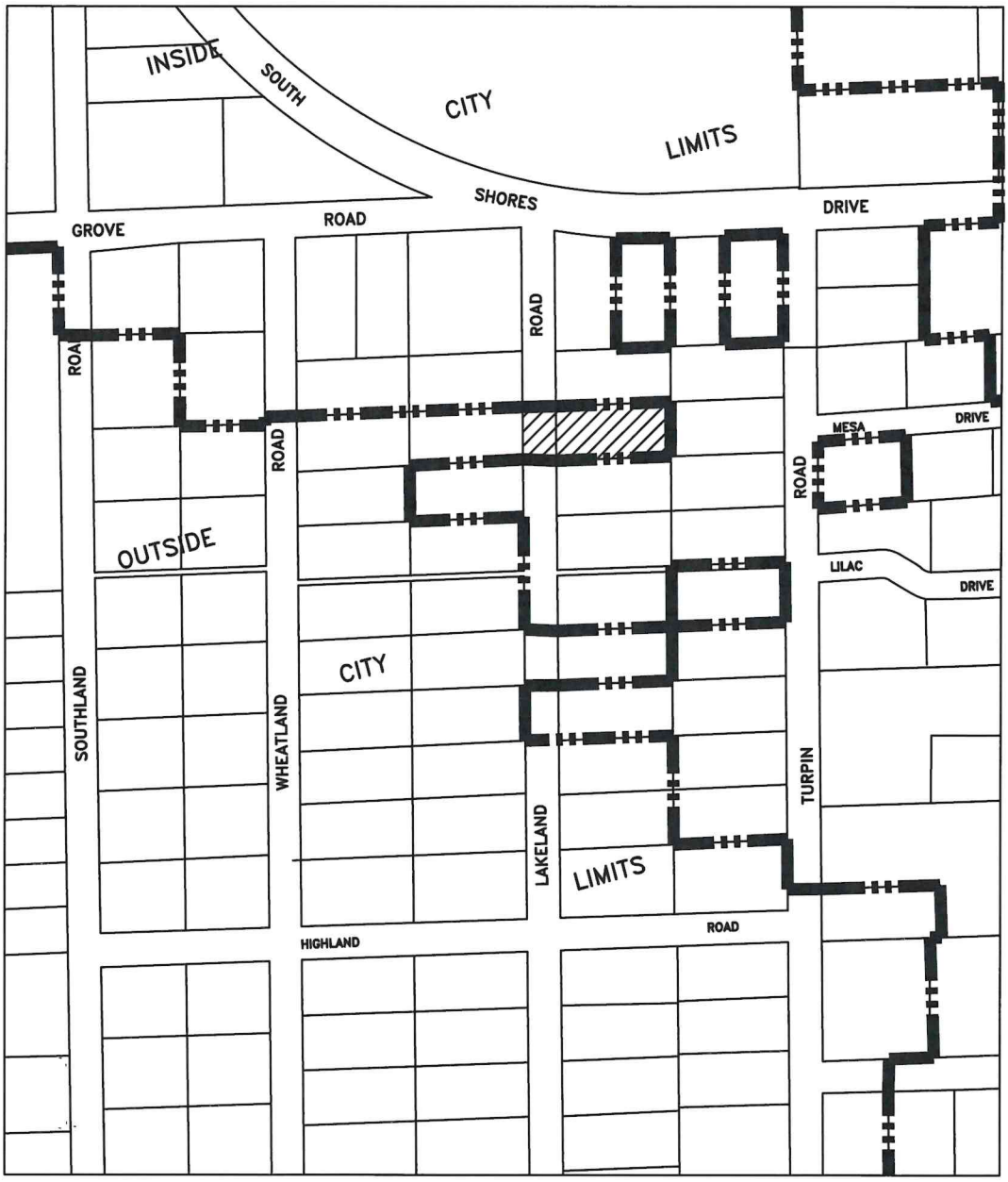
Signed and sworn to before me this 12 day of Sept., 20 24

"OFFICIAL SEAL"
ANTHONY M. LONGCOR
NOTARY PUBLIC - STATE OF ILLINOIS
MY COMMISSION EXPIRES MAR. 14, 2026

Notary Public

(Rev. 12/2014)

K:\Common\CVCPW\Annexations\Forced Annexations\2024 Annexations\Forced\2960 Lakeland Road\2960 Lakeland Rd Plat.dwg



PLAT OF TERRITORY ANNEXED TO THE CITY OF DECATUR, ILLINOIS

2960 LAKELAND ROAD

indicates territory annexed

indicates existing corporate limits

0.48± **acres**

AREA 0.00075± **sq. miles**

100± **lin. ft. of public road**

SOUTH WHEATLAND **township**

N.T.S.

MATTHEW C. NEWELL
062.048941
REGISTERED
PROFESSIONAL
ENGINEER
OF
ILLINOIS

10-9-24

Director of Public Works – DECATUR, ILLINOIS
ILLINOIS PROFESSIONAL ENGINEER #062-048941
LICENSE EXPIRES NOV. 30, 2024

All dimensions shown hereon are dimensions of record. The annexation plat has been prepared from data in public records and legal descriptions provided by the petitioner. It is not the result of a survey performed on the ground.

ORDINANCE NO: _____

Exhibit B

DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION

DATE: _____

DATE: 10/9/2024

MEMO: 2024-164

TO: **Honorable Mayor Julie Moore Wolfe and City Council Members**

FROM: **Tim Gleason, City Manager**
Matt Newell, P.E., Public Works Director

SUBJECT: Ordinance Annexing Territory –3060 Lakeland Road

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BACKGROUND: The subject property is being annexed due to a water service agreement.

POTENTIAL OBJECTIONS: None

STAFF REFERENCE: Matt Newell, Public Works Director and Tara Bachstein, Public Works Administrative Assistant. Matt Newell will be in attendance at the City Council meeting to answer any questions of the Council on this item.

ATTACHMENTS:

Description	Type
Ordinance Annexing Territory 3060 Lakeland Road	Ordinance

ORDINANCE NO. _____

ORDINANCE ANNEXING TERRITORY
3060 LAKELAND ROAD

WHEREAS, there having been filed with the City Clerk, and by said Clerk presented to the Council herewith and attached as Exhibit A, the petition under oath of Linda K. Hartman, requesting that there be annexed to the City territory described as:

LOT 14 IN BLOCK 1 OF LAKELAND HEIGHTS, AS PER PLAT RECORDED IN BOOK 982 PAGE 36 OF THE RECORDS IN THE RECORDER'S OFFICE OF MACON COUNTY, ILLINOIS.

PIN# 17-12-36-128-013

WHEREAS, it appears said petition is signed by the owners of record of all land within such territory and by at least 51% of the electors residing therein, and that said territory is contiguous to the City and not within the corporate limits of any city, village or incorporated town or other municipality, and,

WHEREAS, notice of intention to take action for annexation has been given as required.

NOW THEREFORE, BE IT ORDAINED, BY THE CITY COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That said petition and the request thereof be, and the same are hereby, approved.

Section 2. That said territory hereinabove described, along with all parts of public highways therein or next and adjacent thereto not heretofore annexed, if any, be, and the same are hereby, annexed to and are incorporated into the limits of the City of Decatur, Illinois, a municipal corporation.

Section 3. That a plat of said annexed premises is attached hereto as Exhibit B and hereby made a part hereof.

Section 4. That the City Clerk shall cause certified copies of this ordinance to be filed with the County Clerk and recorded by the Recorder of Deeds of Macon County, Illinois.

PRESENTED, PASSED, APPROVED AND RECORDED this 21st day of October 2024.

_____
JULIE MOORE WOLFE, MAYOR

ATTEST:

_____
ANGELA HARPER, DEPUTY CITY CLERK

PETITION FOR ANNEXATION

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

The undersigned, under oath, respectfully represents as follows:

1. That he/she is an owner of record, or an elector (person registered to vote) residing therein, of all the property herein described.
2. That at least 51% of the electors (person(s) registered to vote) who reside on the property herein described have signed and do join in the petition.
3. That the property herein described is not within the corporate limits of any municipality.
4. That the property herein described is contiguous (adjacent) to the City of Decatur.
5. That only the following listed adult person(s) (over 18 years of age) reside in the property to be annexed. (Please list the name of each adult person residing in the property to be annexed, including middle initial.)

   Linda K. Hartman

6. That the petitioner(s) request(s) that the City of Decatur, annex the property commonly described as 3060 Lakeland Road, and legally described as follows:

   LOT 14 IN BLOCK 1 OF LAKELAND HEIGHTS, AS PER PLAT RECORDED IN BOOK 982 PAGE 36 OF THE RECORDS IN THE RECORDER'S OFFICE OF MACON COUNTY, ILLINOIS.

PIN #_17-12-36-128-013__

WHEREFORE, petitioner(s) request(s) the above described property be annexed to the City of Decatur, in accordance with the Statutes in such case made and provided.

SIGNATURE	PRINTED NAME	STREET ADDRESS, CITY, STATE
Linda K Hartman	Linda K Hartman	3060 Lakeland Rd Decatur, IL

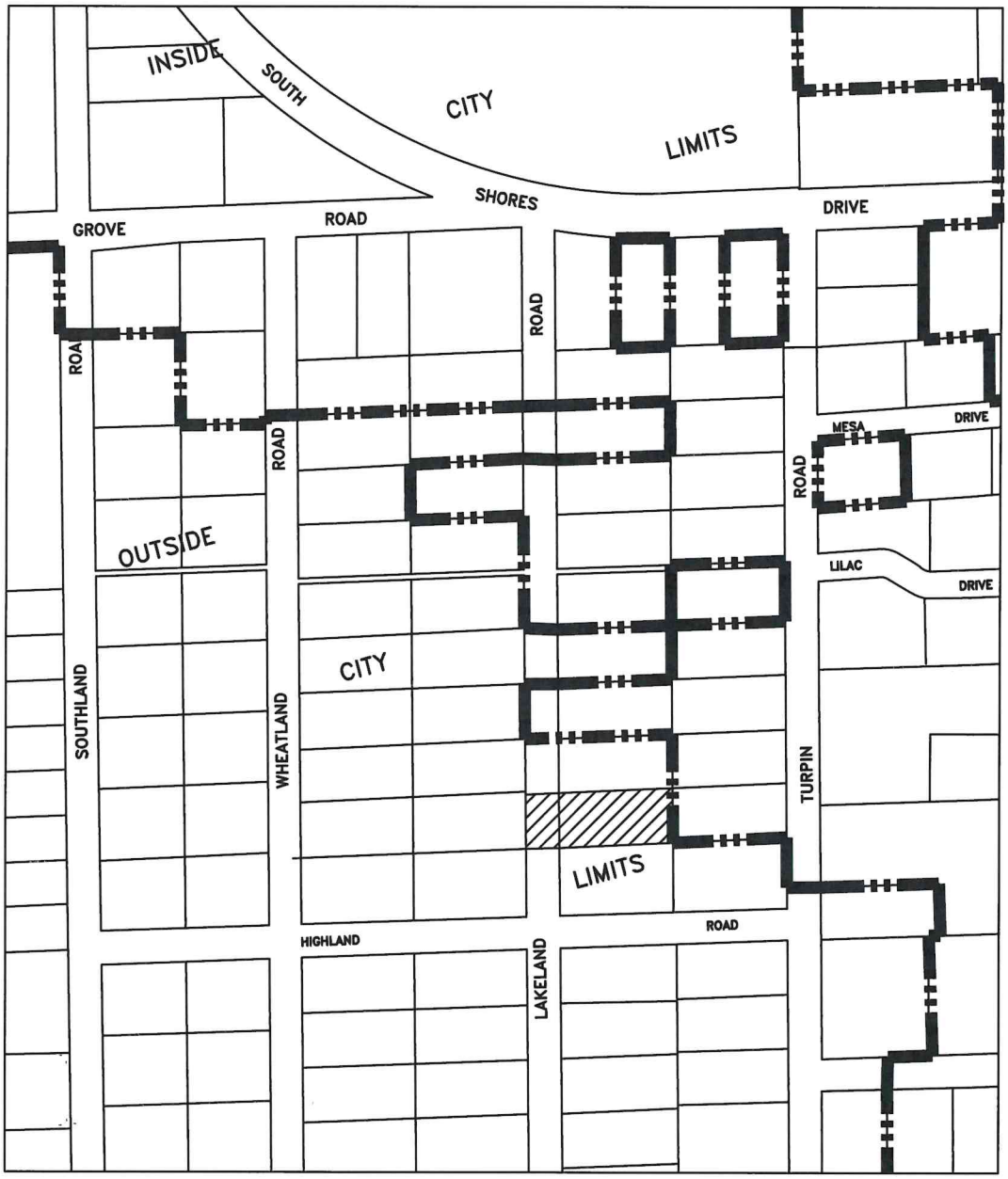
Signed and sworn to before me this 17th day of September, 20 24

Tara R. Bachstein
Notary Public

(Rev. 12/2014)

OFFICIAL SEAL
TARA R. BACHSTEIN
Notary Public - State of Illinois
My Commission Expires 5/12/2027

K:\Common\CVCPW\Annexations\Forced Annexations\2024 Annexations\Forced\3060 Lakeland Road\3060 Lakeland Rd Plat.dwg



PLAT OF TERRITORY ANNEXED TO THE CITY OF DECATUR, ILLINOIS

3060 LAKELAND ROAD

indicates territory annexed

indicates existing corporate limits

0.48± acres

AREA 0.00075± sq. miles

100± lin. ft. of public road

SOUTH WHEATLAND township

N.T.S.

All dimensions shown hereon are dimensions of record. The annexation plat has been prepared from data in public records and legal descriptions provided by the petitioner. It is not the result of a survey performed on the ground.

MATTHEW C. NEWELL
062.048941
REGISTERED
PROFESSIONAL
ENGINEER
OF
ILLINOIS

10-9-24

Director of Public Works – DECATUR, ILLINOIS
ILLINOIS PROFESSIONAL ENGINEER #062-048941
LICENSE EXPIRES NOV. 30, 2024

ORDINANCE NO: _____

DATE: _____

DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION

Exhibit B

DATE: 10/9/2024

MEMO: 2024-165

TO: **Honorable Mayor Julie Moore Wolfe and City Council Members**

FROM: **Tim Gleason, City Manager**
Matt Newell, P.E., Public Works Director

SUBJECT:
Ordinance Annexing Territory –2147 South Shores Drive

SUMMARY RECOMMENDATION:
Staff recommends that the following Ordinance annexing territory 2147 South Shores Drive be approved.

BACKGROUND: The subject property is being annexed due to a water service agreement.

POTENTIAL OBJECTIONS: None

STAFF REFERENCE: Matt Newell, Public Works Director and Tara Bachstein, Public Works Administrative Assistant. Matt Newell will be in attendance at the City Council meeting to answer any questions of the Council on this item.

ATTACHMENTS:

Description	Type
Ordinance Annexing Territory 2147 South Shores Drive	Ordinance

ORDINANCE NO. _____

ORDINANCE ANNEXING TERRITORY
2147 SOUTH SHORES DRIVE

WHEREAS, there having been filed with the City Clerk, and by said Clerk presented to the Council herewith and attached as Exhibit A, the petition under oath of Andrew J. Anderson and Shea L. Anderson, requesting that there be annexed to the City territory described as:

LOT TWENTY-FOUR (24) IN BLOCK ONE (1) OF LAKELAND HEIGHTS SUBDIVISION, AS PER PLAT RECORDED IN BOOK 982, PAGE 36 OF THE RECORDS IN THE RECORDER'S OFFICE OF MACON COUNTY, ILLINOIS.

PIN# 17-12-36-128-002

WHEREAS, it appears said petition is signed by the owners of record of all land within such territory and by at least 51% of the electors residing therein, and that said territory is contiguous to the City and not within the corporate limits of any city, village or incorporated town or other municipality, and,

WHEREAS, notice of intention to take action for annexation has been given as required.

NOW THEREFORE, BE IT ORDAINED, BY THE CITY COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That said petition and the request thereof be, and the same are hereby, approved.

Section 2. That said territory hereinabove described, along with all parts of public highways therein or next and adjacent thereto not heretofore annexed, if any, be, and the same are hereby, annexed to and are incorporated into the limits of the City of Decatur, Illinois, a municipal corporation.

Section 3. That a plat of said annexed premises is attached hereto as Exhibit B and hereby made a part hereof.

Section 4. That the City Clerk shall cause certified copies of this ordinance to be filed with the County Clerk and recorded by the Recorder of Deeds of Macon County, Illinois.

PRESENTED, PASSED, APPROVED AND RECORDED this 21st day of October 2024.

_____
JULIE MOORE WOLFE, MAYOR

ATTEST:

_____
ANGELA HARPER, DEPUTY CITY CLERK

RESIDENTIAL - OCCUPIED

PETITION FOR ANNEXATION

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

The undersigned, under oath, respectfully represents as follows:

1. That he/she is an owner of record, or an elector (person registered to vote) residing therein, of all the property herein described.
2. That at least 51% of the electors (person(s) registered to vote) who reside on the property herein described have signed and do join in the petition.
3. That the property herein described is not within the corporate limits of any municipality.
4. That the property herein described is contiguous (adjacent) to the City of Decatur.
5. That only the following listed adult person(s) (over 18 years of age) reside in the property to be annexed. (Please list the name of each adult person residing in the property to be annexed, including middle initial.)
   Andrew J. Anderson
   Shea L. Anderson
6. That the petitioner(s) request(s) that the City of Decatur, annex the property commonly described as 2147 South Shores Drive, and legally described as follows:

   LOT TWENTY-FOUR (24) IN BLOCK ONE (1) OF LAKELAND HEIGHTS SUBDIVISION, AS PER PLAT RECORDED IN BOOK 982, PAGE 36 OF THE RECORDS IN THE RECORDER'S OFFICE OF MACON COUNTY, ILLINOIS.

PIN #_17-12-36-128-002_

WHEREFORE, petitioner(s) request(s) the above described property be annexed to the City of Decatur, in accordance with the Statutes in such case made and provided.

SIGNATURE	PRINTED NAME	STREET ADDRESS, CITY, STATE
	Andrew Anderson	2147 South Shores drive Decatur,
	Shea L. Anderson	

Signed and sworn to before me this 20th day of September, 2024

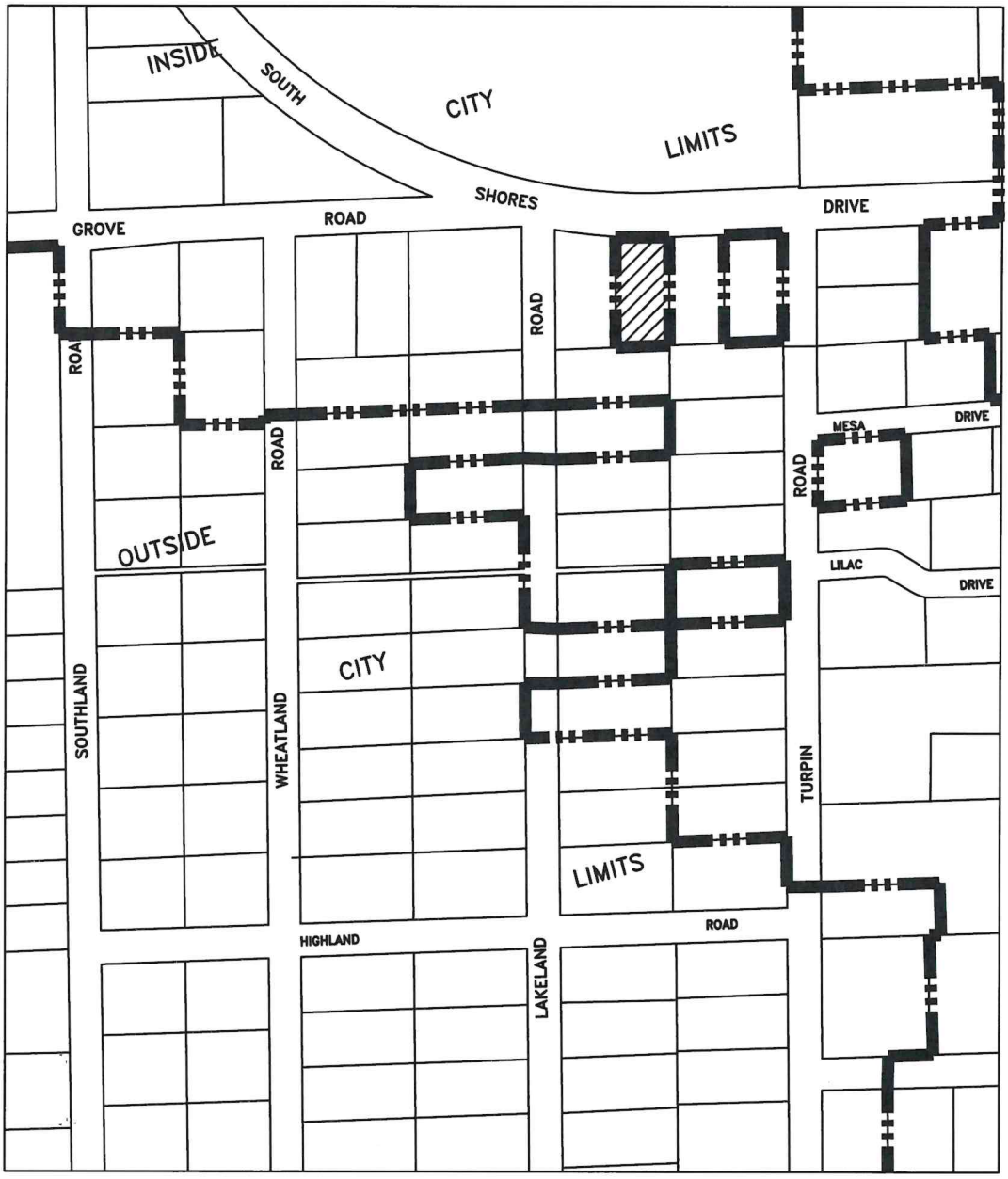
Tara R. Bachstein
Notary Public

OFFICIAL SEAL
TARA R. BACHSTEIN
Notary Public - State of Illinois
My Commission Expires 5/12/2027

(Rev. 12/2014)

Exhibit A

K:\Common\CVCPW\Annexations\Forced Annexations\2024 Annexations\Forced\2147 South Shores Drive\2147 South Shores Drive Plat.dwg



PLAT OF TERRITORY ANNEXED TO THE CITY OF DECATUR, ILLINOIS

2147 South Shores Drive

indicates territory annexed

indicates existing corporate limits

0.44± acres

AREA 0.00069± sq. miles

0 lin. ft. of public road

SOUTH WHEATLAND township

N.T.S.

MATTHEW C. NEWELL
062.048941
REGISTERED
PROFESSIONAL
ENGINEER
OF
ILLINOIS

10-9-24

Director of Public Works – DECATUR, ILLINOIS
ILLINOIS PROFESSIONAL ENGINEER #062-048941
LICENSE EXPIRES NOV. 30, 2024

All dimensions shown hereon are dimensions of record. The annexation plat has been prepared from data in public records and legal descriptions provided by the petitioner. It is not the result of a survey performed on the ground.

ORDINANCE NO: _____

DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION

Exhibit B

DATE: _____

DATE: 10/9/2024

MEMO: 2024-166

TO: **Honorable Mayor Julie Moore Wolfe and City Council Members**

FROM: **Tim Gleason, City Manager**
Matt Newell, P.E., Public Works Director

SUBJECT:
Ordinance Annexing Territory –2727 Southland Road

SUMMARY RECOMMENDATION: Staff recommends that the following Ordinance annexing territory 2727 Southland Road be approved.

BACKGROUND:
The subject property is being annexed due to a water service agreement.

POTENTIAL OBJECTIONS: None

STAFF REFERENCE: Matt Newell, Public Works Director and Tara Bachstein, Public Works Administrative Assistant. Matt Newell will be in attendance at the City Council meeting to answer any questions of the Council on this item.

ATTACHMENTS:

Description	Type
Ordinance Annexing Territory –2727 Southland Road	Ordinance

ORDINANCE NO. _____

ORDINANCE ANNEXING TERRITORY
2727 SOUTHLAND ROAD

WHEREAS, there having been filed with the City Clerk, and by said Clerk presented to the Council herewith and attached as Exhibit A, the petition under oath of Chelsey S. Fritzgerald and Adam S. Fritzgerald, requesting that there be annexed to the City territory described as:

LOT 1 OF WILLHITE ADDITION AS PER PLAT RECORDED IN BOOK 1832, PAGE 960 OF THE RECORDS IN THE RECORDER'S OFFICE OF MACON COUNTY, ILLINOIS. SITUATED IN MACON COUNTY, ILLINOIS.

PIN# 17-12-25-351-033

WHEREAS, it appears said petition is signed by the owners of record of all land within such territory and by at least 51% of the electors residing therein, and that said territory is contiguous to the City and not within the corporate limits of any city, village or incorporated town or other municipality, and,

WHEREAS, notice of intention to take action for annexation has been given as required.

NOW THEREFORE, BE IT ORDAINED, BY THE CITY COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That said petition and the request thereof be, and the same are hereby, approved.

Section 2. That said territory hereinabove described, along with all parts of public highways therein or next and adjacent thereto not heretofore annexed, if any, be, and the same are hereby, annexed to and are incorporated into the limits of the City of Decatur, Illinois, a municipal corporation.

Section 3. That a plat of said annexed premises is attached hereto as Exhibit B and hereby made a part hereof.

Section 4. That the City Clerk shall cause certified copies of this ordinance to be filed with the County Clerk and recorded by the Recorder of Deeds of Macon County, Illinois.

PRESENTED, PASSED, APPROVED AND RECORDED this 21st day of October 2024.

_____
JULIE MOORE WOLFE, MAYOR

ATTEST:

_____
ANGELA HARPER, DEPUTY CITY CLERK

PETITION FOR ANNEXATION

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

The undersigned, under oath, respectfully represents as follows:

1. That he/she is an owner of record, or an elector (person registered to vote) residing therein, of all the property herein described.
2. That at least 51% of the electors (person(s) registered to vote) who reside on the property herein described have signed and do join in the petition.
3. That the property herein described is not within the corporate limits of any municipality.
4. That the property herein described is contiguous (adjacent) to the City of Decatur.
5. That only the following listed adult person(s) (over 18 years of age) reside in the property to be annexed. (Please list the name of each adult person residing in the property to be annexed, including middle initial.)

Chelsey S. Fritzgerald Adam S. Fritzgerald

6. That the petitioner(s) request(s) that the City of Decatur, annex the property commonly described as 2727 Southland Road, and legally described as follows:

LOT 1 OF WILLHITE ADDITION AS PER PLAT RECORDED IN BOOK 1832, PAGE 960 OF THE RECORDS IN THE RECORDER'S OFFICE OF MACON COUNTY, ILLINOIS. SITUATED IN MACON COUNTY, ILLINOIS.

PIN #_17-12-25-351-033_

WHEREFORE, petitioner(s) request(s) the above described property be annexed to the City of Decatur, in accordance with the Statutes in such case made and provided.

SIGNATURE	PRINTED NAME	STREET ADDRESS, CITY, STATE
Chelsey Fritzgerald	Chelsey Fritzgerald	2727 Southland Rd, Decatur IL 62521
Adam Fritzgerald	Adam Fritzgerald	2727 Southland Rd Decatur IL 62521

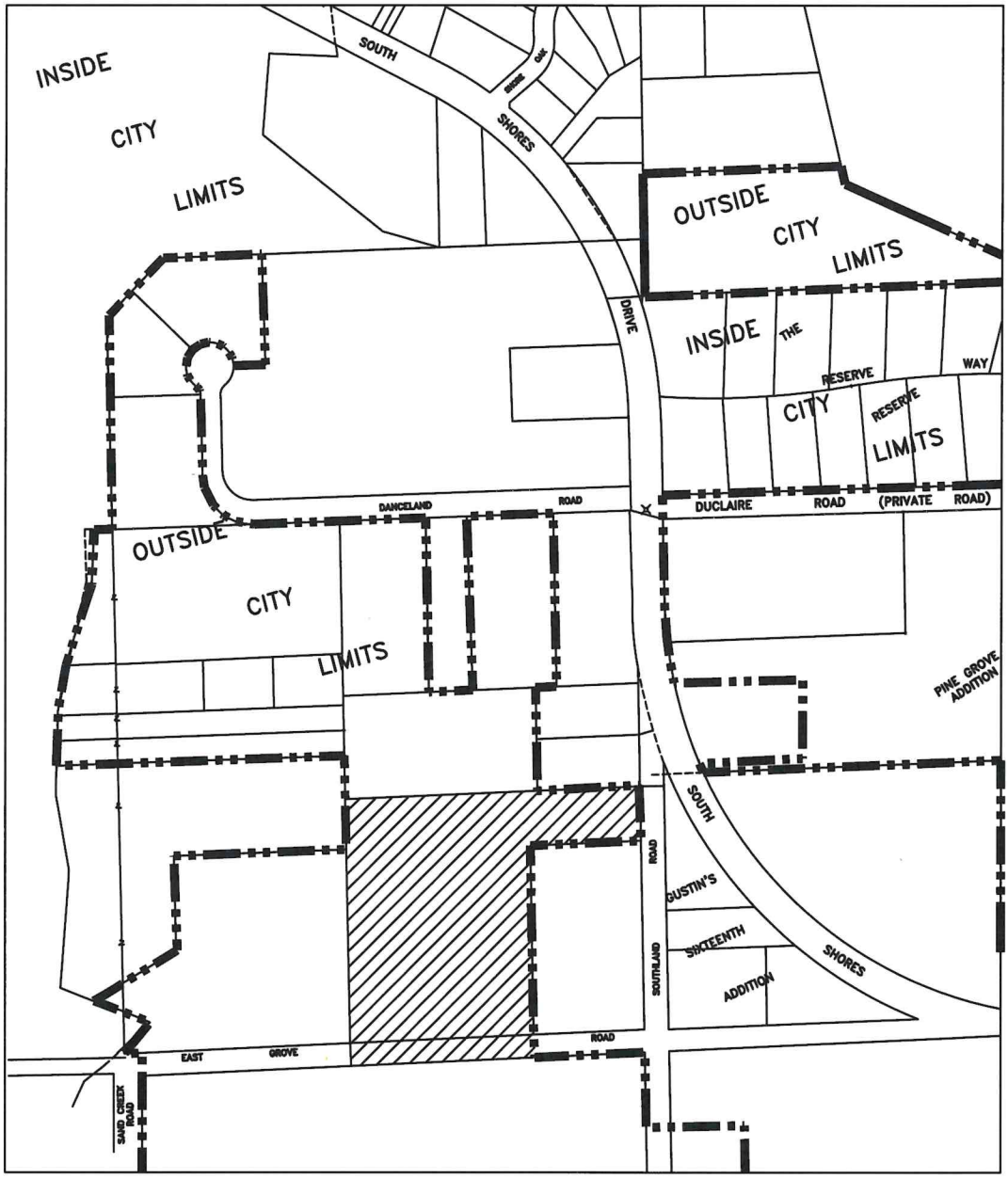
Signed and sworn to before me this 19 day of September, 20 24

OFFICIAL SEAL
TERESA D HALL
NOTARY PUBLIC, STATE OF ILLINOIS
MY COMMISSION EXPIRES 08/26

Teresa D Hall
Notary Public

(Rev. 12/2014)

K:\Common\CVCPW\Annexations\Forced Annexations\2024 Annexations\Forced\2727 Southland Road\2727 Southland Rd Plat.dwg



PLAT OF TERRITORY ANNEXED TO THE CITY OF DECATUR, ILLINOIS

2727 SOUTHLAND ROAD

indicates territory annexed

indicates existing corporate limits

6.59± **acres**

AREA 0.0103± **sq. miles**

438± **lin. ft. of public road**

SOUTH WHEATLAND **township**

N.T.S.

MATTHEW C. NEWELL
062.048941
REGISTERED
PROFESSIONAL
ENGINEER
OF
ILLINOIS

10-9-24

Director of Public Works – DECATUR, ILLINOIS
ILLINOIS PROFESSIONAL ENGINEER #062-048941
LICENSE EXPIRES NOV. 30, 2024

All dimensions shown hereon are dimensions of record. The annexation plat has been prepared from data in public records and legal descriptions provided by the petitioner. It is not the result of a survey performed on the ground.

ORDINANCE NO: _____

DATE: _____

DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION

Exhibit B

DATE: 10/9/2024

MEMO: 2024-167

TO: **Honorable Mayor Julie Moore Wolfe and City Council Members**

FROM: **Tim Gleason, City Manager**
Matt Newell, P.E., Public Works Director

SUBJECT:
Ordinance Annexing Territory –3404 North Taylor Avenue

SUMMARY RECOMMENDATION:
Staff recommends that the following Ordinance annexing territory 3404 North Taylor Avenue be approved.

BACKGROUND: The subject property is being annexed due to citizen wanting City water.

POTENTIAL OBJECTIONS: None

STAFF REFERENCE: Matt Newell, Public Works Director and Tara Bachstein, Public Works Administrative Assistant. Matt Newell will be in attendance at the City Council meeting to answer any questions of the Council on this item.

ATTACHMENTS:

Description	Type
Ordinance Annexing Territory 3404 North Taylor Avenue	Ordinance

ORDINANCE NO. _____

ORDINANCE ANNEXING TERRITORY
3404 NORTH TAYLOR AVENUE

WHEREAS, there having been filed with the City Clerk, and by said Clerk presented to the Council herewith and attached as Exhibit A, the petition under oath of Joseph I. Bessonette, requesting that there be annexed to the City territory described as:

> LOTS ONE HUNDRED AND EIGHTY-FOUR (184), ONE HUNDRED AND EIGHTY-FIVE (185), AND ONE HUNDRED AND EIGHTY-SIX (186) OF WILSONDALE, A SUBDIVISION IN THE WEST HALF, SOUTHWEST QUARTER, NORTHEAST QUARTER OF SECTION 33, TOWNSHIP 17 NORTH, RANGE 2 EAST MACON COUNTY, ILLINOIS, AS PER PLAT RECORDED IN BOOK 536 PAGE 18 OF THE RECORDS IN THE RECORDER'S OFFICE OF MACON COUNTY, ILLINOIS
>
> PIN# 07-07-33-254-014, 07-07-33-254-015, AND 07-07-33-254-016

WHEREAS, it appears said petition is signed by the owners of record of all land within such territory and by at least 51% of the electors residing therein, and that said territory is contiguous to the City and not within the corporate limits of any city, village or incorporated town or other municipality, and,

WHEREAS, notice of intention to take action for annexation has been given as required.

NOW THEREFORE, BE IT ORDAINED, BY THE CITY COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That said petition and the request thereof be, and the same are hereby, approved.

Section 2. That said territory hereinabove described, along with all parts of public highways therein or next and adjacent thereto not heretofore annexed, if any, be, and the same are hereby, annexed to and are incorporated into the limits of the City of Decatur, Illinois, a municipal corporation.

Section 3. That a plat of said annexed premises is attached hereto as Exhibit B and hereby made a part hereof.

Section 4. That the City Clerk shall cause certified copies of this ordinance to be filed with the County Clerk and recorded by the Recorder of Deeds of Macon County, Illinois.

PRESENTED, PASSED, APPROVED AND RECORDED this 21st day of October 2024.

_____
JULIE MOORE WOLFE, MAYOR

ATTEST:

_____
ANGELA HARPER, DEPUTY CITY CLERK

PETITION FOR ANNEXATION

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

The undersigned, under oath, respectfully represents as follows:

1. That he/she is an owner of record, or an elector (person registered to vote) residing therein, of all the property herein described.
2. That at least 51% of the electors (person(s) registered to vote) who reside on the property herein described have signed and do join in the petition.
3. That the property herein described is not within the corporate limits of any municipality.
4. That the property herein described is contiguous (adjacent) to the City of Decatur.
5. That only the following listed adult person(s) (over 18 years of age) reside in the property to be annexed. (Please list the name of each adult person residing in the property to be annexed, including middle initial.) Joseph I Bessonette

6. That the petitioner(s) request(s) that the City of Decatur, annex the property commonly described as 3404 N. Taylor Avenue, and legally described as follows:

LOTS ONE HUNDRED AND EIGHTY-FOUR (184), ONE HUNDRED AND EIGHTY-FIVE (185), AND ONE HUNDRED AND EIGHTY-SIX (186) OF WILSONDALE, A SUBDIVISION IN THE WEST HALF, SOUTHWEST QUARTER, NORTHEAST QUARTER OF SECTION 33, TOWNSHIP 17 NORTH, RANGE 2 EAST MACON COUNTY, ILLINOIS, AS PER PLAT RECORDED IN BOOK 536 PAGE 18 OF THE RECORDS IN THE RECORDER'S OFFICE OF MACON COUNTY, ILLINOIS.

PIN #07-07-33-254-015
PIN #07-07-33-254-016
PIN #07-07-33-254-014

WHEREFORE, petitioner(s) request(s) the above described property be annexed to the City of Decatur, in accordance with the Statutes in such case made and provided.

SIGNATURE	PRINTED NAME	STREET ADDRESS, CITY, STATE
Joseph I Bessonette	Joseph I Bessonette	3404 N. Taylor Ave Decatur, IL 62526

Signed and sworn to before me this 2nd day of October, 2024

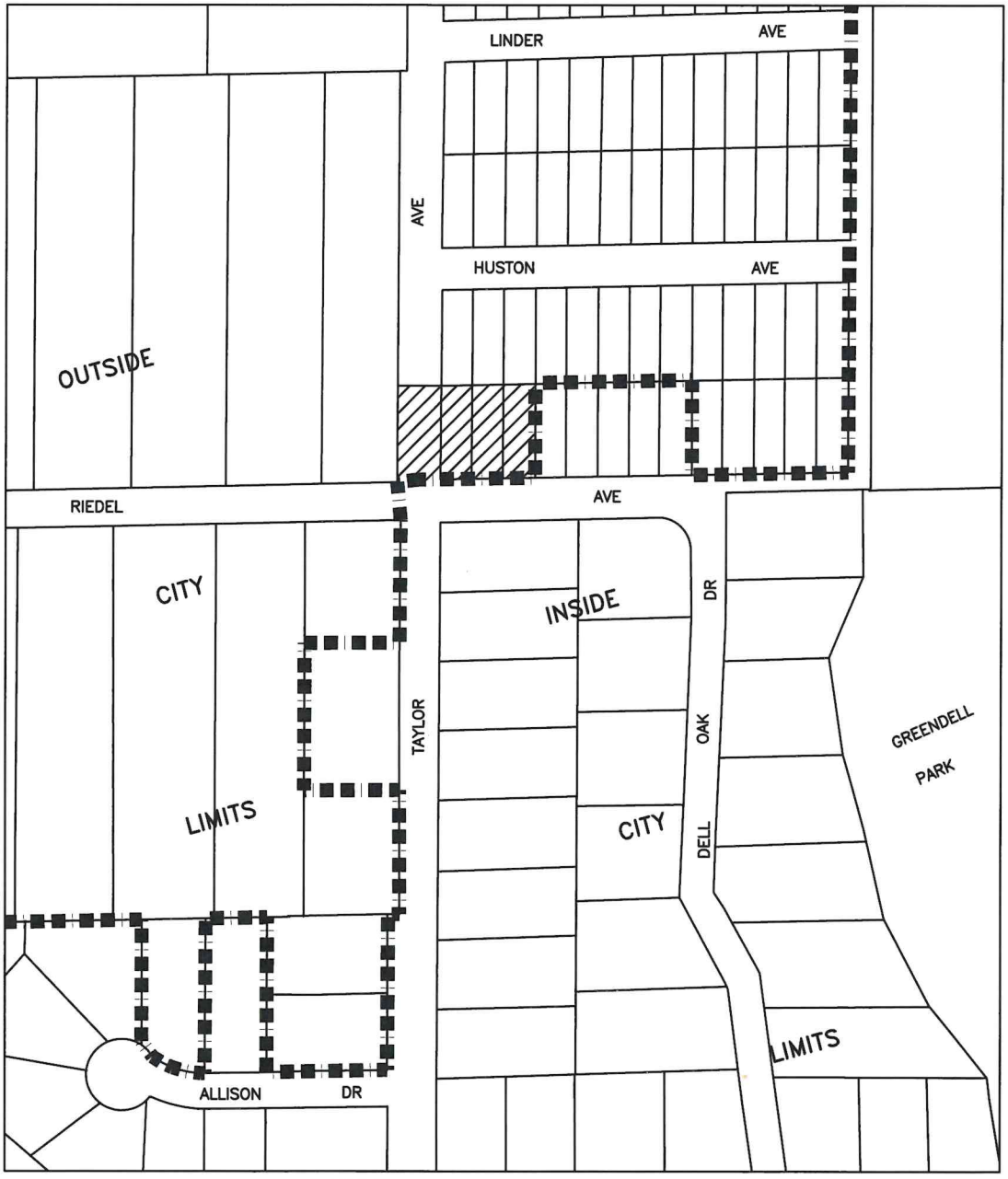
Felicia A. Evans
Notary Public

OFFICIAL SEAL
FELICIA A. EVANS
Notary Public - State of Illinois
My Commission Expires 4/16/2027

(Rev. 12/2014)

Exhibit A

K:\Common\CVCPW\Annexations\Forced Annexations\2024 Annexations\Voluntary\3404 N Taylor Ave\3404 N Taylor Plat.dwg



PLAT OF TERRITORY ANNEXED TO THE CITY OF DECATUR, ILLINOIS

3404 N TAYLOR AVENUE

indicates territory annexed

indicates existing corporate limits

0.42± **acres**

AREA 0.00066± **sq. miles**

135± **lin. ft. of public road**

SOUTH WHEATLAND **township**

N.T.S.

MATTHEW C. NEWELL
062.048941
REGISTERED PROFESSIONAL ENGINEER
OF ILLINOIS

10-9-24

Director of Public Works – DECATUR, ILLINOIS
ILLINOIS PROFESSIONAL ENGINEER #062-048941
LICENSE EXPIRES NOV. 30, 2024

All dimensions shown hereon are dimensions of record. The annexation plat has been prepared from data in public records and legal descriptions provided by the petitioner. It is not the result of a survey performed on the ground.

ORDINANCE NO: _____

DATE: _____

DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION

DATE: 10/9/2024

MEMO: 2024-168

TO: **Honorable Mayor Julie Moore Wolfe and City Council Members**

FROM: **Tim Gleason, City Manager**
Matt Newell, P.E., Public Works Director

SUBJECT: Ordinance Annexing Territory –3086 Turpin Road

SUMMARY RECOMMENDATION: Staff recommends that the following Ordinance annexing territory 3086 Turpin Road be approved.

BACKGROUND:
The subject property is being annexed due to a water service agreement.

POTENTIAL OBJECTIONS: None

STAFF REFERENCE: Matt Newell, Public Works Director and Tara Bachstein, Public Works Administrative Assistant. Matt Newell will be in attendance at the City Council meeting to answer any questions of the Council on this item.

ATTACHMENTS:

Description	Type
Ordinance Annexing Territory 3086 Turpin Road	Ordinance

ORDINANCE NO. _____

ORDINANCE ANNEXING TERRITORY
3086 TURPIN ROAD

WHEREAS, there having been filed with the City Clerk, and by said Clerk presented to the Council herewith and attached as Exhibit A, the petition under oath of Ashley Mikola and Linda L. Mikola, requesting that there be annexed to the City territory described as:

3086 TURPIN ROAD, DECATUR, ILLINOIS, 62521, MIKOLA ADDITION LOT 1

PIN# 17-12-36-203-026

WHEREAS, it appears said petition is signed by the owners of record of all land within such territory and by at least 51% of the electors residing therein, and that said territory is contiguous to the City and not within the corporate limits of any city, village or incorporated town or other municipality, and,

WHEREAS, notice of intention to take action for annexation has been given as required.

NOW THEREFORE, BE IT ORDAINED, BY THE CITY COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That said petition and the request thereof be, and the same are hereby, approved.

Section 2. That said territory hereinabove described, along with all parts of public highways therein or next and adjacent thereto not heretofore annexed, if any, be, and the same are hereby, annexed to and are incorporated into the limits of the City of Decatur, Illinois, a municipal corporation.

Section 3. That a plat of said annexed premises is attached hereto as Exhibit B and hereby made a part hereof.

Section 4. That the City Clerk shall cause certified copies of this ordinance to be filed with the County Clerk and recorded by the Recorder of Deeds of Macon County, Illinois.

PRESENTED, PASSED, APPROVED AND RECORDED this 21st day of October 2024.

_____
JULIE MOORE WOLFE, MAYOR

ATTEST:

_____
ANGELA HARPER, DEPUTY CITY CLERK

RESIDENTIAL - OCCUPIED

PETITION FOR ANNEXATION

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

The undersigned, under oath, respectfully represents as follows:

1. That he/she is an owner of record, or an elector (person registered to vote) residing therein, of all the property herein described.
2. That at least 51% of the electors (person(s) registered to vote) who reside on the property herein described have signed and do join in the petition.
3. That the property herein described is not within the corporate limits of any municipality.
4. That the property herein described is contiguous (adjacent) to the City of Decatur.
5. That only the following listed adult person(s) (over 18 years of age) reside in the property to be annexed. (Please list the name of each adult person residing in the property to be annexed, including middle initial.)_____

   Linda L. Mikola

6. That the petitioner(s) request(s) that the City of Decatur, annex the property commonly described as 3086 Turpin Road, and legally described as follows:

   3086 TURPIN ROAD, DECATUR, ILLINOIS, 62521, MIKOLA ADDITION LOT 1

PIN #_17-12-36-203-026__

WHEREFORE, petitioner(s) request(s) the above described property be annexed to the City of Decatur, in accordance with the Statutes in such case made and provided.

SIGNATURE	PRINTED NAME	STREET ADDRESS, CITY, STATE
Linda L. Mikola	Linda L. Mikola	3086 Turpin Rd,

Signed and sworn to before me this 26th day of September, 2024

Tara R. Bachstein
Notary Public

(Rev. 12/2014)

OFFICIAL SEAL
TARA R. BACHSTEIN
Notary Public - State of Illinois
My Commission Expires 5/12/2027

RESIDENTIAL - OCCUPIED

PETITION FOR ANNEXATION

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

The undersigned, under oath, respectfully represents as follows:

1. That he/she is an owner of record, or an elector (person registered to vote) residing therein, of all the property herein described.
2. That at least 51% of the electors (person(s) registered to vote) who reside on the property herein described have signed and do join in the petition.
3. That the property herein described is not within the corporate limits of any municipality.
4. That the property herein described is contiguous (adjacent) to the City of Decatur.
5. That only the following listed adult person(s) (over 18 years of age) reside in the property to be annexed. (Please list the name of each adult person residing in the property to be annexed, including middle initial.)

Linda L. Mikola
Ashley Mikola

6. That the petitioner(s) request(s) that the City of Decatur, annex the property commonly described as 3086 Turpin Road, and legally described as follows:

3086 TURPIN ROAD, DECATUR, ILLINOIS, 62521, MIKOLA ADDITION LOT 1

PIN #_17-12-36-203-026__

WHEREFORE, petitioner(s) request(s) the above described property be annexed to the City of Decatur, in accordance with the Statutes in such case made and provided.

SIGNATURE	PRINTED NAME	STREET ADDRESS, CITY, STATE
Ashley Mikola	Ashley Mikola	3086 Turpin Road Decatur, IL 62521

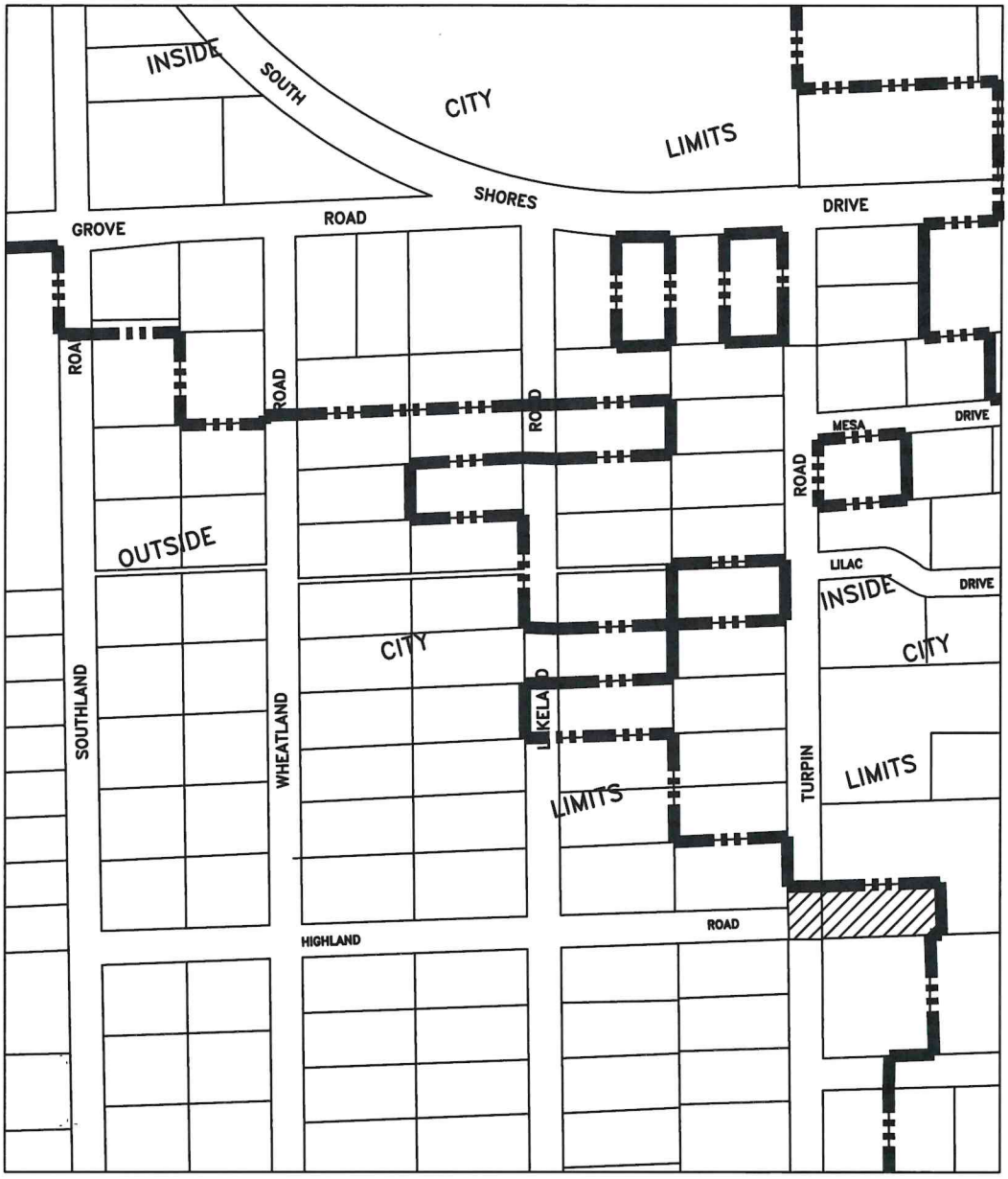
Signed and sworn to before me this 23 day of September, 2024

Sanquetta Taylor
Notary Public

(Rev. 12/2014)

Notary Public State of Florida
Sanquetta Taylor
My Commission HH 512349
Expires 4/4/2028

K:\Common\CVCPW\Annexations\Forced Annexations\2024 Annexations\Forced\3086 Turpin Road\3086 Turpin Rd Plat.dwg



PLAT OF TERRITORY ANNEXED TO THE CITY OF DECATUR, ILLINOIS

3086 TURPIN ROAD

indicates territory annexed

indicates existing corporate limits

0.50± acres

AREA 0.00078± sq. miles

100± lin. ft. of public road

SOUTH WHEATLAND township

N.T.S.

MATTHEW C. NEWELL
062.048941
REGISTERED
PROFESSIONAL
ENGINEER
OF
ILLINOIS

10-9-24

Director of Public Works – DECATUR, ILLINOIS
ILLINOIS PROFESSIONAL ENGINEER #062-048941
LICENSE EXPIRES NOV. 30, 2024

All dimensions shown hereon are dimensions of record. The annexation plat has been prepared from data in public records and legal descriptions provided by the petitioner. It is not the result of a survey performed on the ground.

ORDINANCE NO: _____

DATE: _____

DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION

Exhibit B

DATE: 10/9/2024

MEMO: 2024-169

TO: **Honorable Mayor Julie Moore Wolfe and City Council Members**

FROM: **Tim Gleason, City Manager**
Matt Newell, P.E., Public Works Director

SUBJECT:
Ordinance Annexing Territory –3104 Turpin Road

SUMMARY RECOMMENDATION:
Staff recommends that the following Ordinance annexing territory 3104 Turpin Road be approved.

BACKGROUND: The subject property is being annexed due to a water service agreement.

POTENTIAL OBJECTIONS: None

STAFF REFERENCE: Matt Newell, Public Works Director and Tara Bachstein, Public Works Administrative Assistant. Matt Newell will be in attendance at the City Council meeting to answer any questions of the Council on this item.

ATTACHMENTS:

Description	Type
Ordinance Annexing Territory 3104 Turpin Road	Ordinance

ORDINANCE NO. _____

ORDINANCE ANNEXING TERRITORY
3104 TURPIN ROAD

WHEREAS, there having been filed with the City Clerk, and by said Clerk presented to the Council herewith and attached as Exhibit A, the petition under oath of Alan H. Williams and John Goodwin, requesting that there be annexed to the City territory described as:

LOT FIVE (5) OF LULU M. LEONARD ADDITION OF OUTLOTS TO THE CITY OF DECATUR, AS PER PLAT RECORDED IN BOOK 958, PAGE 121 OF THE RECORDS IN THE RECORDER'S OFFICE OF MACON COUNTY, ILLINOIS.

PIN# 17-12-36-203-007

WHEREAS, it appears said petition is signed by the owners of record of all land within such territory and by at least 51% of the electors residing therein, and that said territory is contiguous to the City and not within the corporate limits of any city, village or incorporated town or other municipality, and,

WHEREAS, notice of intention to take action for annexation has been given as required.

NOW THEREFORE, BE IT ORDAINED, BY THE CITY COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That said petition and the request thereof be, and the same are hereby, approved.

Section 2. That said territory hereinabove described, along with all parts of public highways therein or next and adjacent thereto not heretofore annexed, if any, be, and the same are hereby, annexed to and are incorporated into the limits of the City of Decatur, Illinois, a municipal corporation.

Section 3. That a plat of said annexed premises is attached hereto as Exhibit B and hereby made a part hereof.

Section 4. That the City Clerk shall cause certified copies of this ordinance to be filed with the County Clerk and recorded by the Recorder of Deeds of Macon County, Illinois.

PRESENTED, PASSED, APPROVED AND RECORDED this 21st day of October 2024.

_____
JULIE MOORE WOLFE, MAYOR

ATTEST:

_____
ANGELA HARPER, DEPUTY CITY CLERK

PETITION FOR ANNEXATION

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

The undersigned, under oath, respectfully represents as follows:

1. That he/she is an owner of record, or an elector (person registered to vote) residing therein, of all the property herein described.
2. That at least 51% of the electors (person(s) registered to vote) who reside on the property herein described have signed and do join in the petition.
3. That the property herein described is not within the corporate limits of any municipality.
4. That the property herein described is contiguous (adjacent) to the City of Decatur.
5. That only the following listed adult person(s) (over 18 years of age) reside in the property to be annexed. (Please list the name of each adult person residing in the property to be annexed, including middle initial.)

   John Goodwin

6. That the petitioner(s) request(s) that the City of Decatur, annex the property commonly described as 3104 Turpin Road, and legally described as follows:

   LOT FIVE (5) OF LULU M. LEONARD ADDITION OF OUTLOTS TO THE CITY OF DECATUR, AS PER PLAT RECORDED IN BOOK 958, PAGE 121 OF THE RECORDS IN THE RECORDER'S OFFICE OF MACON COUTY, ILLINOIS.

PIN #_17-12-36-203-007_

WHEREFORE, petitioner(s) request(s) the above described property be annexed to the City of Decatur, in accordance with the Statutes in such case made and provided.

SIGNATURE	PRINTED NAME	STREET ADDRESS, CITY, STATE
[illegible]	ALAN H WILLIAMS	3220 DEER RUN COURT
John Goodwin	John Goodwin	3104 Tipin RD.

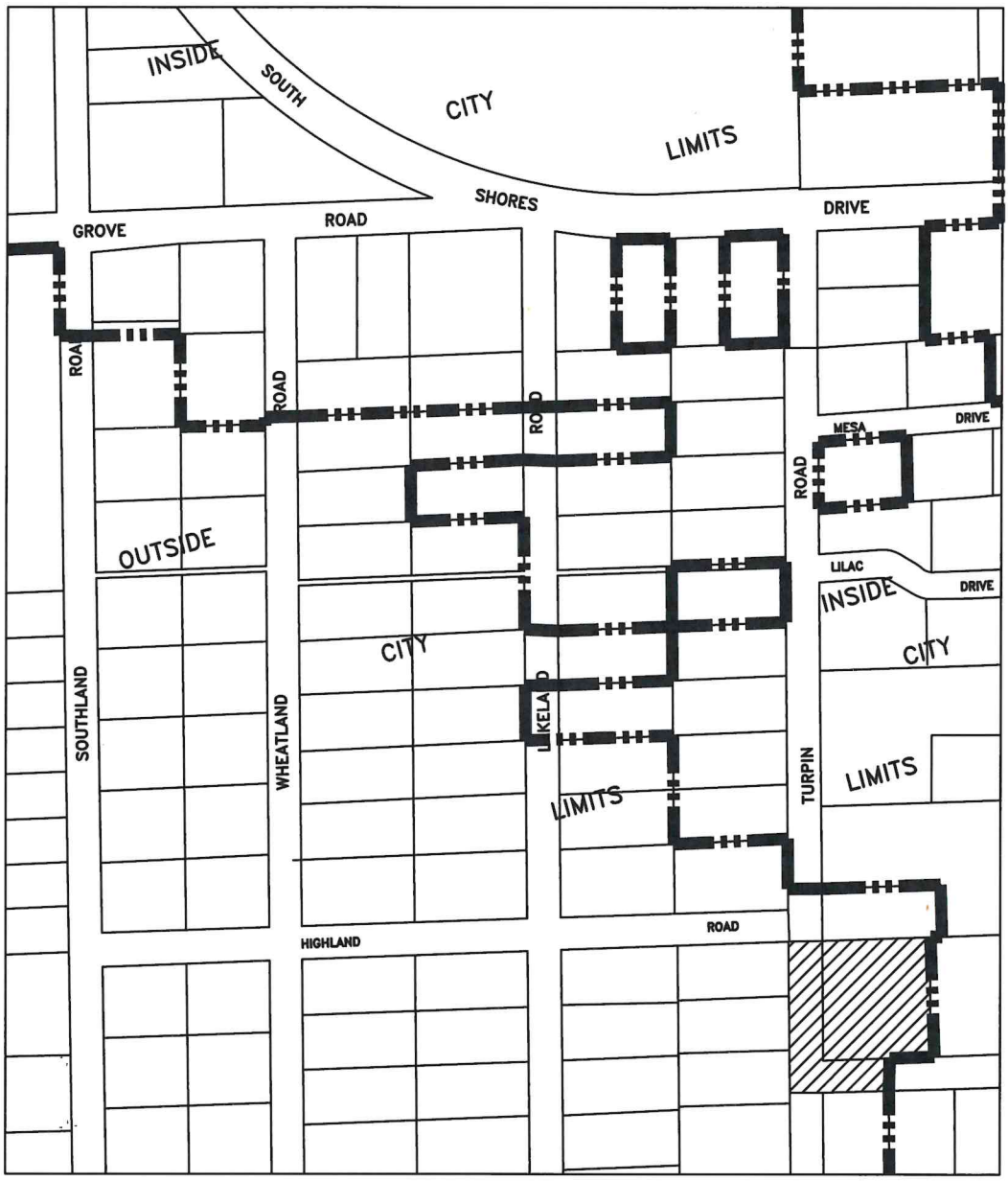
Signed and sworn to before me this 18th day of September, 20 24

Tara R. Bachstein
Notary Public

OFFICIAL SEAL
TARA R. BACHSTEIN
Notary Public - State of Illinois
My Commission Expires 5/12/2027

(Rev. 12/2014)

K:\Common\CVCPW\Annexations\Forced Annexations\2024 Annexations\Forced\3104 Turpin Road\3104 Turpin Rd Plat.dwg



PLAT OF TERRITORY ANNEXED TO THE CITY OF DECATUR, ILLINOIS

3104 TURPIN ROAD

indicates territory annexed

indicates existing corporate limits

0.92± acres

AREA 0.00144± sq. miles

450± lin. ft. of public road

SOUTH WHEATLAND township

N.T.S.

MATTHEW C. NEWELL
062.048941
REGISTERED
PROFESSIONAL
ENGINEER
OF
ILLINOIS

10-9-24

Director of Public Works – DECATUR, ILLINOIS
ILLINOIS PROFESSIONAL ENGINEER #062-048941
LICENSE EXPIRES NOV. 30, 2024

All dimensions shown hereon are dimensions of record. The annexation plat has been prepared from data in public records and legal descriptions provided by the petitioner. It is not the result of a survey performed on the ground.

ORDINANCE NO: _____

DATE: _____

DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION

Exhibit B

DATE: 9/9/2024

MEMO: 2024-120

TO: **Honorable Mayor Julie Moore Wolfe and City Council Members**

FROM: **Tim Gleason, City Manager**
Jon Kindseth, Deputy City Manager
Matt Newell, Public Works Director
Robert Weil, Water Production Manager

SUBJECT:
Resolution Authorizing an Agreement with JPL Environmental Engineering to Prepare a Grant-Funded Plan for Composting and Food Waste Reduction

SUMMARY RECOMMENDATION:
It is recommended that the City Council approve a resolution authorizing a professional services agreement with JPL Environmental Engineering to prepare a grant-funded plan for composting and food waste reduction in an amount not to exceed $74,200. This represents a United States Department of Agriculture (USDA) grant of $59,362.00 and a 15% City match of $14,840.50. The City match is planned to come from the Water Fund.

BACKGROUND:
In the past few years there has been a growing interest in food diversion programs among some of our new businesses, specifically with Innovafeed and Tillamook. Both businesses have waste streams that they would prefer not to be landfilled and would be suitable for composting. In early conversations with these businesses, and others, the city committed to helping explore alternatives ways to best utilize their respective waste stream. The city has helped to facilitate business to business conversations about utilizing waste streams as food sources, for example utilizing food waste generated by Tillamook to feed the bugs being raised by Innovafeed. This USDA grant was one of the potential solutions contemplated and discussed for this problem.

Additionally, in 2022 City staff met with a local realtor living in the West End, who intended to start a residential food scrap collection program. The City indicated that we were supportive but could not financially support such a program as that type of collection is cost prohibitive, unless combined into the yard waste collection. We discussed utilizing existing composting facilities for this program. That resident has started their own collection program on a small scale, since this time. Based on all these synergistic conversations and interest, in 2023 the City of Decatur applied for a planning grant from the USDA under their composting and food waste reduction program. In the grant application, staff discussed the potential for using compost to enhance the urban agriculture program, such as the cooperative project with Good Samaritan Inn for the Urban Agricultural project as well as to regenerate soils in the watershed, including the Oakley Sediment

Basin.

The USDA awarded the city a grant of $59,362.00 to prepare a composting plan for the city. The grant covers 85% of the cost to prepare the plan. The City's match of $14,840.50 will bring the total project cost to $74,200.

Solid waste management is generally performed by Macon County. The two commercial composting operations serving the Decatur area are monitored by the County Environmental Management Department. County staff participated in drafting of the grant application which was planned for a broader approach to composting and food waste reduction. Due to the funding level provided and to keep costs down the grant has been restructured to review more narrowly the city's composting opportunities.

In the normal course of city operations, compostable materials are generated, or accumulated, that could contribute to a composting operation, and there is the possibility of other compostable materials that could be captured. The grant will look at opportunities to improve the way the city disposes of its compostable waste. This grant also complements the city's USDA tree planting grant that we have partnered with the Park District for.

Engineering Agreement
Upon receiving the grant, staff solicited statements of qualification from interested consultants. JPL Environmental Engineering was selected from a field of three qualified firms. They have prior experience in Macon County.

JPL is an engineering firm that has done numerous composting reviews including for Macon County, the City of Springfield and the community of Patriot Acres. Their team includes a solid waste business manager and a compost researcher.

The final report would help the city decide whether composting of city generated compostable materials is a viable approach at this time. The plan could support additional grant-seeking or recommended operational changes. A small composting facility for City-generated feedstocks could also be the first step toward a County-wide community composting program.

LEGAL REVIEW: The agreement was sent to Corporation Counsel for approval on August 23, 2024.

PRIOR COUNCIL ACTION: There has been no prior Council action on this item.

POTENTIAL OBJECTIONS: There are no known objections.

INPUT FROM OTHER SOURCES:
The Macon County Community Environmental Council

STAFF REFERENCE: Matt Newell, Public Works Director, and Robert Weil, Water Production Manager. Jon Kindseth has also been involved in the project. Jon Kindseth and Matt

Newell will attend the City Council meeting to answer any questions of the Council on this item.

BUDGET/TIME IMPLICATIONS:
Budget Impact: The City $14,840.50 cost share will be funded as a lake watershed project in the Water Capital Fund.

Staff Impact: Current approved staffing levels should be sufficient to accomplish the planning effort.

Schedule: The timeline to complete the plan is the first quarter of 2025.

ATTACHMENTS:

Description	Type
Resolution Authorizing Agreement with JPL Environmental Engineering	Resolution Letter

RESOLUTION NO. _____

RESOLUTION AUTHORIZING AN AGREEMENT WITH JPL ENVIRONMENTAL ENGINEERING TO PREPARE A GRANT-FUNDED PLAN FOR COMPOSTING AND FOOD WASTE REDUCTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That the Agreement presented to the Council herewith as Exhibit A, and made a part hereof, between the City of Decatur, Illinois, and the JPL Environmental Engineering, be, and the same is hereby, received, placed on file, and approved.

Section 2. That the City Manager be, and is hereby, authorized and directed to execute said agreement between the City of Decatur, Illinois and JPL Environmental Engineering, for a cost not to exceed $74,200.00.

PRESENTED and ADOPTED this 21st day of October 2024.

_____
JULIE MOORE WOLFE, MAYOR

ATTEST:

_____
ANGELA HARPER, DEPUTY CITY CLERK

CITY OF DECATUR
PROFESSIONAL SERVICES AGREEMENT

This Agreement ("Agreement") is made and entered into between the City of Decatur, Illinois, an Illinois home rule municipal corporation ("City"), and:

JPL Environmental Engineering
2672 Barrington Circle
Naperville, Illinois 60564
(630) 362-4287

("Professional Service Provider"), for and in consideration of the mutual covenants and promises and good and valuable consideration contained herein.

SCOPE OF WORK

The professional services obtained by the City under this Agreement concern the Project ("Project") as set forth in the attached as Exhibit "A", incorporated herein by reference and made a part of this Agreement hereof:

SECTION I. GENERAL

A. PROFESSIONAL SERVICE PROVIDER. The Professional Service Provider shall provide professional services for the City in all phases of the Project, serve as the City's professional representative for the Project as set forth herein and shall give professional consultation and advice to the City's Representative during the performance of services hereunder. All services provided hereunder shall be performed by the Professional Service Provider in accordance with generally accepted standards.

B. NOTICE TO PROCEED. The Professional Service Provider shall only begin performance of each Phase of work required hereunder upon receipt of a written Notice to Proceed for that Phase, as shown in Exhibit B.

C. TIME. The Professional Service Provider shall begin work on each successive phase within thirty (30) days after receipt of the Notice to Proceed for each phase and shall devote such personnel, technical equipment, computer time and materials to the Project so as to complete each phase within the time limits set forth in Exhibit C; Project Timeline.

D. CITY'S REPRESENTATIVE. The City's representative to the Professional Service Provider shall be the City Public Works Director or the City Public Works Director's designee as set forth in the Notice to Proceed for each phase of work.

E. EXTRA WORK AND CHANGE ORDERS. The Professional Service Provider shall only perform the work authorized by this contract and defined in the Scope of Work (attached hereto, marked Exhibit A, incorporated by reference herein and made a part of this Agreement). Should the size or complexity of the project exceed the amount of work contemplated by this contract or defined in the Scope of Work, the Professional Service Provider shall obtain written authorization in the form of a Change Order from the City's Representative, to perform extra work before such work is actually performed. A Change Order form is included in this Agreement as Exhibit D. The cost to perform any work prior to written authorization shall be paid exclusively by the Professional Service Provider and shall not be reimbursed by the City.

The Professional Service Provider expressly acknowledges, recognizes and agrees that the only authority to approve change orders to this Agreement or the Scope or Services or the cost(s) therein is with the City Council of the City. No additional work shall be accomplished or costs incurred prior to City approval.

SECTION II. BASIC SERVICES

The Professional Service Provider shall:

A. SCOPE OF WORK. Professional Service Provider shall provide all services as described in the Scope of Work, Exhibit A.

B. CITY'S REQUIREMENTS. Review available data and consult with the City's Representative to clarify and define the City's requirements for the Project.

C. COMPLETION TIME. The Study Report shall be completed, submitted and accepted by the City's Representative within the time period set forth in Exhibit C, Project Timeline.

SECTION III. CITY'S RESPONSIBILITIES

The City shall,

A. FURNISH REQUIREMENTS AND LIMITATIONS. Provide all criteria and full information as to the City's requirements for the Project, including objectives and constraints, space, capacity and performance requirements, flexibility and expandability, economic parameters and any budgetary limitations; and furnish copies of all design and construction standards as required.

B. FURNISH INFORMATION. Assist the Professional Service Provider by placing at the Professional Service Provider's disposal all available information pertinent to the Project including previous reports and any other data relative to design or construction of the Project.

C. FURNISH TECHNICAL INFORMATION. Furnish to the Professional Service Provider, as required for performance of the Professional Service Provider's Basic Services (except to the extent provided otherwise in Exhibit A, "Scope of Work"), data prepared by or services of others, including without limitation, core borings, probings and subsurface explorations, hydrographic surveys, laboratory tests and inspections of samples, materials and equipment; appropriate professional interpretations of all of the foregoing; environmental assessment and impact statements; property, boundary, easement, right-of-way, topographic and utility surveys; property descriptions; zoning, deed and other land use restriction; all of which the Professional Service Provider may rely upon in performing the Professional Service Provider's services.

D. SURVEYS AND REFERENCE POINTS. Provide field control surveys and establish reference points and base lines except to the extent provided otherwise in Section II to enable the Contractor(s) to proceed with the layout of the work.

E. ACCESS TO PROPERTY. Except as maybe modified by the Scope of Work, Exhibit A, arrange for access to and make all provisions for the Professional Service Provider to enter upon public and private property as required for the Professional Service Provider to perform the Professional Service Provider's services.

F. REVIEW DOCUMENTS. Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by the Professional Service Provider, obtain advice of an attorney, insurance counselor and other consultants as the City's Representative deems appropriate for such examination and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of the Professional Service Provider.

G. OBTAIN APPROVALS AND PERMITS. Furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project.

H. ACCOUNTING, LEGAL AND INSURANCE SERVICE. Except as maybe modified by the Scope of Work, Exhibit A, provide such accounting, independent cost estimating and insurance counseling services as may be required for the Project, such legal services as the City's Representative may require or the Professional Service Provider may reasonably request with regard to legal issues pertaining to the Project including any that may be raised by the Contractor(s), such auditing service as the City's Representative may require to ascertain how or for what purpose any Contractor has used the moneys paid to him under the construction contract, and such inspection services as the City's Representative may require to ascertain that the Contractor(s) are complying with any law, rule or regulation applicable to their performance of the work except as otherwise provided in Section II.

I. NOTIFY THE PROFESSIONAL SERVICE PROVIDER OF DEFECTS OR DEVELOPMENT. Give prompt written notice to the Professional Service Provider whenever the City's Representative observes or otherwise becomes aware of any development that affects the scope or timing of the Professional Service Provider's services, or any defect in the work of the Contractor(s).

SECTION IV. GENERAL CONSIDERATIONS

A. SUCCESSORS AND ASSIGNS. The City and the Professional Service Provider each binds their respective partners, successors, executors, administrators and assigns to the other party of this Agreement and to the partners, successors, executors, administrators, and assigns of such other party, in respect to all covenants of this Agreement; except as below, neither the City nor the Professional Service Provider shall assign, sublet, or transfer their respective interests in this Agreements without the written consent of the other. Nothing herein shall be construed as created any personal liability on the part of any officer or agent of any public body which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the City and the Professional Service Provider.

B. OWNERSHIP OF DOCUMENTS. All drawings, specifications, reports, records, and other work product developed by the Professional Service Provider in connection with this Project are public documents and, upon payment to the Professional Service Provider, shall remain the property of the City whether the Project is completed or not. Reuse of any of the work product of the Professional Service Provider by the City on extensions of this Project or any other project without written permission of the Professional Service Provider shall be at the City's risk and the City agrees to defend, indemnify and hold harmless the Professional Service Provider from all damages and costs including attorney fees arising out of such reuse by the City or others acting through the City.

C. ESTIMATES OF COST (COST OPINION). Since the Professional Service Provider has no control over the cost of labor and materials, or over competitive bidding and market conditions, estimates of construction cost provided are to be made on the basis of the Professional Service Provider's experience and qualifications, but the Professional Service Provider does not guarantee the accuracy of such estimates as compared to the Contractor's bids or the Project construction cost.

D. INSURANCE.

1. Requirement. During the term of this Agreement, at its own cost and expense, the Professional Service Provider shall maintain in full force and effect insurance policies as enumerated below.

2. Policy Form. All policies shall be written on an occurrence basis.

3. Additional Insured. The City of Decatur and its officers and employees shall be named as additional insured parties on the general liability policy and included as additional insured parties on the automobile liability policy. The City's interests as additional insured parties shall be on a primary and non-contributory basis on all policies and noted as such on the insurance certificates.

4. Qualification of Insurers. All policies will be written with insurance carriers qualified to do business in the State of Illinois rated A-VIII or better in the latest Best's Key Rating Guide.

5. Form of Policy. All policies shall be written on the most current Insurance Service Office (ISO) or National Council on Compensation Insurance (NCCI) form or a manuscript form if coverage is broader than the ISO or NCCI form.

6. Time of Submission; Certificate of Insurance. At or before the time of execution of this agreement and prior to commencing any work activity on the project, the Professional Service Provider shall provide the City's Representative with certificates of insurance showing evidence the insurance policies noted below are in full force and effect. The certificates shall be attached hereto as Exhibit E. The Professional Service Provider shall provide any renewal certificates of insurance automatically to the City's Representative. Upon request the Professional Service Provider shall file with the City certified copies of all insurance policies and all accompanying endorsements described under Section IV.D redacted as necessary to protect the Professional Service Provider's proprietary information. Redactions shall not alter the policy and its endorsements of insurance. The Professional Service Provider shall file certificates of insurance setting forth the coverage, limits, and endorsements before the City will execute the contract. A certificate of insurance shall include a statement "the coverage and limits conform to the minimums required by the City of Decatur for (project name)" indicating the City of Decatur's additional insured status. In no event shall any failure of the City of Decatur to receive certificates or to demand receipt be construed as a waiver of the contractor's obligation to obtain and keep in force the required insurance.

   Further, it shall be an affirmative obligation upon the Professional Service Provider to advise the City's representative within two days of the cancellation or substantive change of any insurance policy set out under this Agreement, and failure to do so shall be construed to be a breach of this Agreement.

   The certificate must certify the following:

   a. Name and address of party insured.

   b. Name(s) of insurance company or companies.

   c. Name and address of authorized agent executing such certificate.

   d. Description of type of insurance and coverage afforded thereunder.

   e. Insurance policy numbers.

   f. Limits of liability of such policies and date of expiration of policies.

7. Types and Limits of Insurance. The Professional Service Provider shall provide the following:

   a. Workers' Compensation:

      Coverage A: Statutory Limits
      Coverage B: One hundred thousand dollars ($100,000) employer's liability limits for each accident or per disease, per employee. Said policies shall be endorsed to cover any disability benefits or Federal compensation acts if applicable.

   b. General Liability: Combined single limits of one million dollars ($1,000,000) per occurrence. General Liability Insurance shall include:

      Personal Injury Liability coverage.

   c. Automobile Liability: Combined single limits of one million dollars ($1,000,000) per occurrence. Auto liability shall include hired and non-owned autos.

d. Self-insured: If a self-insured retention or deductible is maintained on any of the policies, the Professional Service Provider shall provide the amount of the self-insured retention or deductible to the City. Such deductibles shall be subject to approval by the City. Such approval shall not be unreasonably withheld. The Engineer will be held solely responsible for the amount of such deductible and for any co-insurance.

8. Insurance Not A Limitation. The insurance coverage and requirements contained in this Section shall not be construed to be a limitation of liability for the Professional Service Provider.

E. TERMINATION

1. This Agreement may be terminated in whole or in part in writing by either party in the event of substantial failure by the other party to fulfill its obligations under this Agreement through no fault of the terminating party; provided that no such termination may be affected unless the other party is given not less than fifteen (15) calendar days prior written notice (delivered by certified mail, return receipt requested) of intent to terminate, and an opportunity for consultation with the terminating party prior to termination.

2. This Agreement may be terminated in whole or in part in writing by the City for its convenience; provided that the Professional Service Provider is given not less than fifteen (15) calendar days prior written notice delivered by certified mail, return receipt requested of intent to terminate, and an opportunity for consultation with the City prior to termination.

3. Upon receipt of a notice of intent to terminate from the City pursuant to this Agreement, the Professional Service Provider shall (1) promptly discontinue all services affected (unless the notice directs otherwise), and (2) make available to the City at any reasonable time at a location specified by the City all data, drawings, specifications, reports, estimates, summaries, and such other information and materials as may have been accumulated by the Professional Service Provider in performing this Agreement, whether completed or in process.

4. Upon termination pursuant to this Agreement, the City's Representative may take over the work and complete the same by agreement with another party or otherwise.

F. EQUAL EMPLOYMENT OPPORTUNITY REQUIREMENTS. The Professional Service Provider agrees to abide by and comply with the City's "Equal Employment Opportunity Clause" (attached and marked hereto as Exhibit F and incorporated herein by reference) to the extent that the clause is applicable to this contract.

G. INDEPENDENT CONTRACTOR STATUS. Nothing contained in this Agreement shall be construed to make the Professional Service Provider an employee or partner of the City. The Professional Service Provider shall at all times hereunder be construed to be an independent contractor.

H. FEDERAL FUNDING. If Federal Funds are utilized as a source of Project funding, the Professional Service Provider shall abide by the terms of all Federal requirements in the performance of duties hereunder.

I. AMENDMENT OF AGREEMENT. This Agreement shall be amended or supplemented only in writing and executed by both parties hereto.

J. HOLD HARMLESS. Professional Service Provider shall indemnify and save harmless the City, its officers and employees against any and all claims for damages to property or injuries to or death of any person or persons, including property and employees or agents of the City and including reasonable attorney's fees incurred by the City or required in any way to be paid by the City, in defense thereof, and shall indemnify and save harmless the City from all claims, demands, suits, actions or proceedings including Worker's Compensation claims, of or by anyone whomsoever, proximately caused or proximately arising out of negligent acts or omissions to act by Professional Service Provider in connection with its performance of this contract, including operations of its subcontractors and negligent acts or omissions of employees or agents of the Professional Service Provider or its subcontractors.

The City shall indemnify and save harmless the Professional Service Provider, its officers and employees against any and all claims for damages to property or injuries to or death of any person or persons, including property and employees or agents of the Professional Service Provider and including reasonable attorney's fees incurred by the Professional Service Provider or required in any way to be paid by the Professional Service Provider, in defense thereof, and shall indemnify and save harmless the Professional Service Provider from all claims, demands, suits, actions or proceedings including Worker's Compensation claims, of or by anyone whomsoever, proximately caused or proximately arising out of negligent acts or omissions to act by City in connection with its performance of this contract, including operations of its subcontractors and negligent acts or omissions of employees or agents of the City or its subcontractors.

Insurance coverage specified in this Agreement constitutes the minimum requirements and said requirements shall not lessen or limit the liability of the Professional Service Provider under the terms of the Agreement. The Professional Service Provider shall procure and maintain at his own cost and expense, any additional kinds and amounts of insurance that, in the Professional Service Provider's own judgment, may be necessary for the Professional Service Provider's proper protection in the prosecution of the work. Neither Party shall be liable to the other Party for incidental, indirect, special or consequential damages.

Notwithstanding anything herein to the contrary, Contractor will not be liable to the City for any consequential, indirect, incidental, or special loss or damage suffered by the City or any third party, which are in excess of the insurance coverage amounts set forth in Section IV.D.7 hereof.

K. COPYRIGHT ASSIGNMENT. The Professional Service Provider assigns to the City any and all of Professional Service Provider's rights under copyright laws for work prepared by the Professional Service Provider, its employees, subcontractors or agents in connection with this Contract, including any and all rights to register said copyright, renewal rights, determination rights and import rights. The Professional Service Provider agrees to execute any additional documents the City may request to effectuate the assignment of said copyright.

L. NO BID RIGGING, BID ROTATION. The Professional Service Provider certifies, in accordance with Section 33E-11 of the Illinois Criminal Code, that the Professional Service Provider is not barred from bidding on contracts as a result of a violation of either Section 33E-3, Bid Rigging, or Section 33E-4, Bid Rotating, of the Illinois Criminal Code. The Professional Service Provider so certifies in the Non-Collusion Statement, attached and marked herein as Exhibit G and incorporated herein by reference.

M. NO DELINQUENT TAXES. The Professional Service Provider agrees that it is not delinquent in payment of any and all taxes in any State or any political subdivisions therein and shall so certify in the Affidavit of No Delinquent Taxes, attached and marked herein as Exhibit G, and incorporated herein by reference.

N. DRUG FREE WORKPLACE. The Professional Service Provider agrees that it shall comply with the Illinois Drug Free Workplace Act, 30 ILCS 580/1, et seq. If the Professional Service Provider has twenty-five (25) or more employees or this contract is for more than Five Thousand Dollars ($5,000.00), the Professional Service Provider shall provide to the City the Drug Free Workplace Certification attached and marked herein as Exhibit G and incorporated herein by reference.

O. SEVERABILITY. If any section, terms or provisions of this Agreement or the application thereof shall be held to be invalid or unenforceable, the remainder of each section, subsection, term or provision of this Agreement or the application of the Agreement to the parties, shall not be affected thereby.

P. The Parties recognize and agree that time is of the essence of this Agreement.

SECTION V. PAYMENT

A. BASIS OF BILLING. City shall pay the Professional Service Provider for all services rendered under Section II based on unit costs as set forth in Exhibit H hereto.

B. SUBCONSULTANT. The City shall pay the Professional Service Provider for services and reimbursable expenses of Subconsultants engaged by the Professional Service Provider with the approval of the City's Representative, the amount billed by the Subconsultant to the Professional Service Provider times an approved multiplier of 5%.

C. PAYMENT FOR WORK COMPLETED

1. Monthly progress payments may be requested by the Professional Service Provider for work satisfactorily completed and shall be made by the City to the Professional Service Provider as soon as practicable upon submission of statements requesting payment by the Professional Service Provider to the City. Each statement shall be accompanied by an Invoice Data Sheet as shown in Exhibit I. If the Professional Service Provider prefers, the Invoice Data sheet may serve as the Professional Service Provider's invoice.

2. The Professional Service Provider shall prepare a monthly progress report indicating the amount of work completed based on the approved scope of work and any approved addendums. The Professional Service Provider shall also prepare a progress chart showing the upper limit of compensation approved by the contract, the planned time of completion, the estimated completion to date, the percentage of the approved contract amount earned, the percentage of elapsed time, and the currently forecasted amount of work required to complete the project. The Professional Service Provider may use an electronic spreadsheet template prepared by the City's Representative to prepare the progress chart.

3. No payment request made pursuant to subparagraph 1 of this Section V shall exceed the estimated maximum total amount and value of the total work and services to be performed by the Professional Service Provider under this Agreement for that phase or additional service without the prior authorization of the City's Representative. These estimates have been prepared by the Professional Service Provider and supplemented or accompanied by such supporting data as may be required by the City's Representative.

4. Upon receipt of a properly invoiced payment request, the City shall pay the amount due less any amounts allowed to be retained or withheld by the City under this Agreement within 60 days of receipt of the invoice.

5. Upon satisfactory completion of the work performed hereunder and prior to final payment under this Agreement, and as a condition precedent thereto, the Professional Service Provider shall execute and deliver to the City's Representative a release of all claims against the City arising under or by virtue of this Agreement.

6. The Professional Service Provider and City hereby expressly acknowledge and agree that the Local Government Prompt Payment Act does not apply to this Agreement.

D. In the event of termination by City under Section IV.E upon the completion of any phase of the Basic Services, progress payments due to the Professional Service Provider for services rendered through such phase shall constitute total payment for such services. In the event of such termination by City during any phase of the Basic Services, Professional Service Provider also will be reimbursed for the charges of independent professional associates and consultants employed by Professional Service Provider to render Basic Services, and paid for services rendered during that phase on the basis of Professional Service Provider's Direct Labor Costs times a factor defined in Section V.A. of this Agreement for services rendered during that phase to date of termination by Professional Service Provider's principals and employees engaged directly on the Project. In the event of any such termination, Professional Service Provider will be paid for all unpaid Additional Services rendered to date and unpaid Reimbursable Expenses that may have accrued to date.

This Agreement is made between the City and the Professional Service Provider entered into on the last date hand written below. In witness, the parties have executed this Agreement.

DATED this _____ day of August_, 2024

THE CITY OF DECATUR, ILLINOIS

By: _____
Mayor

ATTEST:

_____
City Clerk

JPL Environmental Engineering

By: John Lauder

SCOPE OF WORK

(Describe the scope of work by breaking down the project into major work elements or phases. Further divide the major work elements or phases into tasks, identify proposed staff positions to accomplish the tasks, and show direct salary cost. Estimate the staff hours to accomplish the task, and calculate the direct cost. A sum of staff hours by position and direct salary cost should be made for each of the major work elements or phases. The total estimated labor cost is the sum of all the elements or phases multiplied by the approved project multiplier. The total estimated engineering cost is the total labor cost plus estimated reimbursable expenses.

Alternately, replace this Exhibit with a word document or spread sheet defining scope of work. Mark the spreadsheet Exhibit A.) Number pages "A-1", "A-2" and so on.

SEE ATTACHED COST PROPOSAL AND SCOPE OF WORK

EXHIBIT A – PAGE A2

SCOPE OF WORK

Introduction

JPL Environmental Engineering (JPLEE) has assembled a team of qualified experts to provide the services necessary to accomplish the goals and objectives of the *Pride of the Prairie Composting and Food Waste Reduction Plan (Plan).* The team includes **John Lardner, PE** , owner of JPLEE as the project lead for performing regulatory review and design concepts for Tasks 4 through 8 listed below. He has experience in site location, planning, design, permitting, development, and operations of compost facilities. He is a former surface water hydrologist with the Illinois State Water Survey and understands the sedimentation processes at play for Lake Decatur. He is a registered professional engineer in Illinois, and a long-time member of the US Composting Council where has learned of successful public compost projects on a national scale from industry experts through his attendance at their annual conferences.

A second team member is **Brooke Beal**, of CB Beal Consulting. Brooke has experience with a solid waste agency whose responsibilities were to assess the needs of their service area and collaborate with the agency's municipalities for solutions. His recent experience with private companies as a waste disposal consultant provides expertise for assessing the organic waste recycling market opportunities available to the City of Decatur (City) and its surrounding areas. He will be the lead for Tasks 1 through 4 below.

The third team member for the project is **Vytas Papedinskas**. He has an educational background in teaching and soil science and has field experience with using compost for agriculture purposes both in large scale applications, and at community gardens. His operations experience working at an operating compost facility will be valuable to leading the selection of processes and equipment to support the identified mission of the project. He will be the lead for Tasks 9 through 13 below.

The remaining tasks 14 through 16 will be led collectively among each of the team members to provide a strategy for the available organic waste stream, and resources at the 1120 S. Monroe Street Property, that will benefit community members of the City.

I. Team Approach to Scope of Work

The Scope of Work by which the JPL Environmental Engineering team (JPLEE Team) will perform the services, outlined in the City of Decatur Request for Proposal Project 2024-03, are summarized herein. JPL proposes the following tasks to meet the scope detailed in the Request for Proposal.

1. Assessment of Decatur's organic waste system

The JPL Team will evaluate and summarize the status of the City of Decatur's, commercial business', educational institutions', and not- for-profit entities' current collection and management of organic waste. This assessment will include current sources and destination of organic waste material, generation rates of each material by type (yard waste, food waste and wood waste), and the amount of waste available to the City as feedstock for a compost operation.

Information relied upon as a starting point will include: the most current county solid waste plan; information gathered for the grant application; and the 2018 proposal by Macon County to construct and develop a compost facility. Other sources of material assessed include available lime sludge production from water treatment facilities, and biosolids from wastewater treatment locations. The assessment will provide the basis from which to evaluate opportunities for recovering these and converting them into usable end products.

2. Organic waste regulatory review –

The JPLEE team will review the current local, state and federal regulatory requirements for managing organic waste management. This review will detail the requirements for collection and transfer, as well as the minimum location requirements for siting organic waste management facilities. This review will also detail the types of organic material that can be managed effectively by the City using various processing technology and potential regulatory barriers.

3. Organic waste perception survey –

The JPLEE team proposes to assist the City in conducting a survey of stakeholders to assess the perception of managing organic waste. This survey will include the perception of collecting food waste from residents and businesses and how the management of this material would affect the City. Interviews would also be conducted to assess the viability, from the stakeholders' viewpoint, of the City developing an organic waste management facility. At the conclusion of the survey, we propose to convene a Working Group meeting to conduct a Strength, Weakness, Opportunities and Threats (SWOT) analysis. As an outcome of the survey, this technique will be useful as a takeaway for identifying and articulating an enterprise strategy. It examines a variety of strategies or decisions necessary for implementation of the Plan by listing the strengths and weaknesses that the community can bring to the implementation of the City's Proposed Organic Waste Composting Scheme. We suggest the City 'start with the end in mind'. At this stage of the planning, it will be useful to define what success will look like for the scheme. We propose creating a vision statement to identify the future that will be created, and a mission statement to set the path, direction and impact of the scheme for the City and stakeholders.

4. Conceptual design of an organic composting facility

The scope and scale of an organic composting facility is defined by many factors, some of which are the following:

- Location and distance to odor receptors
- Subsurface soil and water table
- Available nearby water, wastewater and electric utilities
- Cost of land
- Volume of incoming materials

Each of these factors and others combine to limit what type of compost facility is appropriate for a given location. For example, open windrows, with spacing in between, have lower cost of operation but require turning at least three times during active composting and this releases odor from the piles. The windrow piles consume comparatively more space on the property. If the selected site is distant from receptors and has enough room, this is a desirable choice. If, however, there are residents nearby who are concerned about odors, and the available space for composting is small, use of forced aeration under the pile is a better option to avoid turning the pile during active composting. This approach allows them to be constructed with no space in between. Under either approach seasonal volumes fluctuate, and this must be considered as a space consideration, as most yard waste for composting is generated during late spring, summer, and early fall. Another example is the selection of equipment. On the front end, if the goal is to grind yard waste and mix it with food scrap, the amount of each material dictates the size and type needed to accomplish this. On the back end, if the goal is to use sediments and create a topsoil mix from the finished compost, the proper equipment selection and storage becomes important.

These examples show that there is no one-size-fits-all approach to the design of an organic material composting facility. The conceptual design will take these and other factors into account to meet the vision and mission statement of the Plan, while taking into consideration the identified financial constraints that must be considered to operate in a sustainable fashion.

5. Evaluation of windrow design vs. a mechanical aerobic or anaerobic digestion system

As identified above for the conceptual design, the evaluation of various specific organic material processes will depend on environmental and economic factors that either support or reject the use of one technology over the other. The type and availability of different feedstocks might favor one over the other. For example, a process exists to convert high moisture food scrap into a liquid soil nutrient (Terreplenish) that can create a separate added value product for sale at the facility, in addition to finished compost. As the compost process becomes more complex the upfront capital cost increases, and financing can become an issue. The JPLEE team will summarize the advantages and disadvantages of using one technology over another, factoring in the amount and types of waste identified in the Plan, the commitments of stakeholders and regulatory barriers.

6. Estimates of compost production

The amount of compost production will be calculated by the JPLEE team using the identified amount and type of reliable feedstock as input, and the processing capacity imposed by the selected compost location, equipment, and technology

of the conceptual design. There is information from reliable compost industry sources to calculate the reduction in incoming volume after processing, active composting, and curing.

The amount of compost is important, but just as important is the quality and size gradation of the compost finished product. This will dictate what type of screening equipment is necessary for operations. For example, if the identified end market is residential and golf courses, the quality and fine gradation of the compost is critical. If the end market is agriculture, the gradation is less important and requires less screening which can impact the selection of equipment used.

7. Cost of land area estimates

The cost of land for the compost footprint must consider environmental and infrastructure costs beyond the price of the property. Any estimate of land costs will consider the imbedded costs needed to support the operations. This includes roadway access, available utilities, proximity to residential and commercial properties, etc. The JPLEE team will evaluate these considerations for the land areas identified by the City. We have experience in this regard at past compost facility development projects and can use this to assist the City and their local real estate professionals to compare the candidate sites.

8. Siting study at 1160 S. Monroe Street 11.7-acre property and other alternatives

The JPL team will provide guidance to the City's staff on the viability of property located at 1160 S. Monroe Street, where the City is currently under contract for, as well as other viable locations. The team will apply the same environmental, development and operational considerations identified in the conceptual design, technology evaluation and land area estimate tasks to score the site as to its suitability for accomplishing the City's vision and mission statement objectives. The upfront costs for an evaluation of the subsurface soils and water table will be calculated by JPLEE for the selected location. This is important to verify that subsurface conditions are favorable for development.

9. Characterization of organic waste stream for composting –
The JPL team will perform an assessment of available organic material/waste that can be composted by the City and determine what operation or regulation barriers may limit use of them as feedstock. We will create a feedstock calendar that will inform management decisions at various times of the year, when seasonality (spring clean-up; summer grass clippings; fall leaf collection) can impact the type of organic material coming to the facility. The feedstock material will be sent out by a team member for testing (moisture content, bulk density,

ash, nitrogen, phosphorus, heavy metals, inert contaminants, pesticide residues) and this information will be utilized to construct recipes for operating the compost facility.

10. Carbon/Nitrogen ratio of existing yard waste stream

We will contract with a soil lab which will perform reliable tests on feedstock at the outset of the project and at different audit times. Carbon/Nitrogen ratio, is part of the characterization process discussed earlier. JPLEE and its subcontractors will establish proper sample collection protocols so that participating operators can supply the most accurate feedstock sample for testing.

11. Carbon/Nitrogen ratio if food waste is added to waste stream

The JPL team will develop and put in place protocols for compost that does and does not have food waste added. We recognize that there can be challenges when incorporating food waste into the feedstock stream of a compost operation. Therefore, we will identify: the available food waste; potential contaminants; frequency of food waste loads arriving to the facility; and optimal means to accept, inspect, prep, and incorporate food waste into the composting process.

12. Test density, porosity, water retention, organic content, microbial biomass, and fungal to bacterial ratio of amended soil.

JPL team members will partner with a soil lab to perform testing to judge the quality of the amended soil. We will determine the mixing ratios of soil and compost and the impact of that ratio on the above referenced characteristics. This will allow for multiple applications and uses ranging from garden mixes, turf establishment, urban soil remediation, impervious surface to green space conversions.

13. Composting Markert Ability

JPL will develop educational materials that will provide end users proper guidance to best utilize compost for their specific application.

a. Horticultural uses of compost

The JPL team will assist operators to develop communiques that provide nurseries and growers with sufficient information about the compost characteristics that have the most impact on potting media such as moisture retention curves, cation exchange capacity, pH buffering capacity, seedling germination rates. The need for a consistent product is paramount for horticultural growers.

b. Agricultural uses of compost

The JPL team will rely on its experience of compost use in agriculture to help end users develop BMPs that are effective and practical to implement. Growers need assurances that the product will be clean of contamination, contribute to overall soil health, be easy to work with and apply, and be an affordable offset for other conventional soil amendments. Priority will be given to identifying agriculture users within the Lake Decatur watershed who are willing to use compost as an alternative to conventional fossil fuel-based fertilizers.

c. Marketability of topsoil produced from OSB silt amended with compost.

The JPL team will survey area firms, specifically those construction development related, on their use of topsoil stored on site or brought in from elsewhere. Long term storage of topsoil on a construction site can lead to a reduction in volume and quality that can have an impact for establishing vegetation. Having a reliable local source of topsoil amended with compost will be a way to reduce costs, improve soils, and divert locally generated organic wastes.

14. Business Strategy for Organic Compost

The JPL team will provide a go-to-market strategy for the City to implement for marketing and selling its organic compost generated products from a City owned compost site. This strategy will include outlets for material sales and well as estimated tipping fee cost for feedstock material by type.

This strategy will include:

a. The estimated development and operating costs for a compost operation process selected by the City. These costs will include zoning (siting if necessary), construction and ongoing operating costs of the facility.
b. The current market for compost and topsoil material and project potential sale volumes based on the amount of material projected to be processed by the operator at the site.
c. A marketing plan to reach potential community partners who are willing to make a commitment to maximize the volume of material received at the site and the sale of material generated at the site.
d. Potential grant opportunities for the City and guidance on how these opportunities fit with the City's organic waste management plan.

15. Organic Waste Management Working Group

Our Team members will provide technical guidance to the City at Working Group meetings during the proposed project schedule. This technical assistance will include the following two formal meetings:

- A SWOT meeting of the working group to create a vision and mission statement for the Plan.
- Conducting a community workshop on organic waste and composting to explain the importance and viability of this program derived from the Plan.

16. Written Report

The JPL team will develop and provide a draft report on the completed tasks identified and submit it to the City and the community for review and comment. After meeting with City staff to review the comments received, we will finalize the report and make a presentation to the City summarizing the findings and recommendations in the report.

CITY OF DECATUR ILLINOIS

#1 GARY K. ANDERSON PLAZA, DECATUR, ILLINOIS 62523-1196

Notice to Proceed

TO:	
City Project Name:	
City Project Number:	
City Project Phase:	

You are hereby notified that the work for the above listed City Project and Phase may commence on _____.

The City Representative for this Phase of work is _____.

After that date, you are to start performing the work as outlined in the Scope of Services and Project Timeline included in the executed contract. Please schedule and chair a project startup meeting at your earliest convenience.

CITY OF DECATUR, IL
BY:_____
(Public Works Director)
Dated this _____ day of _____, 20____.

ACCEPTANCE OF NOTICE

Receipt of the above Notice to Proceed is hereby acknowledged.

BY:_____
(Signature) (Title)

Dated this ____ day of _____, 20____.

EXHIBIT C

PROJECT TIMELINE

Replace this sheet with a Gantt Chart of the major work elements and the project days to each completion.
Number pages "C-1", "C-2" and so on

SEE ATTACHED GANTT CHART.

EXHIBIT C - PROJECT TIMELINE

Project: Pride of the Prairie Composting and Food Waste Reduction Plan

City Project 2024-03

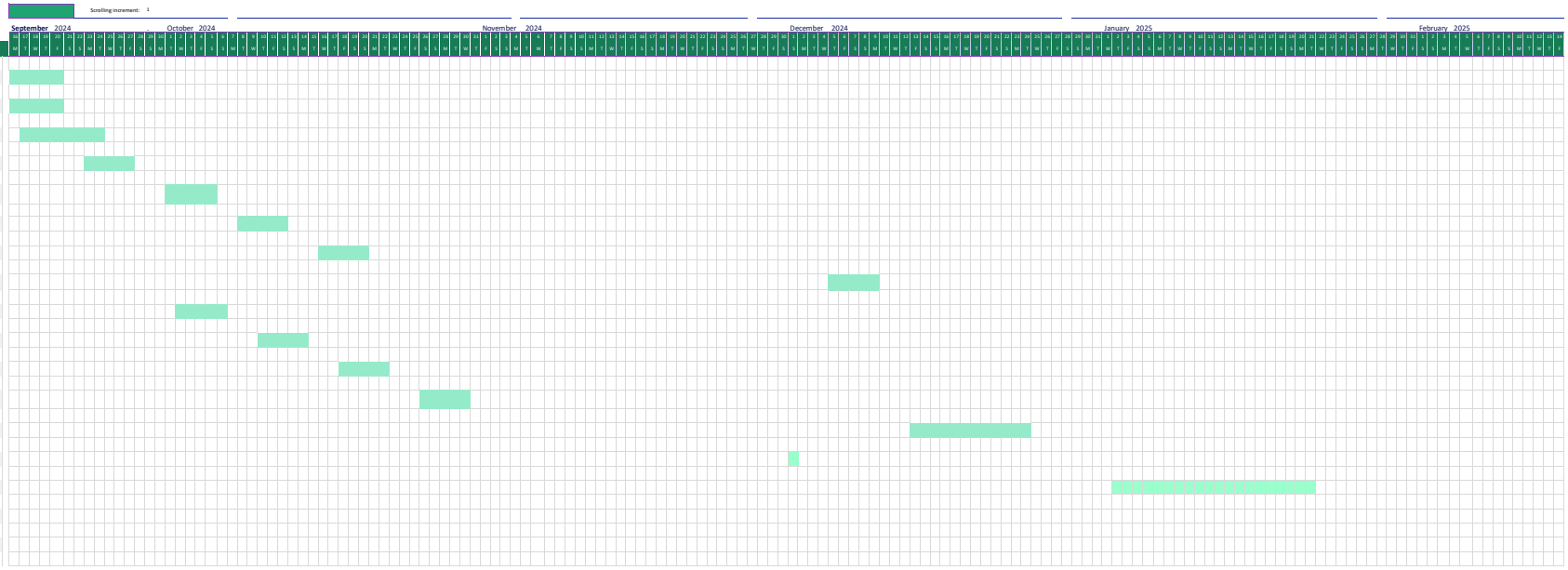
JPL Environmental Engineering

Project start date: 9/15/2024

Milestone marker: 1

Scrolling increment: 1

Milestone description	Assigned to	Progress	Start	Days
Tasks 1 - 3				
Assessment of Decatur's organic waste system	CBB	0%	9/15/2024	7
Organic waste regulatory review	JPL	0%	9/15/2024	7
Organic waste perception survey	CBB	0%	9/16/2024	10
Tasks 4 - 7				
Conceptual design of an organic composting facility	JPL	0%	9/22/2024	7
Evaluation of windrow design vs. a mechanical aerobic or anaerobic digestion system	JPL	0%	9/30/2024	7
Estimates of compost production	JPL	0%	10/7/2024	7
Cost of land area estimates	JPL	0%	10/15/2024	7
Task 8 - 13				
Siting study at 1160 South Monroe Street property and other alternatives	JPL	0%	12/4/2024	7
Characterization of organic waste stream for composting	VP	0%	10/1/2024	7
Carbon/Nitrogen ratio of existing yard waste stream	VP	0%	10/8/2024	7
Carbon/Nitrogen ratio if food waste is added to waste stream	VP	0%	10/17/2024	7
Test density, porosity, water retention, organic content, microbial biomass, and fungal to bacterial ratio of amended soil	VP	0%	10/25/2024	7
Composting Market Ability	VP/JPL	0%	12/12/2024	14
Tasks 14 - 15				
Business Strategy for Organic Compost	CBB/JPL	0%	2/15/2025	21
Organic Waste Management Working Group	VP/JPL	0%	2/22/2025	21
Reports				
Draft Report	CBB/JPL/VP	0%	3/1/2025	30
Final Reort	CBB/JPL/VP	0%	5/1/2025	30



City of Decatur, Illinois
#1 Gary K. Anderson Plaza
Decatur, IL 62523-1196

Change Order

Date: _____

Request No. _____ ☐ Final

Professional Service _____

Address: _____

_____

I recommend that an ☐ addition of $ _____ be made to the above contract.
☐ deduction

I recommend that an extension of _____ days be made to the above contract completion date.

The revised completion date is now _____ .

Amount of original contract $ _____

Amount of previous change orders $ _____

Amount of current change order $ _____

Amount of adjusted/final contract $ _____

Total net ☐ addition ☐ deduction to date $ _____ which is _____ % of Contract Price

State fully the nature and reason for the change order _____

_____

_____

When the net increase or decrease in the cost of the contract is $10,000 or more or the time of completion is increased or decreased by 30 days or more, one of the following statements shall be checked.

The undersigned determine that the change is germane to the original contract as signed, because:

☐	Provision for this work is included in the original contract.
☐	Work of this type was included in the original contract, and the additional efforts of this work are within the intent of the contract.
☐	The change represents an adjustment required by the contract, based on unpredictable developments in the work.
☐	The change in design is necessary to fulfill the original intent of the Contract.
☐	Other: (Explain)

Recommended _____ _____
Public Works Director — Date

Approved _____ Attested _____
City Manager if under $20,000, Mayor if over $20,000 — City Clerk

_____ _____
Date — Date

Client#: 24788 JPLENVI

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 8/27/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Robert Walker
The Rockwood Company 20 N Wacker Drive, Suite 600 Chicago, IL 60606-IL 312 621-2200	PHONE (A/C, No, Ext): 312 621-2200 FAX (A/C, No): 312 621-2288 E-MAIL ADDRESS: rwalker@raminsuranceagency.com
	INSURER(S) AFFORDING COVERAGE — NAIC #
	INSURER A : Grange Insurance Company — 14060
INSURED JPL Environmental Engineering Inc 2672 Barrington Circle Naperville, IL 60564	INSURER B : Technology Insurance Company
	INSURER C : Continental Casualty Company
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	x COMMERCIAL GENERAL LIABILITY			2891458	08/21/2024	08/21/2025	EACH OCCURRENCE	$1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$100,000
							MED EXP (Any one person)	$5,000
							PERSONAL & ADV INJURY	$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$2,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$2,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY			2891458	08/21/2024	08/21/2025	COMBINED SINGLE LIMIT (Ea accident)	$1,000,000
	ANY AUTO						BODILY INJURY (Per person)	$
	X OWNED AUTOS ONLY; SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY; X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N			1239071242403	08/22/2024	08/22/2025	X PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?	N / A					E.L. EACH ACCIDENT	$100,000
	(Mandatory in NH)						E.L. DISEASE - EA EMPLOYEE	$500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	$100,000
C	Professional Liab			EEH591961042	11/12/2023	11/12/2024	$1,000,000 Occ $1,000,000 Agg	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

City of Decatur
172 N 2nd St.
Decatur, IN 46733

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Robert H Walker

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AMM1

EQUAL EMPLOYMENT OPPORTUNITY

The Equal Employment Opportunity Clause, effective February 9, 1981, is included herein verbatim for this contract.

In the event of the Contractor's noncompliance with the provisions of this Equal Employment Opportunity Clause, the Illinois Human Rights Act or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), the Contractor may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this contract, the Contractor agrees as follows:

(1) That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such under utilization.

(2) That, if it hires additional employees in order to perform this contract or any portion thereof, it will determine the availability (in accordance with the Department's Rules and Regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized:

(3) That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.

(4) That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Contractor's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the Contractor in its efforts to comply with such Act and Rules and Regulations, the Contractor will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations there under.

(5) That it will submit reports as required by the Department's Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all

respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.

(6) That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.

(7) That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such contractor. In the same manner as with other provisions of this contract, the contractor will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the contractor will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

Exhibit G

PROFESSIONAL SERVICE PROVIDER'S DISCLOSURE AFFIDAVIT

(NOTE: This Affidavit must be completely filled out and signed by any party doing business with the City. This Affidavit assists the City in making determinations relative to conflict of interests and other laws - if questions contact the City of Decatur Legal Department at 217/424-2807.)

STATE OF Illinois)
) ss.
COUNTY OF Will)

SECTION I. BUSINESS STATUS STATEMENT

I, the undersigned, being duly sworn, do state as follows:

A. JPL Environmental Engineering (Hereinafter "Professional Service Provider") is a:
Company Name

(Place mark in front of appropriate type of business)

X Corporation (if a Corporation, complete B)

☐ Partnership (if a Partnership, complete C)

☐ Limited Liability Corporation (if an LLC, complete C)

☐ Individual Proprietorship (if an Individual, complete D)

Professional Service Provider's Federal Tax Identification Number is 27- 1519326.

B. CORPORATION

The State of Incorporation is Illinois

Registered Agent of Corporation in Illinois:	Business Information (If Different from Above):
JPL Environmental Engineering Name	Company Address, Principal Office
2672 Barrington Circle Address	City, State, Zip
Naperville, IL 60564 City, State, Zip	Telephone Facsimile
630-362-4287 Telephone	Website

The corporate officers are as follows:

President: John Lardner

Vice President:

Secretary:

C. PARTNERSHIP OR LLC

The partners or members are as follows: (Attach additional sheets if necessary)

Name Home Address & Telephone

Name Home Address & Telephone

Name Home Address & Telephone

The business address is

Telephone: Fax:

D. INDIVIDUAL PROPRIETORSHIP

The business address is

Telephone: Fax:

My home address is

Telephone: Fax: ☐ CheckBox1 _____

SECTION II. NON-COLLUSION STATEMENT (50 ILCS 105/3; 65 ILCS 5/3.1-55-10)

A. This bid is made without any connection or common interest in the profits with any other person other than the Professional Service Provider except as listed on a separate attached sheet to this affidavit.

Check One:

☐ Others Interested in Contract X☐ None

B. No department director or any employee or any officer of the City of Decatur has any financial interest, directly or indirectly, in the award of this contract except as listed on a separate attached sheet to this affidavit.

C. That the Professional Service Provider is not barred from bidding on any contract as a result of violation of 720 ILCS 5/33E-3 and 5/33E-4 (Bid Rigging or Bid Rotating).

SECTION III. DRUG FREE WORKPLACE AND DELINQUENT ILLINOIS TAXES STATEMENT

The undersigned states under oath that the Professional Service Provider is in full compliance with the Illinois Drug Free Workplace Act, 30 ILCS 580/1, et. seq. The undersigned also states under oath and certifies that the Professional Service Provider is not delinquent in payment of any tax administered by the Illinois Department of Revenue except that the taxes for which liability for the taxes or the amount of the taxes are being contested in accordance with the procedures established by the appropriate Revenue Act; or that the Professional Service Provider has entered into an agreement(s) with the Illinois Department of Revenue for the payment of all taxes due and is in compliance with the agreement. (65 ILCS 5/11-42.1-1)

SECTION IV. FAMILIARITY WITH LAWS STATEMENT

The undersigned, being duly sworn, hereby states that the Professional Service Provider and its employees are familiar with and will comply with all Federal, State and local laws applicable to the project, which may include, but is not limited to, the Prevailing Wage Act and the Davis-Bacon Act.

PROFESSIONAL SERVICE PROVIDER

NICHOLE FORD
Official Seal
Notary Public - State of Illinois
My Commission Expires Dec 15, 2025

John Lardner
Signature

John Lardner
Printed Name

President
Title

SUBSCRIBED and SWORN to before me this 20 day of August, 2024.

Nicholas Ford
Notary Public

Exhibit H

DIRECT HOURLY LABOR COSTS OF THE PROFESSIONAL SERVICE PROVIDER
As of the date of this contract.

Project Name:

Professional Service Provider:

Classification	Minimum	Maximum
Principal		
Project Manager		
Structural Engineer		
Senior Engineer	$130	$140
Engineer		
Senior Technician	$120	$130
Technician		
Professional Land Surveyor		
Construction Inspector		
Structural Engineer		
Clerical		
List other employee classifications		
Senior Scientist	$130	$130
Senior Planner	$130	$130

Exhibit I - CITY OF DECATUR INVOICE DATA SHEET

Project:

(Professional Service Provider Name &Address)		City Project No.:	
		Invoice Date:	
		Invoice Number:	
		Invoice Period From:	
		To:	

Agreement/C.O.	Date Approved	Council Bill	Upper Limit
Original Contract			$

Item	To Date	Previous Invoices	This Invoice
Staff Hours Expended			
Direct Labor Cost			
Contract Multiplier			
Total Labor Cost			
Direct Subconsultant Cost			
Subconsultant Multiplier			
Total Subconsultant Cost			
Reimbursable Expenses			
Total Amount Earned			
TOTAL AMOUNT DUE THIS INVOICE:			
Avg. Direct Labor Cost		*(For City Use)*	
Avg. Total Labor Cost			
Percent Complete			

Professional Service Provider's Signature: John Lardner

Title: President

City of Decatur, Illinois: Pride of the Prairie Composting and Food Waste Reduction Plan

JPL = John Lardner, PE: CBB - Brooke Beal: VP - Vytas Papadinskas

Cost Proposal

TASK	DESCRPTION	ESTIMATED HOURS	LEAD STAFF	BILLING RATE	TOTAL
1	Evaluate and summarize the status of the City of Decatur's, commercial business, educational institutions, and not- for-profit entities' current collection and management of organic waste.	15	CBB	$ 130	$ 1,950
2	Review the current local, state and federal regulatory requirements for managing organic waste management.	15	JPL	$ 140	$ 2,100
3	Assist the City in conducting a survey of stakeholders to assess the perception of managing organic waste. Interview key stakeholders.	25	CBB	$ 130	$ 3,250
4	Conceptual design of an organic composting facility.	10	JPL	$ 140	$ 1,400
5	Evaluation of windrow design vs. a mechanical aerobic or anaerobic digestion system.	10	JPL	$ 140	$ 1,400
6	Estimates of compost production	15	JPL	$ 140	$ 2,100
7	Cost of land area estimates	18	JPL	$ 140	$ 2,520
8	Siting study at 1120 S. Monroe Street property and other alternatives alternatives	24	JPL	$ 140	$ 3,360
9	Characterization of organic waste stream for composting	9	VP	$ 130	$ 1,170
10	Carbon/Nitrogen ratio of existing yard waste stream	9	VP	$ 130	$ 1,170
11	Carbon/Nitrogen ratio if food waste is added to waste stream	10	VP	$ 130	$ 1,300
12	Test density, porosity, water retention, organic content, microbial biomass, and fungal to bacterial ratio of amended soil.	10	VP	$ 130	$ 1,300
13	Composting Marketability	40	JPL,VP	$ 140	$ 5,600
14	Business Strategy for Organic Compost, Research Grant Opportunities	70	JPL, CBB	$ 130	$ 9,100
15	Provide technical guidance to the City at two Working Group meetings, etc.	80	JPL, VP	$ 140	$ 11,200
16	Draft Report, Obtain Comments and Final Report	120	JPL, CBB, VP	$ 130	$ 15,600
	Total Hours:	480		Subtot	$ 64,520

Direct Expenses:

Graphics Technician	$ 4,000
Soil Testing Lab	$ 3,500
Mileage and Lodging	$ 1,300
Report Reproduction and Delivery	$ 550
Miscellaneous	$ 330
Total:	$ 74,200

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DATE: 10/21/2024

MEMO:

TO: Honorable Mayor Moore Wolfe and
City Council Members

FROM: Trustees of the Police Officers' Pension Fund

SUBJECT: Municipal Compliance Report Police Officers' Pension Fund

SUMMARY RECOMMENDATION: The Police Officers' Pension Board certifies to the City Council on the condition of the Pension Fund at the end of its most recently completed fiscal year.

POTENTIAL OBJECTIONS: None Anticipated.

INPUT FROM OTHER SOURCES:
Milliman, Inc.
Illinois Department of Insurance

BUDGET/TIME IMPLICATIONS: The Police Officers' Pension Board reports their recommended minimum pension contribution to include in the next year's budget and tax levy.

ATTACHMENTS:

Description	Type
Informational Memorandum Communicating the Condition of the Police Officers' Pension Fund for the Year Ended December 31, 2023	Cover Memo
Municipal Compliance Report Police Officers' Pension Fund	Backup Material
Police Officers' Investment Fund Investment Policy	Backup Material

CITY OF DECATUR ILLINOIS

1 GARY K. ANDERSON PLAZA DECATUR, ILLINOIS
62523

October 21, 2024

The Honorable Ms. Julie Moore Wolfe and
Members of the City of Decatur City Council

Informational Memorandum Communicating the Condition of the Police Officers' Pension Fund for the Year Ended December 31, 2023

In accordance with State of Illinois Statute 40 ILCS 5/3-143 effective 08/14/2018, the Pension Fund is required to file a report with the Governing Board reporting on the condition of the Pension Plan at the end of its most recently completed fiscal year, with such report filed with the Governing Board prior to the Governing Board consideration of the future period tax levy and city contribution to the pension fund.

As such, the attached Municipal Compliance Report is hereby filed with the City Clerk, to be presented to the City Council as an Informational Memorandum at its meeting on October 21, 2024.

Regards,

Ruby James

Ruby James
City Treasurer & Chief Financial Officer

cc: Tim Gleason, City Manager
Kimberly Althoff, City Clerk
Todd Cline, President Decatur Police Pension Board
Kara Flannery, Secretary Decatur Police Pension Board
Sarah Walker, City Comptroller

CITY OF DECATUR, ILLINOIS
POLICE PENSION PLAN

House Bill 5088 (Public Act 95-950) - Municipal Compliance Report
For the Year Ended December 31, 2023

The Pension Board certifies to the City Council of the Municipality on the condition of the Pension Plan at the end of its most recently completed fiscal year the following information:

1. The total assets of the fund in its custody at the end of the fiscal year and the current market value of those assets:

Total Assets (at Market Value) (City Trial Balance)	$ 133,766,801
Actuarial Value of Assets (see item 8 for explanation)	$ 146,436,825

2. The estimated receipts during the next succeeding fiscal year from deductions from the salaries of police officers and from other sources:

Estimated Receipts - Employee Contributions (Valuation)	$ 1,288,534
Estimated Receipts - All Other Sources (Valuation) Investment Earnings	N/A
Municipal Contributions (Valuation)	$ 7,968,860

3. The estimated amount required during the next succeeding fiscal year to (a) pay all pensions and other obligations provided in Article 3 of the Illinois Pension Code, and (b) to meet the annual requirements of the fund as provided in Sections 3-125 and 3-127:

(a)	Pay all Pensions and Other Obligations (2025 Projection)	$ 11,621,391
(b)	Annual Requirement of the Fund as Determined by: (2024 Projection) Illinois Police Officers' Pension Investment Fund - Report Dated July 18, 2024	$ 7,576,939
	Private Actuary - Report Dated September 24, 2024 (2025 Projection) (Entry Age Normal - Level Percent of Payroll)	$ 7,968,860
	Private Actuary - Report Dated September 24, 2024 (PA096-1495) (2025 Projection)	$ 7,333,725

CITY OF DECATUR, ILLINOIS
POLICE PENSION PLAN

House Bill 5088 (Public Act 95-950) - Municipal Compliance Report
For the Year Ended December 31, 2023

4. The total net income received from investment of assets along with the assumed investment return and actual investment return received by the fund during its most recently completed fiscal year compared to the total net income, assumed investment return, and actual investment return received during the preceding fiscal year:

	Current Fiscal Year (2023)	Preceding Fiscal Year (2022)
Net Income (Loss) Received from Investment of Assets (City Trial Balance)	$ 15,230,976	$ (16,715,742)
Assumed Investment Return		
Illinois Police Officers' Pension Investment Fund - Report Dated July 18, 2024	6.80%	6.80%
Private Actuary - Report Dated September 24, 2024	7.00%	7.125%
Actual Investment Return	12.78%	(11.84)%

5. The total number of active employees who are financially contributing to the fund:

Number of Active Members (as of 12/31/23)	136

6. The total amount that was disbursed in benefits during the fiscal year, including the number of and total amount disbursed to (i) annuitants in receipt of a regular retirement pension, (ii) recipients being paid a disability pension, and (iii) survivors and children in receipt of benefits:

(Projection for FY 2024)	Number of	Total Amount Disbursed
(i) Regular Retirement Pension	136	$ 9,691,875
(ii) Disability Pension	7	$ 321,725
(iii) Survivors and Child Benefits	36	$ 1,403,349

House Bill 5088 (Public Act 95-950) - Municipal Compliance Report
For the Year Ended December 31, 2023

7. The funded ratio of the fund:

	Current Fiscal Year	Preceding Fiscal Year
Illinois Police Officers' Pension Investment Fund - Report Dated July 18, 2024	62.0%	62.5%
Private Actuary - Report Dated September 24, 2024	63.1%	63.0%

8. The unfunded liability carried by the fund, along with an actuarial explanation of the unfunded liability:

Unfunded Liability: (as of 12/31/22)	
Illinois Police Officers' Pension Investment Fund - Report Dated July 18, 2024	$ 85,223,361
Private Actuary - Report Dated September 24, 2024	$ 85,746,137

The accrued liability is the actuarial present value of the portion of the projected benefits that has been accrued as of the valuation date based upon the actuarial valuation method and the actuarial assumptions employed in the valuation. The unfunded accrued liability is the excess of the accrued liability over the actuarial value of assets. The actuarial value of assets is the asset value derived by using the plan's asset valuation method which is a method designed to smooth random fluctuations in asset values. The objective underlying the use of asset valuation method is to provide for the long-term stability of municipality contributions.

9. The investment policy of the Pension Board under the statutory investment restrictions imposed on the fund.

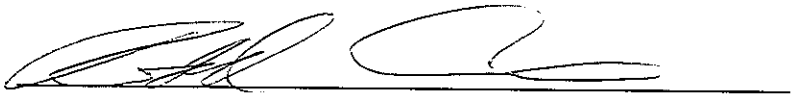
Investment Policy - See Attached

CITY OF DECATUR, ILLINOIS
POLICE PENSION PLAN

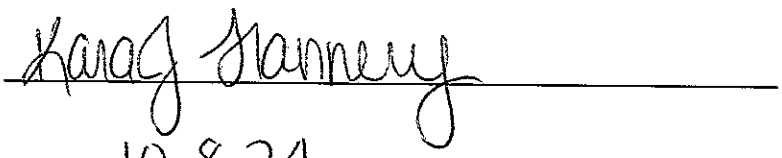
House Bill 5088 (Public Act 95-950) - Municipal Compliance Report
For the Year Ended December 31, 2023

CERTIFICATION OF MUNICIPAL POLICE
PENSION PLAN COMPLIANCE REPORT

We, the undersigned Trustees of the Decatur Police Pension Plan, based upon information and belief, and to the best of our knowledge, certify pursuant to §5/3-143 of the Illinois Pension Code, that the preceding report is true and accurate.



President



Secretary

Dated: 10-8-24

ILLINOIS POLICE OFFICERS' PENSION INVESTMENT FUND

INVESTMENT POLICY STATEMENT

Policy Number: PP-2021-08
Adopted December 17, 2021
Last Revised April 14, 2023

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I. BACKGROUND AND PURPOSE

The Illinois Police Officers' Pension Investment Fund (IPOPIF or the Fund) was created by Illinois Public Act 101-0610 to consolidate the Article 3 police pension funds to streamline investments and eliminate unnecessary and redundant administrative costs, thereby ensuring assets are available to fund pension benefits for the beneficiaries of the participating pension funds as defined in 40 ILCS 5/ 22B-105.

This "Investment Policy Statement" (IPS or Policy) provides objectives, guidelines, procedures, and performance standards for the investment of the assets of the Fund. The Policy represents the formal document governing the investment of the Fund's assets.

II. INVESTMENT OBJECTIVES

1. To ensure the assets of the Fund are invested with the care, skill, prudence, and diligence that a prudent person acting in a like capacity would undertake.
2. To earn a long-term, net-of-fees, investment return that meets or exceeds the actuarial assumed rate of return and the return of the Policy Benchmark consistent with the risk level expected from the asset allocation.
3. To ensure the assets of the Fund are invested in a manner that minimizes and controls the costs incurred in administering and managing the assets.

III. INVESTMENT PHILOSPHY

This section outlines the core beliefs and long-term acknowledgements that will guide the IPOPIF investment program.

1. A well-defined governance structure with clearly delineated responsibilities is critical in achieving consistent, long-term performance objectives.
2. The strategic asset allocation determines the risk-reward profile of the portfolio and is the primary driver of overall portfolio performance and volatility. Key considerations include, but are not limited to, the following:
    a. Asset allocation has a greater effect on return variability than asset class investment structure or investment manager selection.
    b. Understanding expected performance variance and being steadfast in the face of negative returns is critical to long-term success.
    c. Disciplined portfolio rebalancing is a key aspect of prudent long-term asset allocation policy.
3. Risk is multifaceted and will be evaluated holistically, incorporating quantitative measures and qualitative assessments. Risk considerations include, but are not limited to, the following:
    a. Key pension plan risk factors include mortality, inflation, and investment returns.
    b. Portfolio diversification across different asset classes, regions and risk factors reduces risk and increases risk-adjusted returns over the long-term.
    c. Leverage can be an effective tool to enhance diversification and control risk.

d. Uncompensated risk should be minimized.

e. Generating positive investment returns requires recognizing and accepting non-diversifiable risk. Not taking enough risk is risky; therefore, IPOPIF will accept a prudent level of risk in pursuit of its enterprise objectives.

4. Liquidity is a risk factor and a source of return.

   a. The Fund should possess sufficient liquidity to meet expected cash needs under normal and stress scenarios.

   b. Illiquid investments should be considered if the expected return provides attractive compensation for the loss of liquidity.

5. The opportunity for active manager risk-adjusted outperformance (alpha) is not uniformly distributed across asset classes or strategies. Active strategies are preferred only when there is strong conviction that they can be expected to add alpha, net of fees. Otherwise, passive strategies are preferred.

6. Investment costs will be monitored and minimized within the context of maximizing net return. The goal is not low fees, but rather maximum returns, net of fees.

   a. Performance-based fee structures with a low base rate and a cap on participation may be appropriate and promote alignment of interests.

   b. The Fund will negotiate aggressively for the lowest fees and will seek most-favored nation clauses where appropriate.

IV. ROLES AND RESPONSIBILITIES

A. FIDUCIARY RESPONSIBILTY

1. A person is a "fiduciary" with respect to the Fund to the extent that the person:

   a. exercises any discretionary authority or discretionary control respecting management of the Fund, or exercises any authority or control respecting management or disposition of its assets; or

   b. renders investment advice or renders advice on the selection of fiduciaries for a fee or other compensation, direct or indirect, with respect to any moneys or other property of the Fund or has any authority or responsibility to do so; or

   c. has any discretionary authority or discretionary responsibility in the administration of the Fund.

2. All fiduciaries to the Fund shall conduct their responsibilities with the care, skill, prudence, and diligence under the circumstances then prevailing which a prudent person familiar with these matters and acting in a like capacity would use in the conduct of an activity of like character and purpose. Fiduciaries, their employees, agents, and designees shall discharge their duties with respect to the Fund solely in the interest of the participants and beneficiaries of the Fund.

B. THE BOARD OF TRUSTEES

The Board of Trustees (the Board), the members of which are fiduciaries to the Fund, has ultimate responsibility for the success and safety of the investment program. The responsibilities of the Board include, but are not limited to, the following:

1. Determining a prudent level of risk to accept in order to achieve investment objectives.
2. Adopting an asset allocation that prudently diversifies investment risk and maximizes expected return consistent with risk tolerance.
3. Reviewing and adopting the investment policy during the first calendar quarter of each year and as otherwise required.
4. Approving the selection and termination of investment service providers.
5. Monitoring and evaluating the investment performance of the Fund and ensuring the risk profile is consistent with Policy objectives.
6. Monitoring and evaluating investment expenses.
7. Establishing the responsibilities of, and evaluating the performance of, investment staff, advisors, and consultants.

C. CHIEF INVESTMENT OFFICER

The Chief Investment Officer (CIO) is a fiduciary to the Fund and is responsible for the day-to-day operation and oversight of Fund investments under policy guidance from the Board. The CIO will work closely with the Executive Director, Investment Consultant, and investment staff to carry out the duties and responsibilities of this role. Specific responsibilities of the CIO include, but are not limited to, the following:

1. Recommending a prudent level of risk to accept in order to achieve investment objectives.
2. Recommending an asset allocation that prudently diversifies investment risk and maximizes expected return consistent with risk tolerance.
3. Recommending an investment policy.
4. Recommending the search, selection, and termination of investment service providers needed to implement the investment program.
5. Monitoring and evaluating the investment performance of the Fund and ensuring the risk profile is consistent with Policy objectives.
6. Monitoring and evaluating investment expenses.
7. Monitoring and evaluating investment service providers.
8. Developing proposals to enhance the investment program.
9. Ensuring the Fund has adequate liquidity to meet cash flow needs and coordinating the investment of cash contributions and distributions.
10. Monitoring investment allocation and coordinating rebalancing in accordance with the Policy.
11. Reporting to the Board at least quarterly regarding investment activity and performance.

12. Managing the IPOPIF investment staff.

D. INVESTMENT CONSULTANT

The Investment Consultant is a fiduciary to the Fund and provides information, analysis, and advice to the Board, CIO, and investment staff to assist them in implementing the investment program and monitoring and evaluating Fund investments. The Investment Consultant will work closely with the CIO but is required to provide an independent perspective to the Board. Specific responsibilities of the Investment Consultant include, but are not limited to, the following.

1. Assisting in the development, implementation, and evaluation of the Investment Policy and asset allocation.
2. Assisting in the development, implementation, and evaluation of an investment manager structure that provides appropriate diversification with respect to the number and types of investment managers retained.
3. Making recommendations regarding the identification of appropriate market benchmarks and peer groups against which each investment option should be evaluated.
4. Assisting in the search process for investment service providers.
5. Producing quarterly reports to assist in evaluating the investment plan, risk, and performance. In conjunction with these reports, the Investment Consultant will provide recommendations for action when appropriate or when requested.
6. Monitoring the investment managers and investment products employed by the Fund on an on-going basis and informing the CIO and Board, as appropriate, of any developments that might impact performance of Fund investments.
7. Educating investment staff and the Board, as appropriate, on investment issues that could impact the Fund.

E. CUSTODIAN

The Custodian has three primary responsibilities, namely: (1) safekeeping of assets – custody, pricing, and accounting, and reporting of assets owned by the Fund; (2) trade processing – track and reconcile assets that are acquired and disposed; and (3) asset servicing – maintain all economic benefits of ownership including income collection, corporate actions, and proxy notification issues. Specific responsibilities of the Custodian include, but are not limited to, the following.

1. Safekeeping services for investment securities.
2. Timely settlement of securities transactions.
3. Proper pricing of investment securities.
4. Timely collection of income.
5. Prompt and accurate administration of corporate actions, including proxy notifications.
6. Direct, accurate daily communications with investment managers to ensure trades are correct and confirmed.
7. Proactive reconciliation with investment managers.

8. Value allocation for each Article 3 pension fund account.
9. Monthly and annual reporting for IPOPIF and uniform reporting for all Article 3 pension fund accounts.
10. Immediate communication with the CIO regarding any concerns or issues with respect to services provided by the Custodian.
11. Support for annual and regulatory reporting, including working with IPOPIF auditors.
12. Governance reporting to ensure service level metrics and expectations are being met.

F. INVESTMENT ADVISORS/MANAGERS

In accordance with the Illinois Pension Code, the Board may appoint investment advisors (herein also referred to as "Investment Managers") to manage (including the power to acquire or dispose of) the assets of the Fund. The specific duties and responsibilities of each Investment Manager include, but are not limited to, the following.

1. The investment advisor(s) must acknowledge in writing that it is a fiduciary with respect to the Fund and must be at least one of the following:
    a. registered as an investment adviser under the federal Investment Advisers Act of 1940 (15 U.S.C. 80b-1, et seq.);
    b. registered as an investment adviser under the Illinois Securities Law of 1953;
    c. a bank, as defined in the Investment Advisers Act of 1940; or
    d. an insurance company authorized to transact business in this State.
2. Managing those assets of the Fund that are under the supervision of the Investment Manager in accordance with the Investment Management Agreement or other governing document between IPOPIF and the Investment Manager.
3. Exercising investment discretion regarding buying, managing, and selling Fund assets under the supervision of the Investment Manager, subject to any limitations contained in the Investment Management Agreement or other governing document between IPOPIF and the Investment Manager.
4. Directing all trading on the portfolio(s) that it manages on a best execution basis. Soft-dollar trades are prohibited, unless expressly authorized under the Investment Management Agreement. (Soft dollar refers to a method of paying brokers for non-trading services, such as research, through trading commissions.)
5. Voting proxies on all securities held. All proxies will be voted exclusively in the best interests of the Fund. Investment managers who vote proxies will maintain written policies for proxy voting and keep a proper record of all proxies to which the Fund is entitled. A written report will be provided annually to the CIO and Investment Consultant.
6. Providing written reports to the CIO and Investment Consultant on at least a quarterly basis, detailing performance for the most recent period, gross and net of all fees.
7. Informing staff and the Investment Consultant, as soon as practical, in writing of any breach of the Investment Manager's investment guidelines, its Agreement with the Fund,

regulatory standards, and ethics policies.

8. Informing staff and the Investment Consultant as soon as practical, in writing, of any significant changes in the ownership, organizational structure, financial condition, personnel staffing, or other material changes at the firm; and
9. Increasing the utilization of Minority/Women/Disabled/Veteran Owned Broker Dealers. Appendix B2 details minority brokerage goals and responsibilities.
10. The Fund may utilize pooled funds (e.g., mutual funds, commingled funds, collective trusts, limited partnerships) that are generally aligned with this Policy when selected. However, pooled funds are controlled by their specific governing documents and are not customizable; therefore, it may not be feasible to require that such pooled funds adhere strictly to this Investment Policy. Any manager of a pooled fund shall inform IPOPIF if the investment policies, objectives, or guidelines of any such fund undergo material changes.

G. SECURITIES LENDING PROVIDER

The Board may authorize the use of a securities lending provider, which refers to any third-party firm (Agent) that lends the assets of the Fund to other parties in exchange for collateral and interest income. Cash collateral received from securities borrowers will be deposited upon receipt in an approved short-term investment vehicle or vehicles. The Agent may lend financial securities and shall have full discretion over the selection of borrowers and shall continually review the creditworthiness of potential borrowers through extensive analysis of publicly available information and any other material available to them. All loans shall be fully collateralized with cash, government securities, or irrevocable bank letters of credit. Initial collateral levels equal to a percentage of the market value of the borrowed securities shall not be less than 102% plus accrued interest. Securities on loan should be marked-to-market on a daily basis to assess adequacy of collateralization. The Agent shall provide periodic performance reports to the Investment Staff and Investment Consultant. The securities lending program should in no way inhibit the portfolio management activities of the Fund's investment managers.

V. INVESTMENT STRUCTURE

A. ASSET CATEGORIES AND CLASSES

IPOPIF investments shall be prudently diversified to optimize expected return and control risks. Assets can generally be categorized into four functional categories of Growth, Income, Inflation Protection, and Risk Mitigation. Each category can include multiple asset classes, representing different types of investments that can provide diversification within each functional category. Asset category and class descriptions are detailed in Appendix A1.

B. ASSET ALLOCATION

The asset allocation establishes target weights for each asset class and is designed to maximize the long-term expected return of the Fund within an acceptable risk tolerance while providing liquidity to meet program liabilities. The asset allocation is a key determinant of investment performance. The Asset Allocation is detailed in Appendix A2.

C. INVESTMENT MANAGER STRUCTURE

The investment manager structure establishes the investment manager roles that will be used to implement the asset allocation. The investment manager structure will employ the minimum number of managers necessary to assure appropriate diversification. The following guidelines will limit active manager concentration unless an exception is specifically authorized by the Board.

1. The maximum allocation to a single active manager is 12% of the Plan.
2. The maximum allocation to a single active management product is 8% of the Plan.
3. No investment with any single investment strategy may exceed 10% of that manager's total assets under management for that strategy.
4. There is no specified limitation for passive managers or products but diversifying alternatives should be considered when adding passive exposure.

D. REBALANCING POLICY

1. Rebalancing is the process of realigning investment weights toward targets to maintain the desired asset allocation.
2. Rebalancing ranges are detailed in Appendix A2, Asset Allocation.
3. The CIO has the responsibility and authority to rebalance the Fund in accordance with this Policy.
4. The CIO and the Investment Consultant shall review asset allocations at least quarterly or as appropriate during periods of significant market volatility.
5. Cash contributions to and withdrawals from the Fund may be used to move investment weights towards targets.
6. When asset allocations exceed the prescribed limits, or when deemed prudent by the CIO, with the advice of the Investment Consultant, Fund assets may be rebalanced to the target levels or to some point within the target range. No rebalancing action is automatically required if an asset class weight reaches a rebalancing limit. However, the CIO shall document the rationale for not acting if an allocation falls outside of the rebalancing range.
7. Rebalancing to targets will be considered at least annually by the CIO, with the advice of the Investment Consultant.
8. Rebalancing activity shall be reported at the next meeting of the Board.

E. TRANSITION MANAGEMENT

1. Transition management is the process of managing changes to an investment fund's portfolio of assets with an objective of reducing unnecessary cost and uncompensated risk.
2. IPOPIF shall maintain a pool of qualified transition management firms, which may be utilized to minimize the costs of asset transfers. Transition manager utilization should be considered for asset transfers but is not required if the CIO, with advice from the Consultant, believes the transition can be more effectively implemented using approved

investment managers.

3. A transition plan shall be developed by the transition manager or investment manager and reviewed with investment staff prior to the transition.
4. A post-trade analysis shall be documented by the transition manager or investment manager and reviewed with investment staff.
5. Transition activity and costs shall be reported at the next meeting of the Board.

F. PERFORMANCE BENCHMARKS

Fund performance will be evaluated against a "Broad Benchmark" of global stocks and bonds and a "Policy Benchmark" reflecting a market index or equivalent for each asset class, weighted in accordance with the current target allocations. Over a full market cycle (typically three-to-five-years), the Fund is expected to generate returns, after payment of all fees and expenses, which exceed the Broad Benchmark and the Policy Benchmark. Performance Benchmarks are detailed in Appendix A3.

VI. INVESTMENT MANAGER SELECTION, MONITORING, AND EVALUATION

A. INVESTMENT MANAGER SELECTION

1. Investment Manager selection shall be governed by the Procurement of Investment Services Policy, IPOPIF Policy number PP-2021-07.
2. Pursuant to 40 ILCS 5/1A-108, the Fund recognizes that it is the public policy of the State of Illinois to promote the economy of Illinois through the use of economic opportunity investments to the greatest extent feasible within the bounds of financial and fiduciary prudence.

B. MANAGER MONITORING AND EVALUATION

Investment Staff and the Investment Consultant will evaluate each Investment Manager from a qualitative and quantitative standpoint on a quarterly basis.

1. Qualitative factors include, but are not limited to, the following.
    a. Ownership changes or departure of key personnel.
    b. Assets under management at the firm and product level.
    c. Conflicts of interest.
    d. Changes in investment strategy.
    e. Material litigation or regulatory challenges involving the Investment Manager.
    f. Material client-servicing problems.
    g. Minority brokerage utilization.
2. Quantitative Review.
    a. Long-term performance standards should measure an Investment Manager's

performance using rolling returns across multiple trailing time periods (e.g., 1-year, 3-year, and 5-year) in relation to the mutually agreed upon performance index.

b. Shorter-term performance will be measured in relation to an appropriate style index and "Peer Group." Each Investment Manager is to be measured against the median return of a peer group of investment managers with similar investment styles.

c. Managers are expected to maintain their stated investment style and philosophy. Quantitative measures of investment style and philosophy include style mapping, style attribution analysis, and tracking error relative to the benchmark.

3. Investment Staff and the Investment Consultant will review Investment Manager performance with the Board on a quarterly basis.

   a. Investment staff shall identify investment managers of concern, report the material issues, and provide an analysis supporting the CIO's recommendation.

   b. While past performance is not a reliable predictor of future results, the following criteria shall warrant review by the Board of Trustees:

      i. Four consecutive quarters in which the manager underperforms its benchmark index for the trailing three-year and five-year periods.

      ii. Two consecutive quarters in which the manager underperforms its Peer Group for the trailing three-year and five-year periods.

VII. PROXY VOTING POLICY

Proxies refers to the process of voting as a shareholder on corporate issues without being physically present at the meeting. Shareholders may also vote on corporate issues in person. The Board recognizes that the right to vote on corporate issues is a Fund asset and affirms its fiduciary responsibility to ensure that the Fund's shareholder votes and proxies are voted in the best interests of the Fund. The Board delegates this responsibility to its fiduciary investment managers, who are best positioned to understand the voting issues. Investment managers shall report proxy voting activity annually to the CIO and the Investment Consultant. In the absence of an assigned investment manager, the Chief Investment Officer shall vote proxies in the best interest of the Fund and will use their professional judgement regarding when to seek Board guidance.

VIII. POLICIES INCORPORATED BY REFERENCE

The following IPOPIF Policies are incorporated into the Investment Policy Statement by reference:

PP-2021-07 Procurement of Investment Services Policy

AR-2021-02 Transfer of Assets Rule

AR-2022-01 Valuation and Cost Rule

PP-2022-01 Cash Management Policy

IX. POLICY ADOPTION

The Investment Policy was originally adopted by the IPOPIF Board of Trustees on December 17, 2021. The dates of subsequent review and adoption shall be recorded below.

October 14, 2022 – reviewed and adopted

February 2, 2023 – reviewed and adopted

April 14, 2023 – updated short-term asset allocation

Appendix A1 – ASSET CLASS DESCRIPTIONS

A. Growth Assets

1. Role: Capital appreciation, primary driver of long-term total return
2. Investment Approach: Growth assets generally represent equity or equity-like interests in current and future income streams and capture long-term economic growth trends throughout the world.
3. Risk Factors
   a. The cost of the high expected long-term returns is higher expected volatility.
   b. Growth assets are highly sensitive to economic conditions and are subject to potential loss during economic downturns, rising/unexpected inflation, and rising interest rates.
   c. Foreign currency volatility can be a source of risk and return for non-US exposure.
   d. Liquidity is a key benefit of public equities as stocks can be traded daily. Illiquidity is a key risk factor for private equity.
4. Representative Asset Classes
   a. **US Equity** represents publicly traded stock holdings of companies located in the United States.
   b. **Non-US Equity** represents publicly traded stock holdings of companies located outside of the United States. Non-US equity provides diversification through exposure to international economies and currencies. Non-US equity can be segregated by **developed** and **emerging markets** (economies). Emerging markets equity is expected to capture the higher economic growth of emerging economies and provide higher long-term returns than developed market equities coupled with higher volatility.
   c. **Global Equity** removes regional constraints allowing investment in US and non-US companies.
   d. Public equities may also be categorized by company capitalization (size) with **smaller companie**s historically experiencing higher returns and volatility. Active management has fared better in the small company environment, where information is typically evaluated by fewer analysts.
   e. **Private Equity** refers to investments in private companies (direct investments) or funds that hold investments in private companies or securities that are not typically traded in the public markets. Frequently these investments need "patient" capital to allow time for growth potential to be realized through a combination of capital investment, management initiatives, or market development. Private equity is expected to provide higher long-term returns than public equity, but illiquidity is a key risk due to contractual commitments to fund capital on demand and term structures that allow holding that capital for several years to allow time for value creation.

B. Income Assets

1. Role: Current income and moderate long-term appreciation
2. Investment Approach: Income assets are generally fixed claims on assets or income streams of an issuer (e.g., government, corporation, asset-backed securities).
3. Risk Factors:
    a. Income assets are subject to the failure of the borrower to make timely payments of interest and principal (credit risk) and the price volatility related to credit risk. Bonds with greater credit risk (i.e., bonds with lower credit ratings) are typically less liquid than higher quality bonds.
    b. Income assets are also susceptible to interest rate (duration) risk where higher market interest rates reduce their value. Longer maturities have relatively higher interest rate risk.
4. Representative Asset Classes
    a. **Bank Loans** are similar to high yield bonds in that both represent debt issuers with higher credit risk. Compared to high-yield bonds, bank loans typically have higher seniority in the capital structure, which has historically resulted in much higher recovery following default.
    b. **High Yield Debt** refers to bonds with higher credit risk and lower credit ratings than investment-grade corporate bonds, Treasury bonds, and municipal bonds. Because of the higher risk of default, these bonds pay a higher yield than investment grade bonds.
    c. **Emerging Markets Debt** (EMD) refers to bonds issued by developing countries or corporations based in developing countries. EMD bonds can be denominated in U.S. Dollars or local currency. The primary risk factor is credit quality, but interest rates and foreign currency fluctuations are also factors.
    d. **Private Debt** refers to non-bank direct lending arrangements. Features are similar to bank loans with somewhat higher credit risk and yields. Investments are typically structured in a private market vehicle with limited liquidity.

C. Inflation Protection (Real Assets)

1. Role: Current income, inflation protection, diversification
2. Investment Approach: Generally, ownership in physical assets
3. Risk Factors: Real Assets may not provide the desired inflation protection. Loss of principal is also a risk. Real Estate, Natural Resources, and Infrastructure are typically accessed through private investment vehicles with constrained liquidity similar to that discussed for Private Equity.
4. Representative Asset Classes
    a. **Real Estate** includes investments in office buildings, apartments, hotels, industrial warehouses, retail, and other specialty property types, as well as raw land, and development projects.

b. **Natural Resources** broadly refers to anything mined or collected in raw form but may include assets subject to further processing. Typical assets include agriculture, timber, minerals, and metals.

c. **Infrastructure** refers to investments in physical systems that support world economies. Typical investments include transportation, communication, and utilities (electricity, gas, water, sewage).

d. **REITs** or Real Estate Investment Trusts are publicly traded companies that own Real Estate. REITS benefit from the daily liquidity consistent with a publicly traded stock, but also suffer from relatively high volatility and higher correlation to publicly traded equity.

e. **TIPS** refers to United States Treasury Inflation-Protected Securities which provide protection against inflation. The principal of a TIPS increases with inflation and decreases with deflation, as measured by the Consumer Price Index. At maturity TIPS pay the adjusted principal or original principal, whichever is greater.

D. Risk Mitigation

1. Role: Liquidity to fund benefit payments and other cash flow needs, capital preservation, modest current income, diversification to growth assets
2. Investment Approach: Cash equivalents or high-quality domestic bonds
3. Risk Factors: Risks are substantially lower for risk mitigation assets but may include modest exposure to credit or interest rates (duration).
4. Representative Asset Classes

   a. **Cash Equivalents** are the safest possible investment with no volatility and minimal return.

   b. **Short Term Investment Grade Bonds** have moderate interest rate risk.

   c. **Investment Grade Bonds** including bonds and notes issued by the **U.S Treasury**, U.S. Government Agencies, state and local municipalities, corporations, or other issuers with similar conservative risk profiles. Risk factors include duration and credit. **Core Fixed Income** refers to a combination of government and corporate bonds and other fixed income instruments reflective of the U.S. fixed income opportunity set. **Core Plus Fixed Income** is similar to core but adds somewhat riskier investments, such as high-yield debt and asset-backed securities to boost yield. However, the overall risk profile of Core Plus remains relatively benign.

Appendix A2 – ASSET ALLOCATION

The IPOPIF has adopted short-term and long-term asset allocation targets. Short-term targets are necessary to accommodate the initial IPOPIF transition and the subsequent buildout of diversified strategies, including private market investments. Short-term targets and rebalancing ranges will be updated periodically, with Board approval, as new investments move the allocation toward the long-term targets. Rebalancing and the Policy Benchmark will be based on short-term targets. Rebalancing ranges are not included where liquidity constraints prevent rebalancing.

IPOPIF Asset Allocation	Short-term					Long-term
	Target	Rebalancing Range				Target
Asset Classes	Allocation	Band	Lower	Upper		Allocation
Growth	**58.0%**	**10.0%**	**53.0%**	**63.0%**		**65.0%**
US Large	23.0%	4.0%	21.0%	25.0%		23.0%
US Small	5.0%	2.0%	4.0%	6.0%		5.0%
International Developed	18.0%	4.0%	16.0%	20.0%		18.0%
International Developed Small	5.0%	2.0%	4.0%	6.0%		5.0%
Emerging Markets	7.0%	2.0%	6.0%	8.0%		7.0%
Private Equity (Direct)	0.0%	N/A	N/A	N/A		7.0%
Income	**16.0%**	**4.0%**	**14.0%**	**18.0%**		**14.0%**
Bank Loans	0.0%	N/A	N/A	N/A		3.0%
High Yield Corp. Credit	10.0%	2.0%	9.0%	11.0%		3.0%
Emerging Market Debt	6.0%	2.0%	5.0%	7.0%		3.0%
Private Credit	0.0%	N/A	N/A	N/A		5.0%
Inflation Protection	**9.0%**	**4.0%**	**7.0%**	**11.0%**		**11.0%**
US TIPS	3.0%	2.0%	2.0%	4.0%		3.0%
REITs	4.0%	2.0%	3.0%	5.0%		0.0%
Real Estate/Infrastructure	2.0%	N/A	N/A	N/A		8.0%
Risk Mitigation	**17.0%**	**8.0%**	**13.0%**	**21.0%**		**10.0%**
Cash	1.0%	2.0%	0.0%	2.0%		1.0%
Short-Term Gov't/Credit	13.0%	4.0%	11.0%	15.0%		3.0%
US Treasury	0.0%	N/A	N/A	N/A		3.0%
Core Fixed Income	3.0%	2.0%	2.0%	4.0%		0.0%
Core Plus Fixed Income	0.0%	N/A	N/A	N/A		3.0%
Total	**100.0%**					**100.0%**

Appendix A3 – PERFORMANCE BENCHMARKS

Fund investment performance will be evaluated against a "Broad Benchmark" of global stocks and bonds and a "Policy Benchmark" reflecting a market index or equivalent for each asset class, weighted in accordance with the current target allocation. Over a full market cycle (typically three-to-five-years), the Fund is expected to generate returns, after payment of all fees and expenses, which exceed the Broad Benchmark and the Policy Benchmark. Performance Benchmarks are detailed below.

Policy Benchmark – Short-Term Allocation

Asset Class	Policy Benchmark	Weight
Cash	91 day T-Bills	1.0%
Short-Term Bonds	Bloomberg US Gov/Credit 1-3 year	13.0%
Core Bonds	Bloomberg US Aggregate	3.0%
US TIPS	Bloomberg US TIPS 0-5 Years	3.0%
US Treasury	Bloomberg US Treasury 7-10 Years	0.0%[1]
Bank Loans	Credit Suisse Leveraged Loan	0.0%[1]
High Yield Debt	Bloomberg US Corporate High Yield	10.0%
Emerging Markets Debt	JPM EMBI Global Diversified	6.0%
Private Credit	Actual Returns	0.0%[1]
US Large Cap Equity	Russell 1000	23.0%
US Small Cap Equity	Russell 2000	5.0%
Developed Int'l Equity	MSCI World ex-US Net [2]	18.0%
Developed Int'l Small Cap Equity	MSCI World ex-US Small Cap Net[2]	5.0%
Emerging Markets Equity	MSCI Emerging Markets Net [2]	7.0%
Private Equity	Actual Returns	0.0%[1]
REITs	Wilshire US REIT	4.0%
Core Real Estate	NFI-ODCE equal-weight	2.0%
Private Real Estate / Infrastructure	Actual Returns	0.0%[1]
Total		100.0%

[1]US Treasury, Bank Loans, and Private Markets Investments each have long-term allocation weights and are included in the Policy Benchmark table for reference.
[2] Net: Total Net Return including dividends and net of withholding taxes

Broad Benchmark

	Index	Weight
Global Equity	MSCI All Country World Index, Investible Market Index, USD (ACWI IMI)	70%
Fixed Income	Bloomberg Multiverse Total Return Index, Unhedged, USD	30%

Appendix B1 – MWDBE INVESTMENT MANAGER UTILIZATION POLICY

A. Definitions

1. "Emerging Investment Manager," as defined in Section 1-109.1(4) of the Illinois Pension Code, means a qualified Investment Adviser that manages an investment portfolio of at least $10,000,000 but less than $10,000,000,000 and is a MWDBE.
2. MWDBE means a Minority-Owned Business, Women-Owned Business, or Business Owned by Person with a Disability, as those terms are defined in the Business Enterprise for Minorities, Women, and Persons with Disabilities Act, 30 ILCS 575/2, as amended.
3. "MWDBE Investment Manager" means a qualified Investment Adviser that manages an investment portfolio and is a MWDBE.

B. Emerging Manager Goals

It is the policy of the IPOPIF to utilize Emerging Investment Managers to the greatest extent feasible within the bounds of financial and fiduciary prudence. In accordance with 40 ILCS 5/1-109.1(4), the Board has set forth the following quantifiable goals for percentage of total assets under management to be managed by Emerging Investment Managers:

		Ownership			
		Minority	Women	Disabled	Total
Asset Classes	Equity	9%	9%	2%	20%
	Fixed Income	9%	9%	2%	20%
	Alternatives	9%	9%	2%	20%
	Total	9%	9%	2%	20%

C. MWDBE Manager Goals

It is the policy of the IPOPIF to utilize MWDBE Investment Managers to the greatest extent feasible within the bounds of financial and fiduciary prudence. In accordance with 40 ILCS 5/1-109.1(9), the Board has set forth the following quantifiable goals for percentage of total assets under management managed by MWDBE Investment Managers:

Ownership			
Minority	Women	Disabled	Total
9%	9%	2%	20%

In accordance with 40 ILCS 5/1-109.1(10), it is the aspirational goal for the IPOPIF use MWDBE Investment Managers for not less than 20% of the total assets under management. It is also IPOPIF's aspirational goal that not less than 20% of Investment Managers be minorities, women, and persons with disabilities, as those terms are defined in the Business Enterprise for Minorities, Women, and Persons with Disabilities Act.

D. Certification

Emerging or MWDBE Investment Advisers shall provide documentation establishing their status as an MWDBE. Preference shall be given to the appropriate certification from the State of Illinois as acceptable documentation. If such a certification is not available, the IPOPIF may consider other evidence, including certification by another state or a city.

E. Reporting

The Fund shall submit a report to the Governor and the General Assembly by January 1 of each year that includes this IPS and the following: (i) the names and addresses of the Emerging Investment Managers used, the percentage of the assets under the investment control of Emerging Investment Managers, and the actions the Fund has undertaken to increase the use of Emerging Investment Managers, including encouraging other Investment Managers to use Emerging Investment Managers as subcontractors when the opportunity arises and (ii) the specific actions undertaken to increase the use of Minority Broker-Dealers.

F. Review Requirement

The Board of Trustees shall review this Policy and associated goals annually.

Appendix B2 – MINORITY BROKER-DEALER POLICY

This Policy addresses the requirement of Section 1-109.1(7) of the Illinois Pension Code.

A. Definitions

1. "Minority Broker-Dealer" means a qualified broker-dealer who meets the definition of "minority-owned business", "women-owned business", or "business owned by a person with a disability", as those terms are defined in the Business Enterprise for Minorities, Women, and Persons with Disabilities Act., 30 ILCS 575/2, as amended.
2. “Best Execution” means the best possible result taking into account all relevant considerations such as price, costs, speed, and likelihood of execution and settlement.

B. Goal

It is the goal of the IPOPIF that Investment Managers utilize Minority Broker-Dealers for **20%** of trades.

C. Best Execution Required

Investment Managers are always required to seek Best Execution.

D. Manager Reporting

1. Each Investment Manager shall report minority brokerage on a quarterly basis.
2. Equity manager reports are expected to include the following information:
    a. Total shares traded and total commission dollars.
    b. Minority brokerage shares traded and commission dollars.
    c. Percentage of minority brokerage by shares and dollars.
3. Fixed income manager reports are expected to include the following information:
    a. Total par value traded and average bid/ask spread.
    b. Minority par value traded and average bid/ask spread.
    c. Percentage of minority brokerage by par value traded.
4. All Investment Managers are encouraged to include a discussion of minority brokerage trends, obstacles, and initiatives to increase minority brokerage.

E. Review Requirement

The Board of Trustees shall review this Policy and associated goals annually.

Appendix B3 – FIDUCIARY DIVERSITY POLICY

This Policy addresses the requirement of Section 1-109.1(5) of the Illinois Pension Code.

It is the policy goal of the IPOPIF to increase the racial, ethnic, and gender diversity of its fiduciaries, including its consultants and senior staff. IPOPIF shall make its best efforts to ensure that the racial and ethnic makeup of its senior administrative staff represents the racial and ethnic makeup of its membership.

When procuring investment services, the IPOPIF shall encourage participation of businesses owned by minorities, women, and persons with disabilities to respond to requests for proposals and will also work to encourage majority firms acting as fiduciaries to hire and promote minorities, women, or persons with disabilities in senior staff and ownership positions.

Investment Managers shall be procured in the manner prescribed by the Procurement of Investment Services Policy, PP-2021-07. Policy goals to increase the utilization of investment management firms owned by minorities, women or persons with disabilities are addressed in Appendix B1of this Investment Policy.

The Board of Trustees shall review this Policy and associated goals annually.

Appendix B4 – BUSINESSES DIVERSITY POLICY

This Policy addresses the requirement of Section 1-109.1(6) of the Illinois Pension Code.

It is IPOPIF's policy to utilize businesses owned by minorities, women, and persons with disabilities for all contracts and services, including investment-related contracts and services.

The Board of Trustees shall review this Policy annually.

Appendix B5 – ECONOMIC OPPORTUNITY

Pursuant to 40 ILCS 5/1A-108.5, the Fund recognizes that it is the public policy of the State of Illinois to promote the economy of Illinois through the use of economic opportunity investments to the greatest extent feasible within the bounds of financial and fiduciary prudence.

The Fund shall submit a report to the Governor and the General Assembly by September 1 of each year that identifies the economic opportunity investments made by the Fund, the primary location of the business or project, the percentage of the Fund's assets in economic opportunity investments, and the actions that the Fund has undertaken to increase the use of economic opportunity investments.

The Board of Trustees shall review this Policy annually.

Appendix B6 – SUSTAINABLE INVESTING

Pursuant to Sections 1-113.6 and 1-113.17 of the Illinois Pension Code, in evaluating investment decisions, the Fund will consider material, relevant, and decision-useful sustainability factors, within the bounds of financial and fiduciary prudence, as provided for under the Illinois Sustainable Investing Act, 30 ILCS 238/1, *et seq*., which include but are not limited to:

- Corporate governance and leadership factors, such as the independence of boards and auditors, the expertise and competence of corporate boards and executives, systemic risk management practices, executive compensation structures, transparency and reporting, leadership diversity, regulatory and legal compliance, shareholder rights, and ethical conduct.
- Environmental factors that may have an adverse or positive financial impact on investment performance, such as greenhouse gas emissions, air quality, energy management, water and wastewater management, waste and hazardous materials management, and ecological impacts.
- Social capital factors that impact relationships with key outside parties, such as customers, local communities, the public, and the government, which may impact investment performance. Social capital factors include human rights, customer welfare, customer privacy, data security, access and affordability, selling practices and product labeling, community reinvestment, and community relations.
- Human capital factors that recognize that the workforce is an important asset to delivering long-term value, including factors such as labor practices, responsible contractor and responsible bidder policies, employee health and safety, employee engagement, diversity and inclusion, and incentives and compensation.
- Business model and innovation factors that reflect an ability to plan and forecast opportunities and risks, and whether a company can create long-term shareholder value, including factors such as supply chain management, materials sourcing and efficiency, business model resilience, product design and life cycle management, and physical impacts of climate change.

The Board of Trustees shall review this Policy annually.

DATE: 10/21/2024

MEMO:

TO: Honorable Mayor Moore Wolfe and
City Council Members

FROM: Trustees of the Decatur Firefighters' Pension Fund

SUBJECT: Municipal Compliance Report Firefighters' Pension Fund

SUMMARY RECOMMENDATION: The Firefighters' Pension Board certifies to the City Council on the condition of the Pension Fund at the end of its most recently completed fiscal year.

POTENTIAL OBJECTIONS: None anticipated.

INPUT FROM OTHER SOURCES:
Milliman, Inc.
Department of Insurance

BUDGET/TIME IMPLICATIONS: The Firefighters' Pension Board reports their recommended minimum pension contribution to include in the next year's budget and tax levy.

ATTACHMENTS:

Description	Type
Informational Memorandum Communicating the Condition of the Firefighters' Pension Fund for the Year Ended December 31, 2023	Cover Memo
2024 Decatur Fire MCR Report	Backup Material
Illinois Firefighters Pension Investment Fund Investment Policy	Backup Material

CITY OF DECATUR ILLINOIS

1 GARY K. ANDERSON PLAZA DECATUR, ILLINOIS
62523

October 21, 2024

The Honorable Ms. Julie Moore Wolfe and
Members of the City of Decatur City Council

Informational Memorandum Communicating the Condition of the Firefighters' Pension Fund for the Year Ended December 31, 2023

In accordance with State of Illinois Statute 40 ILCS 5/4-134 effective 08/29/2008, the Pension Fund is required to file a report with the Governing Board reporting on the condition of the Pension Plan at the end of its most recently completed fiscal year, with such report filed with the Governing Board prior to the Governing Board consideration of the future period tax levy and city contribution to the pension fund.

As such, the attached Municipal Compliance Report is hereby filed with the City Clerk, to be presented to the City Council as an Informational Memorandum at its meeting on October 21, 2024.

Sincerely,

Ruby James
City Treasurer & Chief Financial Officer

cc: Tim Gleason, City Manager
Kimberly Althoff, City Clerk
Justin Krause, President Decatur Firefighter Pension Board
Jeremy Ruderman, Secretary Decatur Firefighter Pension Board
Sarah Walker, City Comptroller

CITY OF DECATUR, ILLINOIS
FIREFIGHTERS' PENSION PLAN

House Bill 5088 (Public Act 95-950) - Municipal Compliance Report
For the Year Ended December 31, 2023

The Pension Board certifies to the City Council of the Municipality on the condition of the Pension Plan at the end of its most recently completed fiscal year the following information:

1. The total assets of the fund in its custody at the end of the fiscal year and the current market value of those assets:

Total Assets (at Market Value) (City Trial Balance)	$ 97,954,518
Actuarial Value of Assets (see item 8 for explanation)	$ 108,696,619

2. The estimated receipts during the next succeeding fiscal year from deductions from the salaries or wages of firefighters and from other sources:

Estimated Receipts - Employee Contributions (Valuation)	$ 977,137
Estimated Receipts - All Other Sources (Valuation)	
Investment Earnings	N/A
Municipal Contributions (Valuation)	$ 6,788,314

3. The estimated amount required during the next succeeding fiscal year to (a) pay all pensions and other obligations provided in Article 4 of the Illinois Pension Code, and (b) to meet the annual requirements of the fund as provided in Sections 4-118 and 4-120 and (c) the increase in employer pension contributions resulting from the implementation of P.A. 93-0689:

(a)	Pay all Pensions and Other Obligations (2025 Projection)	$ 9,833,660
(b)	Annual Requirement of the Fund as Determined by: (2024 Projection) Illinois Firefighters' Pension Investment Fund - Report Dated July 17, 2024	$ 5,348,464
	Private Actuary - Report Dated September 24, 2024 (2025 Projection) (Entry Age Normal - Level Percentage of Payroll)	$ 6,788,314
	Private Actuary - Report Dated September 24, 2024 (PA096-1495) (2025 Projection)	$ 5,920,082
(c)	Annual Requirement of the Fund as Determined by: Illinois Firefighters' Pension Investment Fund	N/A
	Private Actuary - Report Dated September 24, 2024	N/A

4. The total net income received from investment of assets along with the assumed investment return and actual investment return received by the fund during its most recently completed fiscal year compared to the total net income, assumed investment return, and actual investment return received during the preceding fiscal year:

	Current Fiscal Year (2023)	Preceding Fiscal Year (2022)
Net Income Received from Investment of Assets (City Trial Balance)	$ 12,734,414	$ (15,216,651)
Assumed Investment Return		
Illinois Firefighters' Pension Investment Fund - Report Dated July 17, 2024	7.125%	7.125%
Private Actuary - Report Dated September 24, 2024	7.00%	6.625%
Actual Investment Return	14.98%	(14.76)%

5. The total number of active employees who are financially contributing to the fund:

Number of Active Members (as of 12/31/23)	106

6. The total amount that was disbursed in benefits during the fiscal year, including the number of and total amount disbursed to (i) annuitants in receipt of a regular retirement pension, (ii) recipients being paid a disability pension, and (iii) survivors and children in receipt of benefits:

(Projection FY 2024)	Number of	Total Amount Disbursed
(i) Regular Retirement Pension	81	$ 6,554,784
(ii) Disability Pension	24	$ 1,555,447
(iii) Survivors and Child Benefits	32	$ 1,621,175

7. The funded ratio of the fund:

	Current Fiscal Year	Preceding Fiscal Year
Illinois Firefighters' Pension Investment Fund - Report Dated July 17, 2024	65.6%	65.2%
Private Actuary - Report Dated September 24, 2024	61.5%	56.2%

8. The unfunded liability carried by the fund, along with an actuarial explanation of the unfunded liability:

Unfunded Liability: (as of 12/31/23)	
Illinois Firefighters' Pension Investment Fund - Report Dated July 17, 2024	$ 53,898,594
Private Actuary - Report Dated September 24, 2024	$ 68,166,295

The accrued liability is the actuarial present value of the portion of the projected benefits that has been accrued as of the valuation date based upon the actuarial valuation method and the actuarial assumptions employed in the valuation. The unfunded accrued liability is the excess of the accrued liability over the actuarial value of assets. The actuarial value of assets is the asset value derived by using the plan's asset valuation method which is a method designed to smooth random fluctuations in asset values. The objective underlying the use of asset valuation method is to provide for the long-term stability of municipality contributions.

9. The investment policy of the Pension Board under the statutory investment restrictions imposed on the fund.

Investment Policy - See Attached

CITY OF DECATUR, ILLINOIS
FIREFIGHTERS' PENSION PLAN

House Bill 5088 (Public Act 95-950) - Municipal Compliance Report
For the Year Ended December 31, 2023

CERTIFICATION OF MUNICIPAL FIRE PENSION PLAN COMPLIANCE REPORT

We, the undersigned Trustees of the Decatur Firefighters' Pension Plan, based upon information and belief, and to the best of our knowledge, certify pursuant to §5/4-134 of the Illinois Pension Code, that the preceding report is true and accurate.

10/11/24 President

10-11-24 Secretary

Dated: 10/11/24



FIREFIGHTERS' PENSION INVESTMENT FUND

INVESTMENT POLICY

Adopted by the FPIF Board of Trustees:

June 17, 2022

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I. About

The Illinois Firefighters' Pension Investment Fund ("FPIF"), including its Board of Trustees (the "Board") and staff members (the "Staff"), is responsible for managing, investing, and reinvesting the assets of the Participating Pension Funds created pursuant to Article 4 of the Illinois Pension Code (40 ILCS 5/4 *et seq*.) as set forth in Article 5/22C of the Illinois Pension Code (40 ILCS 5/22C *et seq*.). The Board and staff have fiduciary responsibilities for managing and investing assets belonging to the Participating Pension Funds.

II. Purpose of the Investment Policy

The purpose of this Investment Policy is to formalize FPIF's investment objectives, policies, and procedures, as well as to provide broad operational direction to the Board, staff, agents, and representatives of FPIF with respect to the management of FPIF's assets.

III. Investment Objectives

The investment strategy of the Fund seeks to maximize the likelihood of meeting long-term return objectives, while (i) maintaining prudent risk exposure, (ii) controlling fees and expenses related to management of the Fund and (iii) complying with the governing provisions of the Illinois Pension Code (40 ILCS 5 *et seq.*) and other applicable laws and regulations. Long-term return objectives are based on an assumed rate of return as set forth by FPIF's actuary.

The Fund is managed with a long-term investment horizon and endeavors to maintain sufficient liquidity, as projected by Staff and the Member Systems, to meet disbursement needs.

IV. Investment Philosophy

FPIF invests for the long-term value of its beneficiaries and, therefore, does not evaluate managers or its portfolio exclusively through short-term (less than three years) performance metrics. The Board and Staff recognize that the diversification of funds across asset classes is the primary determinant of the Fund meeting its risk-adjusted return objective over time. Therefore, the Board, with input from Staff and investment service providers, sets target allocations (the "Targets") for the various asset classes and the portfolio is periodically rebalanced to continue to meet those Targets (the "Strategic Asset Allocation"). Upon establishment of a private markets portfolio, FPIF will seek to maintain a consistent commitment pacing model within the private markets portfolio to ensure appropriate vintage year diversification.

While certain pockets of market inefficiencies may exist, public securities markets tend to be efficient. Therefore, when making investment decisions, FPIF defaults to low-fee, passive strategies and evaluates active investment manager performance relative to appropriate benchmarks.

Active investment managers are considered for FPIF's portfolio when FPIF's retained investment professionals and Staff can (i) demonstrate that a manager can reasonably be expected to add value to the Fund through improved returns and/or mitigated risk (ii) demonstrate a track record of investment performance relative to appropriate benchmarks (iii) provide an opinion with regard to the reasonableness of the proposed investment management fees (iv) provide an informed thesis in support of the strategy and (v) express confidence to the Board in the investment manager's firm, personnel, investment process, and suitability for the Fund.

The Board determines the asset classes and high-level investment guidelines (the "Investment Guidelines") pursuant to which the investment managers may invest. Within the bounds set by the Board, the Staff has discretion to refine guidelines and negotiate more favorable terms, subject to its fiduciary obligation to FPIF, in the best interests of the Fund's beneficiaries and subject to applicable laws.

A. Strategic Asset Allocation

General. The Board, with input from Staff and investment service providers, sets the Strategic Asset Allocation. The Targets are to be reviewed and approved, at least, every five (5) years.

The Targets set forth in the Strategic Asset Allocation are expressed as a percentage of the Fund's overall market value, with ranges of permissible variations. It is permissible for certain asset classes within the overall Fund's Strategic Asset Allocation to deviate from the Targets during manager transitions, asset class restructurings and other temporary changes in the Fund's portfolio.

Consistent with academic research on the futility of market timing, the Targets will not be changed in response to current market conditions or short-term projections.

The Board will approve the public market funding source (passive benchmark) for any shortfalls to target allocations in private market asset classes.

Rebalancing. Daily market movements, cash flows to and from the Participating Pension Funds, and other factors may lead to deviations from the Targets set forth in the Strategic Asset Allocation. The Board recognizes that failing to rebalance the Fund in line with the Strategic Asset Allocation could change the Fund's risk exposure and expected returns. Therefore, the Board accords Staff discretion to take those rebalancing actions which, in the judgment of Staff, are consistent with this Investment Policy and in the best interest of the Fund. If Staff rebalances as a result of being outside of the permissible ranges, Staff will report the results of rebalancing activity to the Board at its next regularly scheduled meeting following such rebalancing.

Staff will rebalance assets to reconcile asset levels with the Targets. In rebalancing, Staff will consider (i) the cash flow needs of the Fund and Participating Pension Funds, (ii) relative proportion of overweight or underweight in each specific asset class, and (iii) trading costs. Staff will monitor asset class weights on a daily basis.

Interim Allocation

FPIF has established an interim liquid asset allocation for the near-term investment of its assets. The purpose of the interim liquid asset allocation is to allow FPIF to strategically deploy capital in a consistent manner upon receipt of assets from the Fund's Member Systems, while taking into account existing market conditions, long-term return objectives, and a reasonable time frame to achieve long-term private market and alternative allocations.

Long Term Allocation

FPIF has established a long-term asset allocation for the ongoing management of the Fund. The long-term asset allocation reflects private market and alternative exposures, which FPIF will strive to achieve in the coming years.

Asset Allocation	Interim Asset Allocation (%)	Long-Term Asset Allocation (%)	Interim Ranges (%)	Long-Term Ranges (%)
Equity				
US Equity	36	25	+/- 5	+/- 16
Developed Market Equity (non-US)	19	13	+/- 4	+/- 10
Emerging Market Equity	10	7	+/- 3	+/- 6
Private Equity	0	10	+/- 10	+/- 10
Credit				
Public Credit	3	3	+/- 1	+/- 1
Private Credit	0	7	+/- 7	+/- 7
Rate Sensitive				
Core Fixed Income	12	9	+/- 3	+/- 6
Core Plus Fixed Income	12	9	+/- 3	+/- 6
Short-Term Treasuries	3	3	+/- 1	+/- 1
Real Assets				
Real Estate	5	10	+/- 2	+/- 7
Infrastructure	0	4	+/- 4	+/- 4

B. Performance Monitoring

Fund Level. The Board will evaluate the performance of the Fund relative to its return objectives, on at least a quarterly basis at its regularly scheduled meetings. Total Fund performance will be evaluated relative to a "custom benchmark" using weights of the returns of available market indices based on the Strategic Asset Allocation and net of all applicable fees.

The Fund's ranking relative to its applicable peer universe shall be evaluated with consideration given to the Fund's risk relative to that of the applicable peer universe.

Staff will periodically arrange education sessions on specific asset classes to assist the Board in monitoring market conditions and portfolio performance.

General Consultant. The General Consultant shall act as a fiduciary to FPIF. Services will include, but not be limited to, assistance in the selection, oversight, and on-going due diligence of the fund's investment managers, investment performance reporting, asset allocation studies, and research as requested by the Board and/or Staff.

Benchmarking. Each investment manager shall have an established benchmark(s) included in its Investment Guidelines, against which performance will be measured. Benchmarks will be consistent with the managers' investment portfolio. Performance will be evaluated net of all applicable fees on a (i) five-year basis, (ii) shorter and longer-term basis as appropriate, and (iii) dollar-weighted basis.

If performance or other matters dictate, investment managers may be added or removed from the Board's Watch List at the Board's discretion.

Each investment manager will provide performance reports and other updates related to its portfolio. Such reports should contain, at minimum: (i) performance versus the applicable benchmark(s), (ii) recent investments or commitments, and (iii) material organizational matters affecting such managers.

V. Risk Management

Investment Risk. In order to achieve the Assumed Rate of Return, the Fund must assume certain risks. The objective of the Fund's risk management is not to eliminate risk, but to ensure that market-based, strategic, and investment-specific risk is prudently managed across the Strategic Asset Allocation.

Operational Risk. Staff will implement internal procedures to minimize the risk of errors or fraud associated with transfers and to ensure financial reporting adheres to generally accepted accounting principles, or GAAP.

FPIF receives a SOC 1 Report (Systems and Organizational Controls Report) from its custodian on an annual basis. This report is based on a review of the entire control structure in place at the custodian. The review is performed by an external auditing firm. Any internal control weaknesses are identified and management's responses are documented in the SOC 1 Report.

FPIF's internal control processes in all areas of the organization are reviewed and updated on an annual basis. Internal control narratives are provided to external auditors as a part of the annual audit process, and the auditors test the controls by reviewing transactions in various areas. Any internal control weaknesses that are identified and management's responses are documented in FPIF's Annual Audit Report.

VI. Other

A. Statutory Requirements

The Fund shall be managed in accordance with the governing provisions of Illinois law. For current investment-related statutory requirements, please refer to 40 ILCS 5/1 and 40 ILCS 5/22C *et seq*.

State and federal lawmakers have adopted laws directing the behavior of public investors, such as FPIF, and from time to time such lawmakers will amend those laws. FPIF acknowledges that fulfilling its fiduciary duty is contingent upon compliance with those laws.

B. Diversity

FPIF's Diversity Policy seeks to increase access and opportunities for managers, brokers, and venders owned by minorities, women, and persons with a disability.

For specific details, including numeric goals for emerging service provider utilization and FPIF's process in monitoring these service providers' status as emerging, please refer to FPIF's Diversity Policy.

C. Procurement

FPIF established a Procurement Policy for the selection and appointment of

Investment Services providers, including but not limited to investment managers, consultants, and custodians. For the current Procurement Policy, please refer to FPIF's website. For searches conducted by the Board and Staff related to Investment Service Providers, FPIF has a competitive proposal process. To see current and ongoing RFP's, please refer to FPIF's website.

D. Sustainability and Corporate Governance

Shareholder voting related to public equity securities held directly by FPIF is performed by FPIF's contracted proxy voting service provider. Votes are based on guidelines (the "Proxy Voting Guidelines") which will be adopted by the Board. Staff monitors FPIF's proxy votes and reports to the Board, as necessary.

Pursuant to 40 ILCS 5/1-113.6 and 1-113.17, FPIF shall include material, relevant, and decision-useful sustainability factors that will be considered by the Board, within the bounds of financial and fiduciary prudence, in evaluating investment decisions. These factors consist of but are not limited to:

a. Corporate governance and leadership factors
b. Environmental factors
c. Social Capital factors
d. Human capital factors
e. Business model and innovation factors

In addition, FPIF's efforts will include the following:

i. Periodic evaluation of sustainability factors to ensure the factors are relevant to the FPIF's investment portfolio and the evolving marketplace;
ii. Periodic monitoring of investment managers to encourage implementation of the aforementioned factors.

E. Transition Management

Transition services are most commonly utilized in the movement of securities within the public markets portfolio. Transition management is defined as the professional management of trading out of one portfolio of marketable securities ("legacy portfolio") and into another portfolio of marketable securities ("target portfolio"), while controlling for the timeliness of trades, explicit and implicit costs, and market exposure relative to a predetermined benchmark.

Staff will monitor all costs associated with transition events. Such costs shall include, though not be limited to

a. Commission Costs: Fees paid to brokers for execution of a transaction
b. Bid/Ask Spread Cost: Amount by which the execution price exceeds the bid or ask price
c. Market Impact: Effect that trading has on the market price of traded shares
d. Opportunity Cost: Cost of market movements over the time it takes to trade

The Board's investment staff shall manage the transition manager bench selection process, in coordination with the Board's Consultant. The Board's transition management bench shall consist of no less than three Board approved transition managers. Each transition manager selected for the transition manager bench shall enter into a transition management agreement with the Board, which shall establish terms and conditions for the relationship.

The criteria for selecting a transition manager to execute a transition will vary, just as the circumstances and types of portfolios being transitioned will vary. Investment staff shall consider the fact that transition managers may over-emphasize the value that can be added by their trading desks. Further, investment staff shall also consider that a firm which offers inexpensive trade execution may be neglecting other important aspects of the transition. Staff shall also consider that a firm which focuses on maximizing crosses may accumulate excessive and unnecessary costs associated with time delays.

Prior to engaging in a transition, the Board's investment staff shall distribute a detailed transition work request to the transition manager bench, which shall include the following information, at a minimum: (i) a description of the specific need for the transition services, (ii) identification of the goals for the transition, (iii) custodial contact information, (iv) a request for a pre-trade analysis that estimates explicit (i.e., commissions, custody, taxes, duties, foreign exchange) and implicit (i.e., market impact, opportunity costs, bid/ask spread) costs of the transition. Transition managers on the bench shall submit specific proposals to investment staff based on the transition work request.

The Board's investment staff and Consultant shall review the proposals submitted by the transition manager pool and prudently craft a transition manager recommendation for the Executive Director's review, selecting the transition manager best suited to execute the particular transition. Each individual transition assignment established under a transition management agreement between the Board and a transition manager within the pool shall be documented in a transition work order, setting forth, at a minimum, the specific tasks, deliverables, schedules, and costs for the specific transition assignment. Each transition work order shall be subject to the terms of the transition manager's transition management agreement with the Board and incorporated as an attachment thereto. All transition work orders shall be approved in writing by the Executive Director or the Executive Director's designee. The Executive Director has the authority to execute the transition work order on the Board's behalf.

Investment staff shall evaluate each transition assignment, assessing the transition manager's performance, cost effectiveness, and implementation efficiency. The Board's Consultant may provide evaluation and reporting services regarding the performance of the Board's transition managers, as well as aid in the solicitation and evaluation of bids submitted by transition managers for specific transition.

F. Reporting: Additional Information

For the net asset balances and other financial information regarding the Fund, please refer to FPIF's most recent Financial Report on FPIF's website.

DATE: 10/21/2024

MEMO:

TO: Mayor Moore Wolfe
City Council Members

FROM: Tim Gleason, City Manager

SUBJECT: Monthly Reports, September 2024

ATTACHMENTS:

Description	Type
Economic & Community Development, September, 2024	Backup Material
Fire, September, 2024	Backup Material
Police, September, 2024	Backup Material
Public Works, September, 2024	Backup Material
Transit, September, 2024	Backup Material
IT, September, 2024	Backup Material

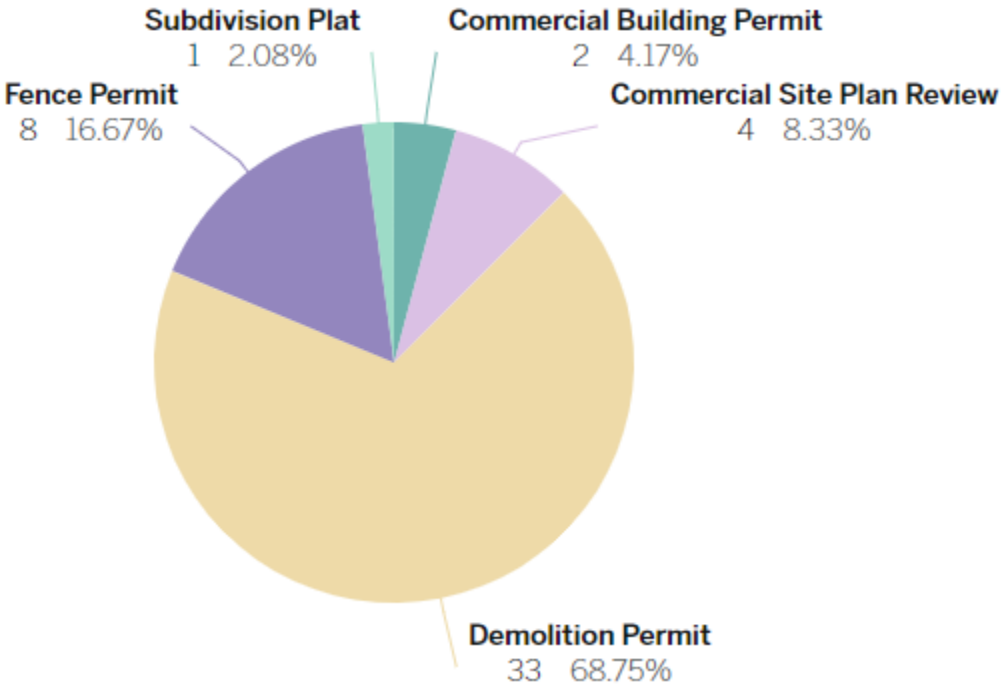
ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT
MONTHLY REPORT

September 2024

PLANNING AND DEVELOPMENT DIVISION

For the month of August, the Planning and Development staff processed and reviewed commercial site plans and various permits for zoning approval.

We have ongoing Economic Development projects both in the planning stage and under way. Some are very large projects that will have a significant positive impact if approved. Staff along with other departments held TRC meetings, Zoom meetings or conference calls for pending and ongoing developments, and have reviewed forty-eight (48) submittals, broken down by review type below:



We continue to review and progress with selling City owned property in furtherance of Community Revitalization.

Vacant Lot Sales

PAST MONTH	TOTAL	TOTAL REVENUE
0	105 Lots	$50,550

BUILDING INSPECTIONS DIVISION

For September, we issued 438 permits broken down by permit type below. Of those, we had 8 permits with a value of over $250,000. The Division performed 667 inspections and 9 consultations.

PERMIT TYPE	# ISSUED	WORK VALUE
Commercial Building	6	$4,766,734
Residential Building	58	4,985,070
Demolition	17	486,690
Electrical	34	171,709
Mechanical	32	5,026,319
Plumbing	25	160,112
Roof	259	4,005,668
Pool	0	0
Fence	6	29,572
Sign	0	0
Wheelchair Ramp	1	200
Temporary Structure	0	0
TOTAL	**438**	**$19,632,074**

NEIGHBORHOOD REVITALIZATION DIVISION

- Staff continued to prepare special reports for loans. Collections and delinquency reports continue various loan accounts.
- Staff continues to qualify homeowners for the Residential Rehabilitation, Owner-occupied rehab, and Emergency programs.
- Staff participated in neighborhood cleanups in Neighborhood Empowerment and Millikin Heights neighborhoods.
- Staff is working with CILBA (Central Illinois Land Bank Assoc.) to rehab and/or acquire various properties.
- Staff began to market a targeted Façade program along the Jasper St. corridor.
- Staff working to finalize Carrie Lane project with Woodford Homes.
- Staff continues to meet with various nonprofits to discuss revitalization opportunities.
- Staff continues working on the Neighborhood Revitalization strategy, which includes rehabilitation, acquisition, and demolition to various areas of the city.
- Staff continue to be active in the Continuum of Care process as well as homeless prevention related meetings, and events as required by HUD.
- Staff met with local lenders to explain the homebuyer program being offered to Decatur residents.
- The 2023 Consolidated Annual Performance Evaluation Report (CAPER) was approved by HUD.
- The City of Decatur's grant from IHDA Home Repair and Accessibility (HRAP) continues in partnership with Central Illinois Land Bank (CILBA). Grants are in the form of roof replacements.
- Staff is assisting the Planning and Building division with community outreach for its Long-Range Planning plan held September 10th. Over 100 surveys were completed.
- Staff continues to work with the Economic Development Council to establish the Workforce Development Ecosystem.

- Ten members of ECD are participating in a weight loss challenge, part II ended in September. Staff lost over 70 lbs.
- Staff received two honorary street applications, and the committee will vote and submit recommendations to the City Council in October.
- Staff continue HOME monitoring older projects funded with HOME Investment Partnership funding.
- Staff volunteered to assist with painting the Johns Hill parking lot mural.
- Staff work with Communications Coordinator weekly to disseminate ECD activities.
- Staff continues to work on 2nd quarter goals which include Façade and Homebuyer assistance programs.
- City staff was presented with the 2024 Strategic Plan Award by the American Planning Association, Illinois Chapter for the Jasper St. Great Streets Great Neighborhoods Roadmap.
- Staff presented to Millikin Class on Community Revitalization activities.
- Staff continue working with CICD staff to develop the Homebuyer Ecosystem process.
- Staff meets monthly with Coalition of Neighborhood executive board to assist with capacity and organizational challenges. Final strategic plan complete and ready for implementation.
- Staff submitted a federal grant application for the Reconnecting Communities Grant.
- Staff continues working with the consultant, (TESKA), Thriving Communities and local partners on the Great Streets, Great Neighborhoods Jasper St. project.
- Staff continue working on the Clean Up Green Up program. Residents within the targeted area will receive a one-time cleanup of their yard.
- Staff continues meeting with GM Square as part of community outreach for the Rt.51 project which will begin soon.
- Staff met with outside agencies, i.e. Dove, EOC, CoC, Homeless Advisory Council, Inner Agency All In meeting, SIA, NNO, CONO, and various committees.

NEIGHBORHOOD INSPECTIONS DIVISION

Staff continued to enforce the International Property Maintenance Code and local City Ordinances (Chapters 48, 49, 56 and 70). The Division is committed to working with the citizens of Decatur to maintain a healthy and safe environment for those living here.

See attached for a summary of the work involved during the month of July 2024.

ATTACHMENT

NEW CASES	
Health & Safety (72 Hour)	195
Direct to Legal (Repeat Offenders)	0
Housing and Unfit	28
No Garbage Service	10
Nuisance	70
Secure of Abandoned Buildings	24
Weeds	136
TOTAL	463

DEMOLITIONS	
Year-to-Date Demolished	119
New Cases	3
Sent to Legal	1
Sent to Council	0
Out to Bid	0
Contracts Granted	10
Contract Amount	$446,175.00
Permits Issued	0
Permits Finaled	20
Active Demolitions	153

RE-INSPECTION VISITS	
Code Enforcement	784
Weeds	135
TOTAL	919

GARBAGE SERVICE COMPLAINTS	
Received	2

INVOICES*	
New Invoices	233
Dollar Amount	$57,371.66

CASES SENT TO LEGAL FOR COURT	
Code Enforcement	79
Weeds	127

PAYMENTS RECEIVED**	
Weeds	$646.00

WEED ABATEMENT	
Contractor Mowed	87
Owner Mowed	32
TOTAL	119

* includes costs incurred by the City of Decatur - Health and Safety (72 hour), Securing of Abandoned Buildings and Weed Abatement

** reimbursement for costs incurred by the City of Decatur for weed abatement.

DECATUR FIRE DEPARTMENT
MEMORANDUM
2024-11

October 10, 2024

TO: Tim Gleason, City Manager

FROM: Jeff Abbott, Fire Chief

RE: Monthly Report –September 2024

The fire department responded to 1230 alarms in September. There have been 10,700 alarms so far this year. There were 10,450 alarms at this same time last year. The department is experiencing a lot of retirements this fall, and we have hired eight (8) new firefighters. We attempted to hire twelve (12) to fill all our vacancies. Three of the new firefighters quit within the first couple of days being at the fire academy. The twelfth position was unable to be hired due to time constraints. Currently, there are four (4) vacancies, and we are anticipating a couple of more before the Spring 2025 fire academy begins. At this point, one-third of the department has 5 years or less time with the department.

The department sent resources to Lincoln for a large fire in their downtown area on September 7th. Ambulance issues continue to be a problem as AMR consistently fails to meet their agreed requirements for ambulance staffing daily. This problem manifests itself into long wait times for ambulances.

Incident Type Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
1 - Fire	28	31	32	21	34	34	52	31	27
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	1	4	0	1	0	0	1	0	1
3 - Rescue & Emergency Medical Service Incident	879	758	769	803	869	844	952	886	874
4 - Hazardous Condition (No Fire)	40	22	29	39	32	38	66	26	40
5 - Service Call	114	113	112	109	98	102	107	114	114
6 - Good Intent Call	83	92	85	80	87	80	92	111	107
7 - False Alarm & False Call	87	55	69	65	78	66	79	64	67
8 - Severe Weather & Natural Disaster	0	0	0	2	0	0	0	0	0
9 - Special Incident Type	0	1	0	1	0	2	0	0	0
Grand Total	**1,232**	**1,076**	**1,096**	**1,121**	**1,198**	**1,166**	**1,349**	**1,232**	**1,230**

Busiest Fire Companies for the Month:

Company	Number of Alarms
Engine 1	281
Engine 3	251
Engine 5	240
Engine 6	213
Truck 2	138

Training:

Fire

- Fire crews assisted Decatur Leadership with live fire training, incorporating thermal imaging cameras, and hazmat
- Crews cycled through Station 1 practicing the operation of the portable Ram Fan used for ventilating a large structure.
- Crews participated in a presentation of Leadership by the retired Chicago Fire Commissioner for all three shifts. Incorporated the use of our Zoom program so that fire companies remained in their territory during the class.

EMS

- Extrication training was focused on total side push down techniques, integrating patient care throughout the exercise. Crews effectively practiced teamwork and safety protocols while ensuring the patient was stabilized during the extrication process.

Dive

- Team members practiced evidence recovery; scenarios involved 2 mock handguns. Various search techniques involved ensured that evidence wasn't overlooked. Documentation and preservation methods were emphasized during the recovery.

Fire Prevention:

In the month of September, the Fire Prevention Bureau finished Re-Inspections for Hotel/Motel, Amusement Device, and 2nd Hand Store Licenses. Inspector Jones and Inspector Stevens attended the OSFM Youth Firesetter Class for 2 days. Both Inspectors started on-call duties for Fire Investigations. In conjunction with OSFM, Inspector Jones and Inspector Stevens performed 10 Fire Investigations. On top of the normal life safety inspections, Inspector Jones completed one firework permit for Millikin University. The details are below.

- Inspections – 12
- Public Relations – 0
- Investigations – 10 with OSFM in September
- Training – OSFM Youth Firesetter Class 9/25 and 9/26
- Target Solutions
- Smoke Detectors – 0
- Key Boxes – 0

DECATUR ILLINOIS POLICE DEPARTMENT

2024 September Monthly Report

To: Mayor Julie Moore-Wolfe
City Council Members
City Manager Tim Gleason

From: Chief Shane Brandel

CHIEF'S OFFICE / ADMINISTRATIVE OPERATIONS DIVISION

Sworn Police Officer Staffing

Police Chief	1
Deputy Chief	3
Lieutenant	4
Sergeant	17
Patrol Officer	115
TOTAL	**140**
Budgeted	**148**
Non-deployable: Officers at Academy or in FTO	13
Non-deployable: Officers on Injury Status	3
Retirements/Resignations Expected Next Month	0

Civilian Employee Staffing

Executive Assistant	1
Crime Analyst	2
Records Clerk	2
Records Supervisor	1
Parking Enforcement	2
Digital Forensic Examiner	2
Police Support Officer	2
Police Support Specialist	2
FOIA Officer (part-time)	2
TOTAL	**16**

Freedom of Information (FOIA) Requests

Month: 156 **YTD:** 2,056

DECATUR ILLINOIS POLICE DEPARTMENT

2024 September Monthly Report

PATROL DIVISION

Community Engagement	Amount	YTD
Community Meetings	0	1
Directed Patrols	171	1,251
Active Problem Oriented Policing Projects	0	0
Completed Problem Oriented Policing Projects	0	0

General Patrol Activity	Amount	YTD
Calls for Service/CAD Incidents	4,642	40,325
Criminal Arrests	298	3,264
Felony Drug Arrests	30	258
Firearms Siezed	8	150
Field Interviews	80	751
City Ordinance Arrests	13	104
Unlawful Use of Motor Vehicles	92	1,106

Traffic Accidents	Amount	YTD
Traffic Accidents	179	1,694
Fatal Accidents	1	6
Personal Injury Accidents	31	287

Traffic Enforcement	Amount	YTD
Traffic Citations	599	6,216
Written Warnings	426	3,633
Parking Citations	240	2,924

Traffic Targeted Enforcement Stats	Amount	YTD
Driving Under the Influence (DUI) Arrests	16	187
DUI's Involving Accidents	5	58
Electronic Communication Device Stops	9	177
Speeding Stops	291	2,825

DECATUR ILLINOIS POLICE DEPARTMENT

2024 September Monthly Report

INVESTIGATIONS DIVISION

Street Crimes Drug Seizures / Activity

Drug	Amount		YTD	Price	Street Value
Cannabis	1,575	grams	22,435	$10 / gram	$224,350
Cocaine - Powder	205	grams	3,867	$100 / gram	$386,700
Cocaine - Crack	23	grams	694	$100 / gram	$69,360
Heroin	0	grams	146	$300 / gram	$43,800
Ecstasy	0	hits	60	$20 / hit	$1,200
Meth	18	grams	2,372	$100 / gram	$237,200
K2/Pills	126	pills	507		

	Amount	YTD
Search Warrants	6	70
Currency Seized	$15,312	$140,751
Firearms Seized	8	104
Vehicles Siezed	1	8
Arrests	17	241

Adult / Juvenile Detective Activity

	Amount	YTD
New Cases Assigned	153	1,255
Closed/Resolved Cases	101	790
Criminal Arrests	76	511
Homicides	0	5
Infant Death Investigations	0	2
Suicide Investigations	1	8
Missing Person Investigations	5	48
Computer Forensic Exams	2	12

U.S. Marshals Great Lakes Task Force

	Amount	YTD
Felony Arrests	6	121
Misdemeanor Arrests	0	1
TOTAL	**6**	**122**

	Amount	YTD
Sex Offender Registrations	122	1,159

Public Works Department
Monthly Report
September 2024

Engineering:

2023 Water Main Replacement Project:

Month Activity: The connections to the existing system continued in August. The contractor's schedule is to complete the connections and start the services in September. Patching of the streets is scheduled for late October.

Project Background: The project was designed and advertised by Engineering Staff on August 2, 2023, with bids received on August 30, 2023. Burdick Plumbing and Heating provided the lowest responsible bid, and the contract was awarded by the City Council on September 18, 2023. The preconstruction meeting was held in October and the materials have been ordered. The Medial Drive phase has been completed.

Water Sampling Stations:

Month Activity: The manufacturer's design change of the sampling station has been approved and we are awaiting an ETA for delivery.

Project Background: The project was designed and advertised by Engineering Staff on October 18, 2023, with bids received on November 15, 2023. Burdick Plumbing and Heating provided the lowest responsible bid, and the contract was awarded by the City Council on December 4, 2023.

Old King's Orchard Garden:

Month Activity: The site was final seeded in August. All work is complete.

Project Background: The project was designed and advertised by Engineering Staff on

September 20, 2023, with bids received on October 4, 2023. Entler Excavating Company, Inc provided the lowest responsible bid, and the contract was awarded by the City Council on October 16, 2023.

2023 Storm Drainage Improvement Projects:

Month Activity: Work started in August in the Wilcox Addition. Work is expected to continue through October.

Project Background: The project was designed and advertised by Engineering Staff on October 4, 2023, with bids received on October 25, 2023. A&R Mechanical, Inc provided the lowest responsible bid, and the contract was awarded by the City Council on November 6, 2023.

Sanitary Sewer Herbicide Root Control Project:

Month Activity: Herbicide was applied to the 1st year of the three-year project. The contractor will be back early 2025 for the 2nd year application.

Project Background: The project was designed and advertised by Engineering Staff on December 13, 2023, with bids received on January 4, 2024. Dukes Root Control provided the lowest responsible bid, and the contract was awarded by City Council on January 16, 2024.

Grove Road Bridge Replacement over Sand Creek Arm of Lake Decatur:

Month Activity: The bridge is complete which allowed the paving to be completed. The guardrail is expected to be finished in early September allowing for the road to be opened.

Project Background: The project was designed by WHKS and advertised by Engineering Staff on December 20, 2023, with bids received on January 12, 2024. C-Hill Civil Contractors provided the lowest responsible bid, and the contract was awarded by the City Council on February 6, 2024. The Work is scheduled to start on March 13th with the full closure of Grove

road at the structure. The work started in March with the removal of the old bridge deck. The contractor was delayed due to an underwater obstruction at the locations for the new piers

West Mound Road Bridge Substructure Repairs over Stevens Creek:

Month Activity: The work started in Early September. The work is expected to be wrapped up in late October.

Project Background: The project was designed by AECOM and advertised by Engineering Staff on December 20, 2023, with bids received on January 12, 2024. Sangomo Construction Company provided the lowest responsible bid, and the contract was awarded by the City Council on February 6, 2024.

Oakley Sediment Basin Drainage Improvements:

Month Activity: All work is complete

Project Background: The project was designed by Martin Engineering and advertised by Engineering Staff on January 24, 2024, with bids received on March 20, 2024. Lourash and Mahanna Excavation LLC provided the lowest responsible bid, and the contract was awarded by the City Council on April 1, 2024.

2024 Trenchless Long Lining Project:

Month Activity: No work was completed in August, pre-cleaning and televising is expected to start in September.

Project Background: The project was designed and advertised by Engineering Staff on May 22, 2024, with bids received on June 20, 2024. Insituform provided the lowest responsible bid, and the contract was awarded by City Council on July 1, 2024.

2024 State MFT Project:

Project Background: The project was designed and advertised by Engineering Staff on July 24, 2024, with bids received on August 7, 2024. Dunn Company provided the lowest responsible bid, and the contract was awarded by the City Council on August 19, 2024.

MUNICIPAL SERVICES MONTHLY DATA
SEPTEMBER 2024

ASPHALT	QUANTITY	HOURS	OTHER INFO
Dura Patcher (spray)	268 patches	163	
LS Replacement Asphalt	0 sq yds	0	
Milling / Asphalt	53.30 sq yds	31	
Miscellaneous / Asphalt	0	109	
Pothole Patch / Repair	387 patches	92	
Street Repair / Asphalt	207.18 sq yds	111.50	
CONCRETE	QUANTITY	HOURS	OTHER INFO
Miscellaneous / Concrete	0	110	
SS Utility Cuts / Curb & Gutter	11 linear ft	17	
SS Utility Cuts / Driveway	0 sq yds	0	
SS Utility Cuts / Pavement	68.70 sq yds	85.5	
SS Utility Cuts / Sidewalk	400 sq yds	82.5	
Water Dept Cuts / Curb & Gutter	0 lineal ft	0	
Water Dept Cuts / Driveway	0 sq yds	0	
Water Dept Cuts / Pavement	92.15 sq yds	124	
Water Dept Cuts / Sidewalk	0 sq ft	0	

LS Replacement Sidewalk	25.50 sq ft	4	
LS Replacement Pavement	35.10 sq yds	38	
LS Replacement Driveways	0 sq yds	0	
LS Replacement Curbs/Gutters	0 ln ft	0	
DOWNTOWN PARKS	QUANTITY	HOURS	OTHER INFO
Downtown Maintenance		95	
Flowerbed Maintenance		5	
Fountain		18.5	
Sweeping / Downtown Parks		0	
Downtown Parks		43.5	
ELECTRICAL	QUANTITY	HOURS	OTHER INFO
Central Park / Electrical		0	
Service Calls / Other Departments		0	
Street Light Maintenance		112 Straight / 51 OT	
Traffic Signal Repair		218 Straight / 37 OT	
Warning Siren Maintenance		131	
FLEET	AVAILABILITY	BILLABLE HOURS	OTHER INFO
Fleet Tasks	98.61%	690.72	
FORESTRY	QUANTITY	HOURS	OTHER INFO
Miscellaneous		11	
Mowing City Lots		0	
Mowing City Property / ROW		173	

Mowing City Property / State ROW		173	
MSC Maintenance		127	
New Tree Care & Maintenance		0	
Pesticide Application		10	
Storm Damage Clean-up		103	
Stump Removal	12	74.5	
Tree Removal	329 (inch diameter)	190 Regular / 8.5 HC	
Tree Trimming	93	186.5 Regular / 6.5 HC	
Vegetation Removal	0	0	
PARKING	QUANTITY	HOURS	OTHER INFO
Mail Delivery		20	
Parking Lots/Garage Maintenance		22	
Parking Meter Collection		4	
Parking Meter Repair		6	
Special Projects / Parking		0	
STREET MAINTENANCE	QUANTITY	HOURS	OTHER INFO
Alley Grading	26,700 linear ft	67	
Catch Basin / Pumped	90	89.5	
Catch Basin / Repaired	9	42	
Culvert / Installed	0 linear ft	0	
Culvert / Jetted	88 linear ft	13	
Ditch / Cleaning	303 linear ft	43.5	

Storm Sewer / Jetted	0 linear ft	0	
Storm Sewer / Repaired	6	75	
Sanitary Back-up / Jetted	3,040 linear ft	18 Regular / 5 OT	
Sanitary Manholes / Pumped	0	0	
Sanitary Manholes / Repaired	1	6	
Sanitary Sewers / Cleaned	18,836 linear ft	62	
Sanitary Sewers / Jetted	0 linear ft	0	
Sanitary Sewers / Roots	674 linear ft	8	
Sanitary Sewers / Repaired	0	0	
Street Cleaning / 3rd Shift	128.2 miles	40	
Street Cleaning / County Roads	0 miles	0	
Street Cleaning / Neighborhoods	89.2 miles	218.5	
Street Cleaning / Priorities	78.4 miles	57	
Street Cleaning / State Routes	119.2 miles	42.5	
TRAFFIC	QUANTITY	HOURS	OTHER INFO
Decals Made	325	1 Straight / 11 HC	
Miscellaneous Traffic Control		40	
Mowing Entry Signs		0	
Signs / Installed	49	104 Straight / 16 HC	
Signs / Made	58	24 Straight / 51 HC	
Signs / Repaired	31	56 Straight / 4 HC	
Striping / Paint	116,240 feet	129.5 Straight / 50 HC	

Striping / Tape	0 feet	0	
Symbols / Paint	0	0	
Symbols / Thermoplastic	0	0	
Traffic Control (set up & removal)		72 Straight / 2 HC	
VIOLATION RESPONSE	QUANTITY	HOURS	OTHER INFO
72-hour / City Property		0	
72-hour / Clean-Up	118	452	
72-hour / Travel Time		0	
Abatements (weed & brush)		0	
Home Secures	17	38	

Water Production Division
Monthly Report
September 2024

Lake Decatur Water Level: Lake Decatur ended the month of September at a water level of 613.6, representing a small drop from the targeted summer pool elevation. This is a typical water level for this time of year. For September 2022 and September 2023, the end-of-the-month water elevation was 613.9 and 612.8, respectively.

Water Production: 559.7 million gallons (MGD) of potable water were pumped into the water distribution system which is higher than the typical range for the month of September. In September 2022 and September 2023, the production was 535.8 MGD and 483.2, respectively.

Ground Reservoir Aeration Project Initiated: One of the water quality concerns we have been watching closely is the issue of disinfection by-products (DBPs). The City of Decatur continues to be in compliance with these water quality standards, but the sample results are trending toward the upper limit. A study prepared in 2020 recommended installation of an aeration system for the ground storage reservoir at the South Water Treatment Plant, estimating that it would reduce DPB levels by 20-25. To make sure we stay in compliance, the aeration project has been included in the proposed CIP budget for 2025. To get started on the project as soon as possible, the consultant selection process has been fast-tracked. A request for qualifications and proposals has been released so that the professional services agreement can be brought to the City Council for consideration in December 2024. After initiating the project, staff learned that our wholesale

customer Mount Zion is also facing issues with DBP compliance, and this project will help both systems.

Raising Decatur's Profile, Part 1 - Illinois Rural Water Association (IRWA) Conference: The IRWA hosts an annual conference in Central Illinois, which is a great chance for operators to get trained as well as prepare for and take their certification exams. We had three people take exams this year. Also, Robert Weil made a conference presentation on "Dealing with a Middle-Aged Water Treatment Plant", which was well received.

Raising Decatur's Profile, Part 2 - WaterSmart Innovations Conference: Robert Weil was an invited speaker at the American Water Works Association WaterSmart Innovations Conference in Las Vegas, NV. Along with Dan Haddock from Intera, he spoke on the planned upgrades to the De Witt Wellfield as part of the session on Droughts: Before and After. Decatur's biomanufacturing growth (i.e. "Silicon Valley") was discussed, with Innova feed as a prime example. A national water industry influencer, Travis Loop, took note. Robert also promoted the open engineering position with several young professionals at the conference.

Community Outreach: Robert Weil, as well as Julie Chapman from the Water Services Division, met with the Neighborhood United community group to answer their questions about lead service line replacement and to share information about the water system. It was a very positive meeting.

Cybersecurity Tabletop Exercise: Robert Weil participated in the Macon County Emergency Management Agency's Cyber Community Resilience Tabletop Exercise on September 18th. Takeaways included tips on enhancing employee awareness of phishing attacks. Robert passed these along to IT and found out that these training upgrades are already in the works.

Technical Training on William Street Pump Station Controls: The William Street Pump Station upgrade project includes more advanced control valves. The supplier's technical representative provided training to water plant operations and maintenance staff this month.

Secondary Clarifier Cleaned: The treatment process was adjusted to take the secondary clarifier out of service for cleaning, and the cleaning is in progress.

Timely Preventive Maintenance: Preventive maintenance performed this month included: fire alarm testing, repairs to the sludge lagoon roads, SCADA computer upgrades, and coordinating the upcoming fish barrier re-installation and sluice gate repairs.

Maintenance Assistance to Other Divisions: The SWTP Maintenance Team provided technical assistance on a pump problem affecting the Condit Street undercrossing in the Wabash Crossing area.

SWTP Electrical Upgrade Project Temporarily On Hold: The $21 million project to upgrade electrical systems at the SWTP is temporarily on hold while our engineer works with IEPA on

how to implement the new federal Buy America, Build America rules. Once this is resolved, it will not take long to put the project out to bid.

Annual Dam Inspection Report Received: The annual dam inspection revealed no major issues of concern.

Lake Decatur Watershed Management Plan:

- The first Staley Family Foundation project was started and is 80% completed at the Hot Water Ditch location on Lake Shore Drive.
- Oakley Sediment Basin Drainage Project is completed and draining successfully.
- Oak Brother Tree Care & Removal LLC is about 80% complete with the tree removal around the dam and on North Route 51.
- Staff is working with IEPA to finalize the 2023 Section 319 grant agreements for funding of the following watershed projects: shoreline stabilization, wetland creation, and floodplain reconnection.
- Staff attended the Illinois Sustainable Ag Partnership 4R program hosted by Illinois Soybean Association on September 5th at the Farm Progress Show Site. At the field day, they demonstrated the air seeder that will be available to farmers who participated in the Lake Decatur Regional Conservation Partnership Program (RCPP).

Performance Outcomes:

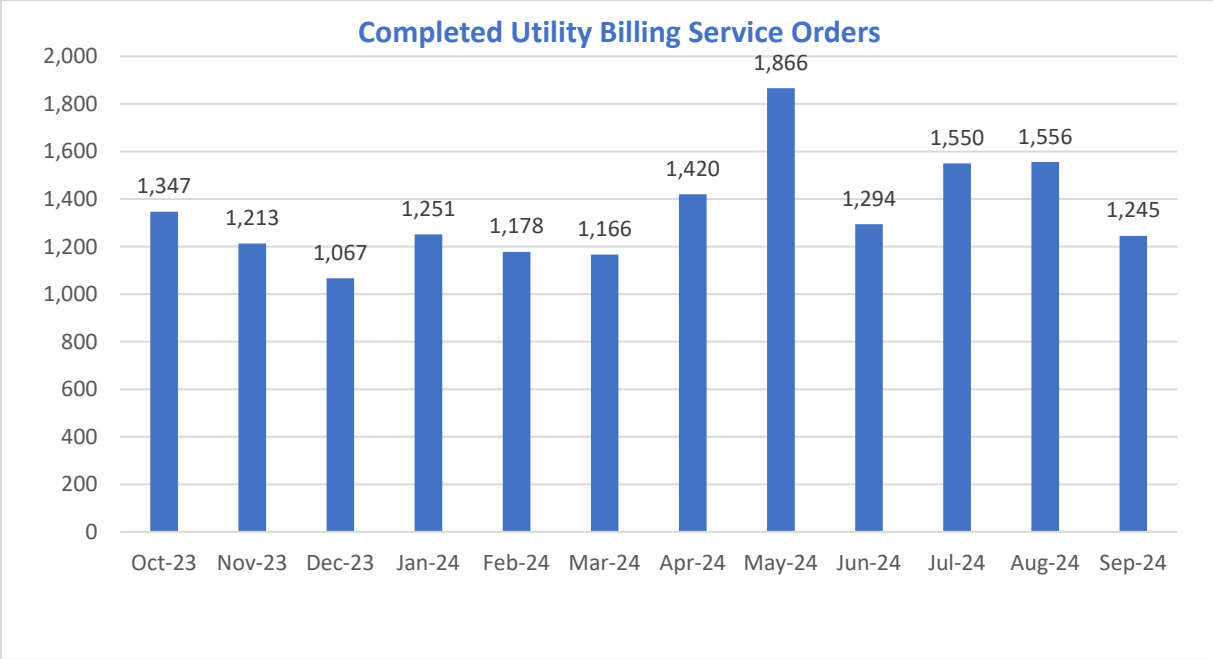
1. Meet or exceed the federal and state drinking water standard for turbidity, chlorine and nitrate. All of these standards were met or exceeded this month.
2. Monitor safety on Lake Decatur by recording the number of boat accidents and boat operating under the influences (OUIs) on the lake annually. No accidents or OUIs occurred this month.
3. Reduce the amount of sediment accumulating in the lake annually. Data from the first three years of watershed monitoring was analyzed. The data appears to indicate a downward trend in sediment accumulation; however, the sediment load is very dependent on how much rain falls each year. The City's website will soon be updated to provide more information to the public on this important topic.

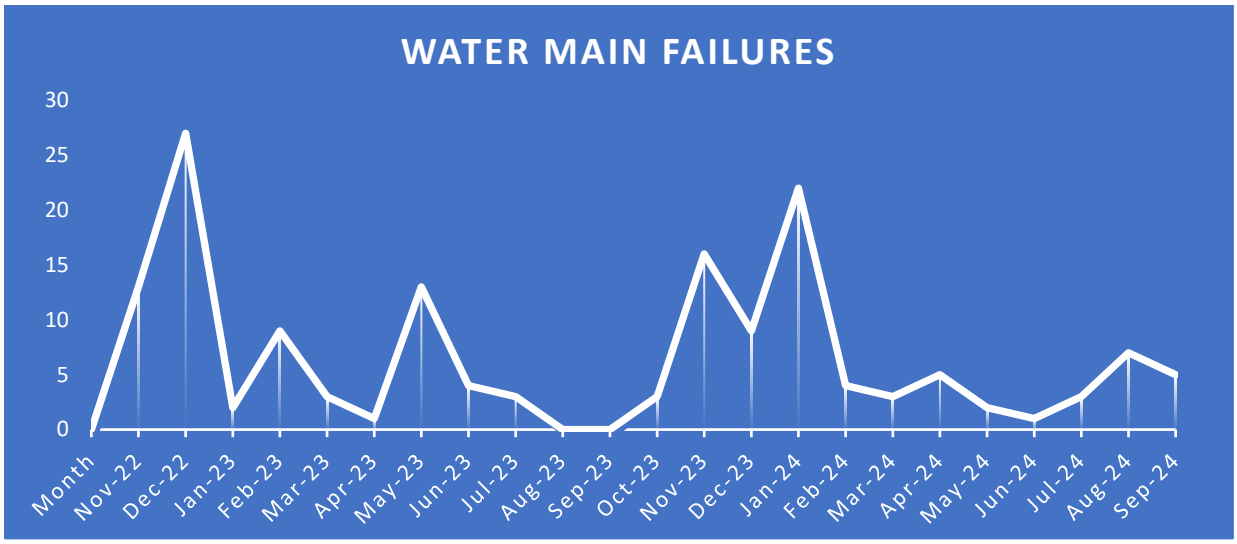
September 2024

Water Services:

Staff repaired 5 water main failures, 4 fire hydrants, 8 water services and inspected 237 system control valves and 4 fire hydrants. Completed 1,245 Utility Billing service orders and 110 miscellaneous distribution system orders.

Distribution crews flushed 289 fire hydrants located at the end of water mains primarily in residential areas to remove sediment and bring fresh treated water into the system pipes. The chlorine levels were recorded for future monitoring. Staff also assisted with testing and inspection of the water main replacement projects on Brush College Road and Medial Drive.


Completed Utility Billing Service Orders
2,000
1,800
1,600
1,400
1,200
1,000
800
600
400
200
0
1,347
1,213
1,067
1,251
1,178
1,166
1,420
1,866
1,294
1,550
1,556
1,245
Oct-23
Nov-23
Dec-23
Jan-24
Feb-24
Mar-24
Apr-24
May-24
Jun-24
Jul-24
Aug-24
Sep-24


WATER MAIN FAILURES
30
25
20
15
10
5
0
Month
Nov-22
Dec-22
Jan-23
Feb-23
Mar-23
Apr-23
May-23
Jun-23
Jul-23
Aug-23
Sep-23
Oct-23
Nov-23
Dec-23
Jan-24
Feb-24
Mar-24
Apr-24
May-24
Jun-24
Jul-24
Aug-24
Sep-24

Transportation Services Department
Monthly Report

September 2024

Mass Transit Division

For the month of September, the Mass Transit staff completed the following projects:

1. Route Study: COA is 85%. Consultant is finalizing new route options versus existing service. Consultant is moving forward with the Microtransit Operations Contract RFP scope to be in line with launching Microtransit in 2025.
    a. IDOT has chosen this route study to be presented at the 39th Annual IDOT Planning Conference Oct 2-Oct4, 2024.
2. Farebox replacement is pending awaiting IDOT approval. Fareboxes have not been replaced in over 30 years. If approved, IDOT grants will replace our existing drop box system farebox with state-of-the-art farebox validators. Allowing for the use of app and card-based payments on the buses.
3. Council brought forward contacts for a bench advertising company that installs the bench infrastructure and maintains the ad space. Transit put out a competitive RFP and had 2 responses. We are currently working on a contract with Martin Outdoor Advertising. They currently contract with over 30 municipalities and have 20 years of experience. They will install the benches, ensure the pads are ADA compliant, will maintain the ad space, and the bus stop.
4. Our Transit Contractor, MV Transit, has a bus driver shortage. We are currently down 18 drivers, and as such, there were a large number of missed trips in the month of September. We are doing a wage study for drivers as we are in a highly competitive area for CDL drivers (we compete with ADM, Primient, CAT, Fedex, etc). Since the ATU CBA is up for negotiation, this is a prime time to undertake this.

Our ridership for the month consisted of the following:

Fixed Route	Mon-Sat	Sundays	Total
Passenger Rides	67,294	1,915	69,209
Miles Driven	80,465	3,422	83,887
On Time Performance			88%
Train Delays			10

Paratransit	Mon-Sat	Sundays	Total
Passenger Rides	1,391	25	1,416
Miles Driven	6,420	72	6,492
On Time Performance			95%

*On Time Performance (OTP): method of understanding punctuality for public transit

Facilities Maintenance Division

The Maintenance Manager has developed individualized building inspection reports for each facility based on the model that transit uses for the FTA requirements. Each City building will receive Quarterly inspections-these inspections will aid in long term capital planning and maintenance costs.

1. Transit Facilities: We have completed the remodel for the microtransit dispatchers at our facility. We are still working with IT to complete the needed IT infrastructure for microtransit deployment. We need to replace the large double doors at the Transit Center (there are 6 of them) and remodel the Paratransit front desk office. These are both in the design phase.
2. Library Facilities:
    a. Lease Space: Water leak repairs in progress, roof still underway.
    b. Library: Roofing project still in progress. Annual RPZ testing completed and passed. Working on chiller replacement specs.
3. Police Facilities: Monthly maintenance inspection completed and minor repairs made.
4. Civic Center: Solar project completed.
5. MSC: Roof project underway. Fire alarm maintenance and testing.
6. Fire Department: Ongoing repairs and projects.
7. Wee Folk: Project is moving forward. Monthly home inspections for CILBA were completed.

Electric Vehicle (EV) Division

For the month of September, the EV staff completed the following projects:

1. EVRP kickoff and stakeholder meeting #3 completed.
2. The next EVRP stakeholder meeting was held on September 20th, 2024 at 1PM at the Transit Admin Building.
3. NEVI (National Electric Vehicle Infrastructure) research and funding options.
4. Engagement with TEEM (Towards Equitable Electric Mobility) and partners.
5. We were awarded the IL EPA CEJA grant for public EV chargers. These will be installed at the Civic Center, Library, Fairview Park, and The Devon Amphitheater.
6. Purchased (3) EV support vehicles approved at the October 7 council meeting.

Monthly Report of Priorities and Projects
Information Technology Department
Fiscal Year 2024
September

This month, the Information Technology (IT) Department staff completed the following notable work/tasks:

- Preparing infrastructure for Multi Factor Authentication (MFA) security across all devices and Office 365 (including Email).
- Began Zero Client desktop hardware refresh from Cisco devices to 10-Zig devices
- Deploying a new desktop management component called Jira Asset Management which will replace the legacy Spiceworks application.
- Working with Fire Department to completely migrate from their old Firehouse software to their newly deployed Image Trend software.
- Started an Agenda Management project replacing the Granicus Novus Agenda software with Civic+.
- Migrating a DB2 application called FOIA used by the Police Department to SQL.
- Began a deep dive into Address Management to establish single data area for city addresses and then sharing data location with applications who need it.
- Migration from several legacy self-developed city software applications is being built into the owned Tyler Technologies Human Capital module. This project is 95% complete.
- Implementation of the Tyler New World Public Safety System remains on track for an early spring implementation. Weekly meetings continue to keep resources on the same page and at task.
- Police in car video management system was upgraded to Version 7.1a.
- The City Fiber extension up Brush College to Hospitality Lane remains incomplete due to resource constraint. This project is now anticipated to be completed in early November 2024.
- Developing an ongoing education program for all city systems users to be rolled out in September on Cybersecurity.
- Began working on an Intergovernmental Agreement (IGA) with the Sanitary District to allow an empty conduit to be installed with a forced main pipe being installed under Lake Decatur at Lost Bridge Road.
- In September, IT processed 75 Help Desk tickets, resolving 56 during the initial point of contact with IT staff (74.7% First Call Resolution Rate (FCR)).