



**Monday, October 15, 2018
5:30 PM**

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 15 minute time period is provided for citizens to appear and express their views before the City Council. Each citizen who appears will be limited to 3 minutes. No immediate response will be given by City Council or City staff members. Citizens are to give their documents to the Police Officer for distribution to the Council.

III. Approval of Minutes

Approval of Minutes of October 1, 2018 City Council Meeting

IV. Unfinished Business

V. New Business

1. Treasurer's Financial Report
2. Proclamations and Recognitions
3. Resolution Authorizing A Professional Engineering Services Agreement With Intera Inc. For An Additional Water Supply Plan
4. Resolution Authorizing Execution and Amendment of FY 2019 Downstate Operating Assistance Grant Agreement with Illinois Department of Transportation
5. Ordinance Amending City Code Chapter 16 - Public Works
6. Ordinance Amending PD Planned Development District Located at 1800 E. Lake Shore Drive - St. Mary's Hospital
7. Ordinance Amending I-OL Institutional Overlay District Over The Underlying O-1 Office District By Incorporating The Property At 301 West Hay Street
8. Resolution Regarding Halloween Trick or Treat Hours
9. Receiving and Filing of Minutes of Boards and Commissions

VI. Other Business

VII. Adjournment

Informational Memorandum Communicating the Condition of the Police Pension Fund for the Year Ended December 31, 2017

Informational Memorandum Communicating the Condition of the Firefighter Pension Fund for the Year Ended December 31, 2017

Monthly Reports for September, 2018

CITY COUNCIL MINUTES
Monday, October 1, 2018

On Monday, October 1, 2018, the City Council of the City of Decatur, Illinois, met in Regular Meeting at 5:30 p.m., in the Council Chambers, One Gary K. Anderson Plaza, Decatur, Illinois.

Mayor Julie Moore Wolfe presided, together with her being Council members Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn and Chuck Kuhle were present. Seven members present. Mayor Julie Moore Wolfe declared a quorum present.

Interim City Manager Billy Tyus attended the meeting as well.

Mayor Julie Moore Wolfe led the Pledge of Allegiance.

Mayor Julie Moore Wolfe called for Appearance of Citizens.

Shannon Wright and Eldon Burg shared their experiences with the City of Decatur Administrative Court.

Gregory Smith asked for the City to consider yearly rental property inspections due to a situation he was having with his landlord.

Mayor Julie Moore Wolfe called for approval of the minutes.

The minutes of the September 17, 2018 Council meeting were presented. Councilman Pat McDaniel moved the minutes be approved as written; seconded by Councilwoman Dana Ray, and on call of the roll, Council members Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn, Chuck Kuhle and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

This being the time set aside for Unfinished Business and there being none, Mayor Julie Moore Wolfe called for New Business.

Interim City Manager Billy Tyus provided an update on the City's budget and responded to Council members' comments and questions.

Mayor Julie Moore Wolfe presented Stephen Decatur medallions to fifteen students from Seevetal, Germany who were participating in the Sister Cities Exchange program.

Chairman Jaci Osborne with Sister Cities shared that Sister Cities is taking applications for the high school exchange program and information is available on their website.

Mayor Julie Moore Wolfe welcomed Decatur Leadership Institute students to the Council meeting.

R2018-126 Resolution Regarding Temporary Closure of Certain Downtown Sidewalks - Decatur Celebration, was presented. Councilman Pat McDaniel moved the Resolution do pass; seconded by Councilwoman Dana Ray.

Producer/Director Lori Sturgill with the Decatur Celebration responded to Council members' questions regarding the Decatur Celebration.

Councilwoman Lisa Gregory recommended to designate one of the gate entrances as handicapped accessible.

Upon call of the roll, Council members Dana Ray, Bill Faber, Lisa Gregory, David Horn, Chuck Kuhle and Mayor Julie Moore Wolfe voted aye. Councilman Pat McDaniel voted nay. Six ayes, one nay. Mayor Julie Moore Wolfe declared the motion carried.

2018-51 Ordinance Appropriating Additional Monies for the Purpose of Defraying the Expenses for Certain Funds of the City of Decatur, Illinois for the Fiscal Year Ending December 31, 2018, was presented. Councilman Pat McDaniel moved the Ordinance do pass; seconded by Councilwoman Dana Ray.

Finance Director Gregg Zientara responded to Council members' questions regarding City funds.

Upon call of the roll, Council members Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn, Chuck Kuhle and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

R2018-127 Resolution Authorizing Local Agency Agreement for Federal Participation with the State of Illinois for the Improvement of Brush College Road over Faries Parkway and the Norfolk Southern Railroad Tracks, City Project 2009-33 Section 09-00933-01-BR, was presented. Councilman Pat McDaniel moved the Resolution do pass; seconded by Councilwoman Dana Ray.

Public Works Director Matt Newell responded to questions from council members regarding properties that still need to be purchased and the relocation of utilities for the Brush College Road project.

Upon call of the roll, Council members Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn, Chuck Kuhle and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

R2018-128 Resolution to Appropriate Motor Fuel Tax Funds to Pay the City's Portion of Engineering Design Services to Improve the Brush College / Faries Parkway Grade Separation by Municipality Under the Illinois Highway Code, City Project 2009-33, was presented. Councilman Pat McDaniel moved the Resolution do pass; seconded by Councilwoman Dana Ray.

Upon call of the roll, Council members Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn, Chuck Kuhle and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

R2018-129 Resolution to Approve a Professional Engineering Services Agreement with AECOM Technical Services, Inc. for Brush College / Faries Parkway Grade Separation, City Project 2009-33, was presented. Councilman Pat McDaniel moved the Resolution do pass; seconded by Councilwoman Dana Ray.

Upon call of the roll, Council members Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn, Chuck Kuhle and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

R2018-130 Resolution to Approve Preliminary Engineering Services Agreement for Federal Participation for Design Services to Improve the Brush College / Faries Parkway Grade Separation by Municipality Under the Illinois Highway Code City Project 2009-33 Section No. 09-00933-01-BR, was presented. Councilman Pat McDaniel moved the Resolution do pass; seconded by Councilwoman Dana Ray.

Upon call of the roll, Council members Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn, Chuck Kuhle and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

R2018-131 Resolution Accepting the Bid and Authorizing the Execution of an Agreement with Steve's Trucking, Inc., for Demolition of Library Annex 444 East Main Street, was presented. Councilman Pat McDaniel moved the Resolution do pass; seconded by Councilwoman Dana Ray.

Neighborhood Services Administrator Susan Kretsinger responded to questions from Council member Chuck Kuhle regarding bids for plumbing costs on the Library Annex building.

Interim City Manager Billy Tyus answered Councilman David Horn's questions regarding the local bidder ordinance.

Upon call of the roll, Council members Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn, Chuck Kuhle and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

R2018-132 Resolution Authorizing Community Development Block Grant (CDBG) and Home Investment Partnership Fund (HOME) Allocations, Expenditures and Adoption of the FY 2018-19 Annual Action Plan, was presented. Councilman Pat McDaniel moved the Resolution do pass; seconded by Councilwoman Dana Ray.

Interim City Manager Billy Tyus responded to questions from Councilman David Horn regarding the extent that the funds can be used for the City's revitalization efforts.

Upon call of the roll, Council members Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn, Chuck Kuhle and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

2018-52 Ordinance to Repeal City Code, Chapter 73, Offenses, Definitions and Unlawful Solicitation, was presented. Councilman Pat McDaniel moved the Ordinance do pass; seconded by Councilwoman Dana Ray.

Councilwoman Lisa Gregory commented that she would be voting no against the ordinance and understands it could have serious legal ramifications.

John Phillips wanted assurance that the City would not weaken trespassing laws.

Mirinda Rothrock, Chamber of Commerce President stated that she would continue to educate the community on ways to handle panhandling and that the Chamber of Commerce endorses the ordinance as it stands.

Upon call of the roll, Council members Pat McDaniel, Dana Ray, Bill Faber, David Horn, Chuck Kuhle and Mayor Julie Moore Wolfe voted aye. Councilwoman Lisa Gregory votes nay. Six ayes, one nay. Mayor Julie Moore Wolfe declared the motion carried.

2018-53 Ordinance Providing for the Addition of a Portion of Brush College Road to the Municipal Street System of the City of Decatur, Macon County, Illinois, was presented. Councilman Pat McDaniel moved the Ordinance do pass; seconded by Councilwoman Dana Ray.

Upon call of the roll, Council members Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn, Chuck Kuhle and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

2018-54 Ordinance Providing for the Addition of East Faries Parkway in its Entirety to the Municipal Street System of the City of Decatur, Macon County, Illinois, was presented. Councilman Pat McDaniel moved the Ordinance do pass; seconded by Councilwoman Dana Ray.

Upon call of the roll, Council members Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn, Chuck Kuhle and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

Mayor Julie Moore Wolfe called for Consent Calendar Items A through D and asked if any Council member wished to have an item removed from the Consent Calendar. Council did not request to have any items removed. The Clerk read Items A through D:

- A. Receiving and Filing of Minutes of Boards and Commissions
- B. R2018-133 Resolution Approving Reappointment - Civil Service Commission
- C. 2018-55 Amended Ordinance Authorizing a Lift Station Easement and Access Agreement Between the City of Decatur and Clifford Mason

D. 2018-56 Ordinance Authorizing Utility Easement Agreement between the City of Decatur and Central Illinois Bank, as Trustee Under Trust No. 90-5069

Councilman Pat McDaniel moved Items A through D be approved by Omnibus Vote; seconded by Councilwoman Dana Ray, and on call of the roll Pat McDaniel, Dana Ray, Bill Faber, Lisa Gregory, David Horn, Chuck Kuhle and Mayor Julie Moore Wolfe voted aye. Mayor Julie Moore Wolfe declared the motion carried.

Mayor Julie Moore Wolfe called for Other Business.

Mayor Julie Moore Wolfe announced that the last “Citywide Cleanup” will be held at the Decatur Public Library Parking Lot on October 11 from 2pm-6pm.

Councilwoman Lisa Gregory reported that she attended the America in Bloom Symposium in Lexington, Kentucky. Decatur was among 42 participants and won the People’s Choice Award, Outstanding YouTube Video Award, and the Best Use of Social Media Award; the awards yielded \$3,000 that will be applied to future America in Bloom efforts in Decatur. In Decatur’s population bracket, Decatur was recognized for landscape bed efforts.

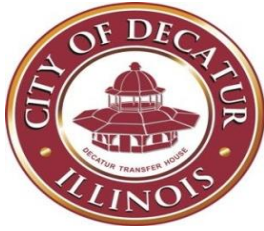
Councilman David Horn commented that he would like to see the number of houses on the current demolition list go down from 120 to 80 by the end of this year and have a sustained program for demolitions going forward. Councilman David Horn mentioned the Decatur Herald and Review article related to Lake Decatur dredging that suggested its costing the City 2.7 million dollars to store increased sediment and about 2.2 million dollars to pay for idle dredging operations and asked if staff could comment on what options the City has in place to make sure the City is not paying for these types of expenses.

Interim City Manager Billy Tyus stated that he would be hesitant to comment because of the ongoing conversations with the contractors involved and that as of now there has been no dollar amount related to what’s being claimed and documents are still being reviewed.

Councilman Pat McDaniel moved the regular Council meeting be adjourned; seconded by Councilwoman Lisa Gregory. All were in favor by voicing no objections.

Mayor Julie Moore Wolfe declared the regular Council meeting adjourned at 6:50pm.

Approved _____
Kim Althoff
City Clerk



CITY OF DECATUR ILLINOIS

ONE GARY K. ANDERSON PLAZA

DECATUR, ILLINOIS 62523

Treasurers Financial Report September 2018

The Year in Play

The City of Decatur financial position remains stable and improving, but delicate, at the present-time. The position can be impacted by changes in the local economy and distribution of taxes from the State of Illinois that are outside the control of the City.

The 2018 budget for the City was approved on December 4, 2017 by the City Council with Council Resolution R2017-142 with General Fund Budget Revenue of \$64.800 million and Expense of \$67.995 million. The General Fund budget approval included a cash basis deficit of \$3.195 million.

The total 2018 City budget approved with Council Resolution R2017-142 is for budget Revenue of \$203.7 million and Expense of \$210.3 million, representing an in-period cash basis deficit of \$6.6 million. The non-general fund deficit of \$3.4 million is the result of the year on year timing of revenue received versus expenditures for projects including Lake Decatur dredging, sewer fund projects, state motor fuel tax projects, as well as other capital project initiatives of the City.

The 2018 City budget was amended with the Appropriation Ordinance adopted by the City Council on March 5, 2018 with Ordinance 2018-07, with Budget Revenue of \$203.7 million (same as the original budget) and Expense of \$211.3 million, an increase of \$1.0 million from the original budget. The expense increase is in non-general fund expense. The General Fund budget was unaffected.

The 2018 City budget was further amended with the Series 2018 General Obligation Bond Ordinance adopted by the City Council on May 21, 2018 with ordinance 2018-16, fixing Budget Revenue at \$214.4 million and Expense at \$219.7 million. The changes are in non-general fund revenue and expense. The General Fund budget was unaffected.

The 2018 City budget was further amended with Appropriation Ordinance 2018-51 adopted by the City Council on October 1, 2018, fixing Expense at \$222.3 million. The appropriation approved \$2.6 million in non-general fund spending for certain capital projects and other unforeseen expenditures, not previously contemplated, but within the cash reserves of the various funds affected. The General Fund budget was unaffected.

The General Fund budget deficit is primarily the result of certain effects of the State of Illinois fiscal 2018 budget where funding distributions to local governments were reduced, namely,

- 10% hold back on income tax distribution,
- expected reduction in PPRT distribution,
- 2% home rule sales tax collection fee

These state budget decisions have negatively impacted 2018 city revenues by \$1.5 million. In addition, the outstanding police labor contract retroactive to May 1, 2015, upon eventual settlement, will require the city to make retroactive payroll to the police employees, expected to cost \$1.2 million. Further, inflation and other cost increases in the city baseline budget have increased costs by \$0.5 million.

The budget deficit presents challenges and unknowns that will have impact on City finances and operations.

- State budget matters impacting revenue distribution to the city,
- City Council deliberation of the methods to balance the city budget,
- Potential of State legislation freezing or inhibiting property tax options for local government,
- Continued development of the local economy,
- Development of state and local sales tax revenues to the City,
- Manufacturing employment in the local economy,
- Economic development success in the City and region

These factors will have significant impact on the financial position, condition, development and progress of the City of Decatur.

On May 31, the State Legislature adopted the State of Illinois 2019 fiscal year budget (July 1 2018 to June 30 2019), with Governor Rauner signature on June 4, the state budget for fiscal year 2019 is finalized.

The state budget addressed certain of the funding issues that have negatively impacted local governments in the state. Namely, the 10% “holdback” of LGDF funding (state income tax distribution) has been reduced to a 5% “holdback in state fiscal 2019; and, the 2% “collection fee” on local home rule sales tax imposed by the state has been reduced to 1.5% “collection fee” for fiscal 2019. PPRT (Personal Property Replacement Tax) distribution was not addressed to local government benefit, whereby, the state will continue to divert money to finance state budget matters thereby reducing money distributed to local governments.

The result of the state budget has favorably impacted City finances, whereby, the changes will “theoretically” increase revenue by \$575k on an annual basis, therefore, assisting the City in solving the General Fund \$2.0 million deficit situation.

Although local governments did not achieve all that was desired and lobbied by local officials to State Representatives in the state budget concerning funding to local governments, we are satisfied to achieve what was achieved, and are prepared to lobby on another day.

Of note is the effort of Mayor Julie Moore Wolfe. Mayor Moore Wolfe was an active and engaged voice, in cooperation with the Illinois Municipal League, to the State Legislature in efforts to secure restored funding to local governments.

City Financial Position

The City of Decatur ended September 2018 with a total cash position of \$80.1 million (excluding trust and agency funds earmarked for Police and Fire pensions) versus the cash position of \$79.2 as of the end of August.

The City General Fund ended September 2018 with a cash position of \$8.3 million versus the August cash position of \$7.7 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 position at September 30 provides a cash reserve representing 44 days of expense coverage in the City General Fund. The best practice reserve is a 45-60 day cash reserve or \$8-11 million.

City cash at September 30 excluding the General Fund cash position is \$71.8 million, contained in Special Revenue funds (\$10.5 million), TIF Redevelopment funds (\$1.2 million), Capital funds (\$10.6 million), Debt Service fund (\$0.6 million), Internal Service funds (\$4.8 million) and Enterprise funds (\$44.1 million), earmarked for specific purpose and not expendable to finance the cost of basic services provided to citizens and stakeholders.

Fund Type	Sep 2018	Aug 2018	Comment
Special Revenue	10.5	10.3	Library, State MFT, Local MFT, Federal programs, PS capital, etc
TIF Redevelopment	1.2	1.2	Debt service and redevelopment agreement obligations
Capital	10.6	10.6	Capital funding available
Debt	0.6	0.7	Debt service obligations
Internal Service	4.8	4.9	Risk insurance, EE healthcare benefits, Fleet maintenance
Enterprise	44.1	43.8	Utilities - Water, Sewer, Storm Water, Lake Dredging, Transit
Non-General Fund	71.8	71.5	
General Fund	8.3	7.7	Basic services to citizens and stakeholders
Total City Cash	80.1	79.2	

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

Changes of note in the period:

- Enterprise funds increased \$0.3 million. Water fund increase (\$0.8 million) due in period favorable cash flow from operations; Transit decrease (\$0.8 million) due in period operational cash flow; Storm Water fund increase (\$0.3 million).
- **City has not yet received the State IDOT transit operating grant for the quarter period July 2018 to September 2018 in the amount of \$1.2 million and the State IDOT grant for the quarter period October 2018 to December 2018 in the amount of \$1.2 million.**
- The City Treasury is financing the transit operations as of the end of September in the amount of \$2.2 million.
- **Outstanding as well is the federal grant in the amount of \$1.6 million.** City expects receipt of the federal grant in the near term.
- City has received in late September the State IDOT approval of the 2019 fiscal year grant application, which requires City Council acceptance scheduled for the October 15th council meeting.
- **City Treasurer and Transit Staff continue to work with state IDOT to secure Transit operating grant distributions in more timely fashion. We will keep Council informed of our progress.**

General Fund Position

Cash

The City General fund cash position ended September at \$8.3 million, an increase from the August cash position of \$7.7 million. The current cash balance represents a cash reserve position of 44 days (was 41 days).

City cash reserve position is much improved from 2-3 year's prior, however, best practice for financial security of the city is to continue to build the cash reserve position in the general fund.

Revenue and Expense

City General Fund Position of revenue received versus expense incurred to date is as follows for the period ending September 2018.

\$ (000)	Budget (4)	Year to Date (1)	Budget Target (2)	% vs Target (3)
Revenue	64,800	48,106	50,955	(6)%
Expense	67,995	45,130	52,190	(14)%
Surplus(deficit)	(3,195)	2,976	(1,235)	

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
 4 – annual budget, with annual appropriation ordinance scheduled for Council Adoption on February 20, 2018

General Fund Revenue Comments

Revenue to date through September is \$48.1 million versus budget to date revenue of \$51.0 million, below budget by \$2.8 million or 6%.

September was negatively impacted by the delay in distribution of the September property tax revenue in the amount of \$5.3 million (general fund), which was received in early October.

General Fund revenue, corrected for the delayed property tax distribution normally received in September, is \$53.4 million, resulting in a true revenue position of \$2.4 million or 5% above budget.

General Fund revenue is tracking above budget to date, primarily the result of improved performance of Gas & Electric Utility Tax (\$0.2 million), State Income Tax (\$1.5 million), State Replacement Tax (\$0.1 million), video gaming tax (\$0.1 million), hotel use tax (\$0.1 million), local sales tax (\$0.1 million), and state sales tax (\$0.2 million) revenues.

Key Economic Driven General Fund Revenues

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. With nine months into the twelve-month cycle, the year-to-date benchmark is 75% of the full year budget revenue.

\$ (000)	2018 Budget	2018 YTD	YTD % of Year Budget	2017 YTD	% Change yr vs yr
State Sales Tax	10,874	8,341	77%	8,155	2%
Local Sales Tax	9,552	7,340	77%	7,324	0%
State Income Tax	6,783	5,607	83%	6,397	(12)%
Food & Beverage Tax	3,257	2,464	76%	2,439	1%
Telephone Tax	1,674	1,245	74%	1,348	(8)%
Utility Tax (Gas & Elec)	4,702	3,844	82%	3,483	10%
State Local Use Tax	2,123	1,589	75%	1,447	10%
Cable TV Tax	1,055	761	72%	799	(5)%
State Replacement Tax	925	801	87%	928	(14)%
Hotel Use Tax	848	678	80%	592	15%
Video Gaming Tax	1,130	915	81%	947	(3)%

Sales Tax – **state sales tax is running 2% above the full year budget target, and 2% above the prior year; local sales tax is running 2% above the full year budget target, and on par with the prior year.** The sales tax revenue stream is “**the primary funding source driver**” financing the general fund, representing a revenue stream in excess of \$20 million or 31% of the general fund revenue. The 2018 budget contemplated a flat projection versus 2017 for state sales tax revenues and a 2% decline in local sales tax revenues.

The State of Illinois 2018 Budget adopted by the State Legislature in July 2017 included a “2% tax” imposed on the collection of “local home-rule” sales tax revenues. This collection tax has been implemented by the State DofR. This collection tax will cost the City of Decatur \$0.2 million in 2018. The 2019 state budget

has reduced the “collection fee” to 1.5%, theoretically returning \$0.05 million (\$50k) to the City of Decatur on an annual basis.

Of concern for the City Treasury is the ongoing marketplace transition to on-line shopping. This will continue to have negative impact on the sales tax revenue received by the City. Long term, this is not a favorable position for the City revenue stream. Legislative changes at the state level are the only solution, beyond more retail experiences in the city. ***The recent U.S. Supreme Court decision is expected to have a favorable impact on City of Decatur receipts of on line sales tax activity. The financial impact benefit is estimated to be in the range of \$250k on an annual basis. This revenue stream is expected to commence with October 2018 on line transactions, with first receipt of the “local use tax” revenue will occur in January 2019.***

State Income Tax – **8% above the full year budget target and 12% below the prior year.** The 2018 budget was conservatively projected (as we envisioned at the time of the 2018 budget development), however, the distributions are at best difficult to project. ***The State of Illinois 2018 budget included a 10% “hold-back” of LGDF distributions to local governments which has been implemented effective with the August 2017 distribution and has negatively impacted the income tax revenue received by the City. The State action will cost the City \$1.0 million in 2018 revenues. The 2019 State budget has reduced the “hold back” to 5%. This will theoretically return LDGF revenue distribution to the City in an amount approaching \$0.575 million, of course dependent upon, state income tax receipts and population distribution formulas.***

This revenue stream is “a primary funding source driver” financing the general fund, which in prior periods was a revenue stream of \$7.5 to 8.0 million or 12% of the general fund revenue.

Food & Beverage Tax – **on par with the full year budget target and 1% above the prior year.**

Telephone Tax – **1% below the full year budget target and 8% below the prior year.** The 2018 budget contemplated a further decline in telephone tax revenue. Telephone tax revenues have continued to decline each of the last several years as consumers shift to mobile telephones eliminating land line telephones, thereby reducing the number of telephone lines available to tax.

Gas & Electric Utility Tax – **7% above the full year budget target and above the prior year by 10%.** The City implemented a tax increase to 4.25% (from 1.25%) effective with usage billed commencing February 1, 2016. This revenue stream will stabilize at a level of \$4.7 million given the current city tax rate and then be impacted up or down by utility prices and consumer usage.

State Replacement Tax – **12% above the full year budget target, 14% below the prior year.** The 2018 budget was conservatively projected (as we envisioned at the time of the 2018 budget development) and contemplated an expected decline in state PPRT distributions to local governments with funding diverted to state matters. This is not a revenue stream that the City can place great reliance on for continuation at levels to date as the State of Illinois is expected to continue to use this revenue stream for its purposes potentially reducing revenue available for distribution to local governments.

Hotel Use Tax – **5% above the full year budget target, 15% above the prior year.** City increased the hotel use tax rate from 6% to 8% effective January 1, 2016.

Video Gaming Tax – **6% above the full year budget target and 3% below the prior year.** City has resumed allocating 15% of video gaming tax revenue to the City Economic Development fund. Total video gaming revenue thru September of \$1.1 million is ahead of the budget and 14% above the prior year. Tax revenue continues to exceed the budget expectation. Currently operating are 81 establishments with 391 video gaming terminals.

General Fund Expense Comments

General Fund expense in the month of \$3.957 million was below the budget expectation of \$8.474 million. On a year to date basis, general fund spending is below budget by \$7.1 million or 14%.

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

Drug Enforcement	\$0.8 million	Earmarked for police capital as available (\$0.3 million available)
Local Roads and Streets	\$2.1 million	Earmarked for street repair and maintenance.
State Motor Fuel Tax	\$2.6 million	Earmarked for street repair and maintenance.
Major Moves	\$0.0 million	Earmarked for economic development infrastructure projects
Public Library Fund	\$0.7 million	In line with expectation
Library Capital Fund	\$0.1 million	Earmarked for CapEx requirements and cash reserves
Library Trust Fund	\$0.2 million	Donations received in trust for specific purpose as defined by the donors and unavailable for other use
Capital Project Fund	\$2.0 million	Funding available for JCI energy savings initiative from interfund loan from water funds. Will be spent down before year end
2018 Project Fund	\$8.5 million	2018 GO bond proceeds for the fire station renovation and fire station replacement initiatives
Debt Fund	\$0.6 million	Earmarked for debt payments on current debt issues
Fleet Maintenance	\$0.2 million	Earmarked for repair and maintenance of city vehicle fleet
Equipment Replacement	\$0.5 million	Earmarked for emergency replacement of capital equipment. Cash position and lack of in year funding is substandard to maintain capex replacement schedules.
Risk Management Fund	\$1.7 million	Cash reserves for ongoing business insurance costs including liability, property, worker's compensation. City desired reserve is \$2.5 million necessary to sustain and protect the city.
Employee Insurance Fund	\$2.4 million	Coverage for healthcare and other EE benefit expense.
Public Transit Operations	\$2.2 million	<i>Outstanding are the 2018 fiscal year Federal grant (\$1.6 million) expected to be received in October. State fiscal 2019 Q1 & Q2 IDOT operating grant not yet received. City staff will continue process to affect advance transit funding.</i>
Fiber Optics Fund	\$0.3 million	Earmarked for city investment in the next phase of fiber optic network. Project work in progress.
Storm Water Fund	\$2.3 million	Balance and ongoing cash flow are sufficient to fund currently defined storm water projects
Sewer Fund	\$7.1 million	Balance available and revenue flow will fund currently defined sewer projects – Council ordinance 2016-91 adopted 12/05/2016 provides the price increase required to fund sewer projects in compliance with US EPA requirements
Water Utility Funds	\$21.3 million	Cash balance of \$21.3 million, includes \$12.5 million sequestered in the debt reserve fund, representing the next 12 months' debt service payments. Remaining cash balance of \$8.8 million represents a 4+ month reserve of water operating expense – the water rate increases effective May 1, 2013 and beyond has allowed City to finance cap-ex and secure the best practice reserve. The current cash position allows funding of capital expense securing water main infrastructure replacement and other necessary capital expenditure envisioned in the short-term period. The Water Utility Fund continues to operate in accordance with the price increase model expectations
Water Bond Construction	\$15.2 million	Balance available to pay contractor invoices for the dredging of Lake Decatur.

Trust & Agency Fund balance of \$162.4 million is sequestered in the Police and Fire Pension Funds and are not available for expenditure on other city operations.

Investments

City investments include \$33.0 million in US Treasury Bonds. The investment schedule on page 4 of the Treasurer's financial report provides the details of the investments. The investments are comprised of \$14.5 million dredging bond proceeds, \$8.3 million fire station initiative bond proceeds and \$10.2 million of pooled cash.

The bond proceeds and pooled cash are invested in treasury bonds and are scheduled to mature over the next months - 2 years.

The interest earnings from the investments to date have earned the city income in excess of \$0.5 million. Additional interest income will accrue to the city over the period to investment maturity in an amount approximating \$0.4+ million.

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

Debt

Debt outstanding is \$197.2 and includes all outstanding bond debt, notes and loan payable and capital leases. All debt principal and interest payments are covered within the 2018 fiscal year operating plan and budget and are secured within the current cash flow operations of the City.

New debt instruments in 2018 will include continued debt issuance for road and street rehabilitation secured by the local motor fuel tax, continued debt issuance for fire facility rehabilitation secured by general purpose tax levy revenue, and capital lease and / or note payable financing to replace certain vehicle stock covered within the operating budget of the City.

The Council has approved the issuance of General Obligation 2018 Series Bonds to finance the final phase of the Lake Decatur dredging initiative, the construction of fire stations in support of the fire station replacement initiative, and the refunding of certain debt financing the rehabilitation of fire stations. The debt transaction closed in July.

The city council approved a refunding of the 2008 Series General Obligation Bonds which will save the city \$0.3 million in interest financing costs over the remaining life of the debt. This refunding transaction was concluded in December 2017.

Revenue Tracking

City-wide Revenue received in the fiscal months ending September 2018 of \$152.9 million is 71% of the annual revenue budget of \$214.1 million.

Of note, the property tax revenues received by the City according to the 2017 Tax Levy in effect, 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, provide funding for the City contribution to the Decatur Municipal Band and provide funding for general purpose earmarked for investment in Fire Station facility repair and rehabilitation.

The cost of day to day City government operations as well as capital spending requirements of City operations, including general government, public safety police and fire protection, public works streets & municipal services and infrastructure operations, are not funded by property tax revenues, but rather are funded by other taxes including locally imposed or state distributed sales & use tax, income tax, food & beverage tax, hotel/motel tax, utility tax, and other minor tax.

Property Tax in 2018

The 2017 property tax levy, approved by Council in December 2017 with Council Ordinance 2017-55, for a tax levy amount of \$13.876 million, is now certified by the State of Illinois.

Equalized assessed value ("EAV") for the 2017 EAV period, with property tax payable in 2018, is \$833,357,715, a decline from the prior year EAV of \$839,296,988. A decrease of \$5,939,273 or 0.71%. The City had projected EAV to be \$840,000,000.

The City property tax rate for 2017 EAV with tax payable in 2018 is 1.66519% versus the prior year tax rate of 1.65177%. The City had projected a tax rate of 1.652%.

The higher tax rate is the result of decreased assessed value in the city.

The City property tax rate is expected to remain at 15% of the total property tax rate for City property owners.

The 1st property tax distribution was received in July (normally June) from the Office of the Macon County Treasurer. The civil city distribution of \$7.4 million is 53.5% of the full year collection expectation. TIF tax revenues received of \$1.1 million are 50.6% of the full year collection expectation.

The second property tax distribution normally expected to be received in September, was delayed to early October, by action of the County Treasurer.

Expenditure Tracking

City-wide expenditures to September of \$127.9 million are 58% of the full year budget of \$222.3.0 million.

Water Utility

The financial performance of the City Water Utility is illustrated on the two (2) page summation. The report, which mimics normal reporting of a business enterprise, depicts actual profit and loss statement performance versus budget and prior year on both a monthly and year-to-date basis. In addition, certain key balance sheet items are reported as well as CapEx project spending.

Water Utility performance achieved through September is an operating profit before debt service of \$12.4 million on revenues of \$22.6 million. Debt payments on GO bonds and other debt due to date in 2018 including principal and interest of \$9.4 were transacted during the period to date.

The Water Utility continues to perform in accordance with our expectations envisioned in the water model to fund the future CapEx and debt service requirements of the operation, including the \$90 million Lake Decatur dredging initiative.

In 2017, water consumption declined by 1.2% versus consumption in the prior year, with residential consumption down 2.7%, commercial consumption down 3.3% and industrial consumption down 0.1%.

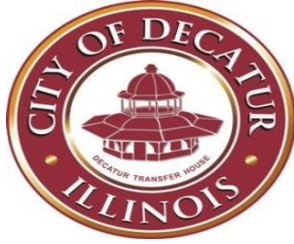
To date in 2018, water usage has increased 2% versus the same period in the prior year. Industrial usage is up 5%, residential usage is down 2%, commercial usage is down 3%. Raw water usage is up 2% versus the prior year.

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

Headcount Staffing

Current full-time staffing level is 436 FTE's versus budget of 470 FTE's.

Gregg D. Zientara
City Treasurer & Director of Finance
October 8, 2018



Fiscal Year 2018

Fiscal Period Ending September, 2018

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: September, 2018

<i>Fund</i>	<i>Fund Name</i>	<i>Opening Cash & Investments</i>	<i>Receipts</i>	<i>Disbursements</i>	<i>Balance Sheet Accts Activity</i>	<i>Investment Transfers</i>	<i>Ending Cash Balance</i>	<i>Investments</i>	<i>Total Cash & Investments</i>	<i>Interfund Loans (Borrowing)</i>
10	General Fund	7,699,920.43	4,552,561.71	3,956,548.63	(6,839.19)		8,289,094.32		8,289,094.32	0.00
12	Special Revenue Funds									
12	PLANNING FUND	208,340.92	28,205.24	(42.76)	0.00		236,588.92		236,588.92	
17	HOME FUND	49,716.38	7,358.80	3,377.81	0.00		53,697.37		53,697.37	
18	CDBG FUND	6,138.31	78,136.09	78,136.09	0.00		6,138.31		6,138.31	
22	DUATS FUND	61,600.45	13.42	278.75	0.00		61,335.12		61,335.12	
25	DRUG ENFORCEMENT FUND	830,745.23	404.74	5,419.71	(3,239.43)		822,490.83		822,490.83	
26	DUI FINES AND FEES FUND	211,936.53	5,241.30	11,253.56	0.00		205,924.27		205,924.27	
27	POLICE LAB & PROGRAMS	56,293.53	102.29	186.75	0.00		56,209.07		56,209.07	
32	FIRE GRANT	0.00	0.00	0.00	0.00		0.00		0.00	
33	POLICE CAPITAL FUND	454,016.16	98.93	2,200.32	0.00		451,914.77		451,914.77	
34	BUILDING FUND	244,770.25	49,566.57	57,743.66	0.00		236,593.16		236,593.16	
35	LIBRARY FUND	881,986.05	38,926.31	256,439.39	0.00		664,472.97		664,472.97	
36	MUNICIPAL BAND FUND	449.64	1,257.42	6,649.74	0.00		(4,942.68)		(4,942.68)	
37	FOREIGN FIRE INSURANCE FUND	172,234.50	0.00	0.00	0.00		172,234.50		172,234.50	
42	LOCAL STREETS & ROADS	1,982,131.19	926,247.63	766,818.40	0.00		2,141,560.42		2,141,560.42	
46	MOTOR FUEL TAX FUND	2,537,798.35	166,964.04	81,670.96	0.00		2,623,091.43		2,623,091.43	
47	MAJOR MOVES	41,561.26	7.97	10,160.12	0.00		31,409.11		31,409.11	
49	FIRE CAPITAL FUND	678,687.79	164,328.14	(29,903.54)	0.00		872,919.47		872,919.47	
58	LIBRARY CAPITAL	131,106.25	28.64	0.00	0.00		131,134.89		131,134.89	
59	LIBRARY TRUST FUNDS	235,557.72	51.24	1,978.20	0.00		233,630.76		233,630.76	
82	DCDF FUND	127,001.13	148.44	564.97	0.00		126,584.60		126,584.60	
83	NEIGHBORHOOD IMPROVEMENTS	16,066.27	3.47	353.61	0.00		15,716.13		15,716.13	
84	COMMUNITY REVITALIZATION	1,389,123.59	403.44	0.00	0.00		1,389,527.03		1,389,527.03	
	Total Special Revenue Funds	10,317,261.50	1,467,494.12	1,253,285.74	(3,239.43)	0.00	10,528,230.45	0.00	10,528,230.45	0.00
19	TIF & Redevelopment Funds									
19	OLDE TOWNE TIF FUND	307,171.12	(33,234.38)	0.00	0.00		273,936.74		273,936.74	
20	SE PLAZA TIF FUND	275,377.76	9,361.17	0.00	0.00		284,738.93		284,738.93	
21	WABASH CROSSING TIF	375,404.92	82.00	0.00	0.00		375,486.92		375,486.92	
23	EASTGATE TIF FUND	33,277.74	16,209.04	0.00	0.00		49,486.78		49,486.78	
24	SOUTHSIDE TIF FUND	68,505.81	14.96	0.00	0.00		68,520.77		68,520.77	
28	PINES SHOPPING CENTER TIF	53,129.39	2,671.90	0.00	0.00		55,801.29		55,801.29	
29	GRAND & OAKLAND TIF	84,477.29	4,958.99	0.00	0.00		89,436.28		89,436.28	
	Total TIF & Redevelpmnt Funds	1,197,344.03	63.68	0.00	0.00	0.00	1,197,407.71	0.00	1,197,407.71	0.00
40	Capital Funds									
40	PEG CAPITAL FUND	66,517.74	14.23	2,705.56	0.00		63,826.41		63,826.41	
44	2018 PROJECT FUND	8,493,685.70	615.12	8,493.00	0.00		231,895.09	8,253,912.73	8,485,807.82	
45	CAPITAL PROJECT FUND	2,004,115.41	437.76	0.00	0.00		2,004,553.17		2,004,553.17	(1,981,816.00)
	Total Capital Funds	10,564,318.85	1,067.11	11,198.56	0.00	0.00	2,300,274.67	8,253,912.73	10,554,187.40	(1,981,816.00)

City of Decatur
Treasurer's Cash Report

Month of: September, 2018

<i>Fund</i>	<i>Fund Name</i>	<i>Opening Cash & Investments</i>	<i>Receipts</i>	<i>Disbursements</i>	<i>Balance Sheet Accts Activity</i>	<i>Investment Transfers</i>	<i>Ending Cash Balance</i>	<i>Investments</i>	<i>Total Cash & Investments</i>	<i>Interfund Loans (Borrowing)</i>
50	Debt Fund DEBT FUND	723,550.52	(138,063.39)	0.00	0.00		585,487.13		585,487.13	0.00
60	Internal Service Funds FLEET MAINTENANCE	248,344.09	219,357.21	218,807.63	0.00		248,893.67		248,893.67	
61	EQUIPMENT REPLACEMENT	542,785.84	1,049.05	19,942.00	0.00		523,892.89		523,892.89	
64	RISK MANAGEMENT	1,534,824.33	258,905.46	137,589.06	0.00		1,656,140.73		1,656,140.73	
65	INSURANCE FUND	2,609,060.20	662,047.03	907,454.21	0.00		2,363,653.02		2,363,653.02	
	Total Internal Service Funds	4,935,014.46	1,141,358.75	1,283,792.90	0.00	0.00	4,792,580.31	0.00	4,792,580.31	0.00
70	Enterprise Funds MASS TRANSIT - OPERATION	(1,386,603.41)	90,979.04	882,612.54	0.00		(2,178,236.91)		(2,178,236.91)	
77	FIBER OPTICS	276,561.14	960.18	3,000.00	0.00		274,521.32		274,521.32	
78	STORM WATER	2,032,954.10	402,087.37	94,512.57	0.00		2,340,528.90		2,340,528.90	
79	SEWER FUND	7,025,536.67	524,743.08	476,420.27	0.00		7,073,859.48		7,073,859.48	
80	WATER FUND	3,880,263.90	2,615,531.11	1,136,681.69	(942.85)		5,358,170.47		5,358,170.47	
81	WATER CAPITAL	4,105,295.67	3,551.31	693,890.99	0.00		3,414,955.99		3,414,955.99	1,981,816.00
86	WATER DEBT	12,500,000.00	0.00	0.00	0.00		12,500,000.00		12,500,000.00	
88	RECYCLING PROGRAM	86,129.82	48,007.61	53,589.16	0.00		80,548.27		80,548.27	
89	WATER BOND	15,253,075.34	184.59	8,828.95	0.00		723,645.67	14,520,785.31	15,244,430.98	
	Total Enterprise Funds	43,773,213.23	3,686,044.29	3,349,536.17	(942.85)	0.00	29,587,993.19	14,520,785.31	44,108,778.50	1,981,816.00
90	Trust & Agency Funds FIRE PENSION FUND CASH	2,126,692.40	122,192.81	649,990.53	0.00		1,598,894.68		1,598,894.68	
90	FIRE PENSION INVESTMENTS	67,223,136.66	194,254.83	6,677.93	0.00			67,410,713.56	67,410,713.56	
	TOTAL FIRE PENSION	69,349,829.06	316,447.64	656,668.46	0.00	0.00	1,598,894.68	67,410,713.56	69,009,608.24	
91	POLICE PENSION FUND CASH	1,331,862.11	136,831.08	664,271.68	0.00		804,421.51		804,421.51	
91	POLICE PENSION INVESTMENTS	92,241,748.75	392,021.02	(1,708.83)	0.00			92,635,478.60	92,635,478.60	
	TOTAL FIRE PENSION	93,573,610.86	528,852.10	662,562.85	0.00	0.00	804,421.51	92,635,478.60	93,439,900.11	
	Total Trust & Agency Funds	162,923,439.92	845,299.74	1,319,231.31	0.00	0.00	2,403,316.19	160,046,192.16	162,449,508.35	0.00
	Total City Funds	242,134,062.94	11,555,826.0	11,173,593.31	(11,021.47)	0.00	59,684,383.97	182,820,890.20	242,505,274.17	0.00
Memorandum Items										
	Pooled Cash Investments	0.00	0.00	0.00	0.00	0.00	0.00	10,209,439.30	10,209,439.30	
	City Funds ex Trust & Agency	79,210,623.02	10,710,526.27	9,854,362.00	(11,021.47)	0.00	57,281,067.78	32,984,137.34	80,055,765.82	0.00

City of Decatur
Treasurer's Investment Report

Month of: **September, 2018**

Water Bond

Account # 8051000933
Fund 89

Investment Instrument	Maturity Date	Interest Rate	Par Value Amount	Tax Cost Amount	Accrued Interest Purchased + Rec'd.	Total Invested	Interest Earned	Accrued Interest Receivable	Total Interest Received	YTD Interest Received 2016	YTD Interest Received 2017	YTD Interest Received 2018	Estimated Income
US Treasury Bond	01/15/16	0.37500%	0.00	0.00	0.00	0.00	530.10	0.00	530.10	530.10	0.00	0.00	0.00 ok
US Treasury Bond	05/15/16	0.25000%	0.00	0.00	0.00	0.00	2,717.03	0.00	2,717.03	2,717.03	0.00	0.00	0.00 ok
US Treasury Bond	06/15/16	0.50000%	0.00	0.00	0.00	0.00	6,378.42	0.00	6,378.42	5,750.00	0.00	0.00	0.00 ok
US Treasury Bond	07/15/16	0.62500%	0.00	0.00	0.00	0.00	11,574.39	0.00	11,574.39	11,574.39	0.00	0.00	0.00 ok
US Treasury Bond	08/15/16	0.62500%	0.00	0.00	0.00	0.00	13,101.22	0.00	13,101.22	13,101.22	0.00	0.00	0.00 ok
US Treasury Bond	08/31/16	1.00000%	0.00	0.00	0.00	0.00	22,912.09	0.00	22,912.09	22,912.09	0.00	0.00	0.00 ok
US Treasury Bond	10/15/16	0.62500%	0.00	0.00	0.00	0.00	589.14	0.00	589.14	0.00	0.00	0.00	0.00 ok
US Treasury Bond	11/15/16	0.62500%	0.00	0.00	0.00	0.00	6,413.12	0.00	6,413.12	6,250.00	0.00	0.00	0.00 ok
US Treasury Bond	12/15/16	0.62500%	0.00	0.00	0.00	0.00	1,446.38	0.00	1,446.38	1,250.00	0.00	0.00	0.00 ok
US Treasury Bond	12/31/16	0.62500%	0.00	0.00	0.00	0.00	3,923.23	0.00	3,923.23	0.00	3,923.23	0.00	0.00 ok
US Treasury Bond	04/15/17	0.87500%	0.00	0.00	0.00	0.00	2,033.65	0.00	2,033.65	0.00	2,033.65	0.00	0.00 ok
US Treasury Bond	05/15/17	0.87500%	0.00	0.00	0.00	0.00	11,159.88	0.00	11,159.88	0.00	11,159.88	0.00	0.00 ok
US Treasury Bond	06/15/17	0.87500%	0.00	0.00	0.00	0.00	9,706.28	0.00	9,706.28	956.28	8,750.00	0.00	0.00 ok
US Treasury Bond	07/15/17	0.87500%	0.00	0.00	0.00	0.00	12,292.80	0.00	12,292.80	0.00	12,292.80	0.00	0.00 ok
US Treasury Bond	08/15/17	0.87500%	0.00	0.00	0.00	0.00	14,546.87	0.00	14,546.87	0.00	14,546.87	0.00	0.00 ok
US Treasury Bond	09/15/17	1.00000%	0.00	0.00	0.00	0.00	18,488.95	0.00	18,488.95	0.00	18,488.95	0.00	0.00 ok
US Treasury Bond	10/15/17	0.87500%	0.00	0.00	0.00	0.00	17,858.17	0.00	17,858.17	0.00	17,858.17	0.00	0.00 ok
US Treasury Bond	11/15/17	0.87500%	0.00	0.00	0.00	0.00	30,692.68	0.00	30,692.68	0.00	30,692.68	0.00	0.00 ok
US Treasury Bond	12/15/17	1.00000%	0.00	0.00	0.00	0.00	24,824.18	0.00	24,824.18	0.00	24,824.18	0.00	0.00 ok
US Treasury Bond	01/15/18	0.87500%	0.00	0.00	0.00	0.00	5,075.97	0.00	5,075.97	0.00	700.97	4,375.00	0.00 ok
US Treasury Bond	09/30/18	1.37500%	3,000,000.00	2,997,187.50	13,862.70	3,011,050.20	6,818.70	20,681.40	0.00	0.00	0.00	0.00	41,250.00 ok
US Treasury Bond	10/31/18	0.75000%	3,000,000.00	2,990,390.64	5,686.14	2,996,076.78	3,729.66	9,415.80	0.00	0.00	0.00	0.00	22,500.00 ok
US Treasury Bond	11/30/18	1.00000%	3,000,000.00	2,989,218.75	5,081.97	2,994,300.72	5,000.13	10,082.10	0.00	0.00	0.00	0.00	30,000.00 ok
US Treasury Bond	12/31/18	1.37500%	4,000,000.00	3,986,718.76	4,782.61	3,991,501.37	9,230.99	14,013.60	0.00	0.00	0.00	0.00	55,000.00 ok
US Treasury Bond	01/31/19	1.12500%	1,520,000.00	1,511,806.26	46.47	1,511,852.73	2,834.54	2,881.01	0.00	0.00	0.00	0.00	17,100.00 ok
Federated US Treasury Cash Reserves	Liquid		15,243.67	15,243.67	759.84	16,003.51	5,023.23	24.71	4,998.52	1,092.72	2,606.15	1,299.07	293.82 ok
Total Investment(s)			14,535,243.67	14,490,565.58	30,219.73	14,520,785.31	248,901.80	57,098.62	221,263.07	66,133.83	147,877.53	5,674.07	166,143.82

Pooled Cash

Account # 8051000942
Multiple Funds - Pooled Cash

Investment Instrument	Maturity Date	Interest Rate	Par Value Amount	Tax Cost Amount	Accrued Interest Purchased + Rec'd.	Total Invested	Interest Earned	Accrued Interest Receivable	Total Interest Received	YTD Interest Received 2016	YTD Interest Received 2017	YTD Interest Received 2018	Estimated Income
US Treasury Bond	06/15/16	0.50000%	0.00	0.00	0.00	0.00	2,773.22	0.00	2,773.22	2,500.00	0.00	0.00	0.00 ok
US Treasury Bond	12/15/16	0.62500%	0.00	0.00	0.00	0.00	6,591.53	(0.00)	6,591.53	6,250.00	0.00	0.00	0.00 ok
US Treasury Bond	04/30/17	0.87500%	0.00	0.00	0.00	0.00	12,524.04	(0.00)	12,524.04	8,149.04	4,375.00	0.00	0.00 ok
US Treasury Bond	06/30/17	0.62500%	0.00	0.00	0.00	0.00	8,188.75	0.00	8,188.75	240.38	7,948.37	0.00	0.00 ok
US Treasury Bond	10/31/17	0.75000%	0.00	0.00	0.00	0.00	14,484.89	0.00	14,484.89	6,984.89	7,500.00	0.00	0.00 ok
US Treasury Bond	12/15/17	1.00000%	0.00	0.00	0.00	0.00	21,573.77	0.00	21,573.77	10,500.00	10,500.00	0.00	0.00 ok
US Treasury Bond	03/31/18	0.75000%	0.00	0.00	0.00	0.00	26,403.69	(0.00)	26,403.69	9,528.69	11,250.00	5,625.00	0.00 ok
US Treasury Bond	06/15/18	1.12500%	0.00	0.00	0.00	0.00	45,983.61	0.00	45,983.61	18,000.00	27,000.00	0.00	0.00 ok
US Treasury Bond	10/15/18	0.87500%	1,750,000.00	1,732,568.36	0.00	1,732,568.36	43,636.45	7,070.53	36,565.92	13,597.17	15,312.50	7,656.25	15,312.50 ok
US Treasury Bond	11/30/18	1.00000%	500,000.00	497,441.40	0.00	497,441.40	8,974.31	1,680.35	7,293.96	0.00	4,793.96	2,500.00	5,000.00 ok
US Treasury Bond	04/15/19	0.87500%	1,000,000.00	992,773.43	0.00	992,773.43	12,359.97	4,040.30	8,319.67	0.00	3,944.67	4,375.00	8,750.00 ok
US Treasury Bond	06/30/19	1.25000%	1,500,000.00	1,496,425.78	0.00	1,496,425.78	23,488.50	4,738.50	18,750.00	0.00	0.00	18,750.00	18,750.00 ok
US Treasury Bond	10/31/19	1.25000%	1,000,000.00	993,281.25	0.00	993,281.25	11,458.57	5,243.10	6,215.47	0.00	0.00	6,215.47	12,500.00 ok
US Treasury Bond	11/30/19	1.50000%	1,050,000.00	1,042,945.31	0.00	1,042,945.31	12,403.17	5,307.02	7,096.15	0.00	0.00	7,096.15	15,750.00 ok
US Treasury Bond	03/31/20	1.37500%	1,500,000.00	1,472,929.70	225.41	1,473,155.11	10,143.79	10,369.20	0.00	0.00	0.00	0.00	20,625.00 ok
US Treasury Bond	05/31/20	1.37500%	1,600,000.00	1,562,855.53	1,081.97	1,563,937.50	6,311.47	7,393.44	0.00	0.00	0.00	0.00	22,000.00 ok
Federated US Treasury Cash Reserves	Liquid		194,705.75	194,705.75	222,205.41	416,911.16	6,946.89	642.22	6,304.67	237.29	1,554.40	4,512.72	7,635.26 ok
Total Investment(s)			10,094,705.75	9,985,926.51	223,512.79	10,209,439.30	274,246.62	46,484.66	229,069.34	75,987.46	94,178.90	56,730.59	126,322.76

City of Decatur
Treasurer's Investment Report

Month of: September, 2018

Fire Capital Bond
Account # 1001006774
Fund 44

Investment Instrument	Maturity Date	Interest Rate	Par Value Amount	Tax Cost Amount	Accrued Interest Purchased + Rec'd.	Total Invested	Interest Earned	Accrued Interest Receivable	Total Interest Received	YTD Interest Received 2016	YTD Interest Received 2017	YTD Interest Received 2018	Estimated Income
US Treasury Bond	10/31/18	0.750000%	500,000.00	498,417.97	957.88	499,375.85	611.42	1,569.30	0.00	0.00	0.00	0.00	3,750.00 ok
US Treasury Bond	11/30/18	1.000000%	500,000.00	498,203.13	860.66	499,063.79	819.69	1,680.35	0.00	0.00	0.00	0.00	5,000.00 ok
US Treasury Bond	12/31/18	1.375000%	750,000.00	747,539.06	924.76	748,463.82	1,702.79	2,627.55	0.00	0.00	0.00	0.00	10,312.50 ok
US Treasury Bond	02/28/19	1.125000%	750,000.00	745,136.72	0.00	745,136.72	1,387.46	722.55	664.91	0.00	0.00	664.91	8,437.50 ok
US Treasury Bond	05/31/19	1.125000%	1,000,000.00	989,609.38	1,936.48	991,545.86	1,854.62	3,791.10	0.00	0.00	0.00	0.00	11,250.00 ok
US Treasury Bond	08/31/19	1.000000%	1,000,000.00	984,218.75	0.00	984,218.75	1,637.34	849.30	788.04	0.00	0.00	788.04	10,000.00 ok
US Treasury Bond	11/30/19	1.000000%	1,000,000.00	979,648.44	1,721.31	981,369.75	1,639.39	3,360.70	0.00	0.00	0.00	0.00	10,000.00 ok
US Treasury Bond	02/29/20	1.375000%	1,000,000.00	980,742.19	0.00	980,742.19	2,261.06	1,177.50	1,083.56	0.00	0.00	1,083.56	13,750.00 ok
US Treasury Bond	05/31/20	1.375000%	1,000,000.00	977,070.31	2,366.80	979,437.11	2,254.10	4,620.90	0.00	0.00	0.00	0.00	13,750.00 ok
US Treasury Bond	08/31/20	1.375000%	750,000.00	729,990.23	0.00	729,990.23	1,742.52	929.85	812.67	0.00	0.00	812.67	10,312.50 ok
Federated US Treasury Cash Reserves	Liquid		114,005.11	114,005.11	563.55	114,568.66	740.38	176.83	563.55	0.00	0.00	563.55	2,103.48 ok
Total Investment(s)			8,364,005.11	8,244,581.29	9,331.44	8,253,912.73	16,650.77	21,505.93	3,912.73	0.00	0.00	3,912.73	98,665.98

GRAND TOTALS:	32,993,954.53	32,721,073.38	263,063.96	32,984,137.34	539,799.19	125,089.21	454,245.14	142,121.29	242,056.43	66,317.39	391,132.56
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Notes:

Initial investments for 2015 proceeds settled on 11/25/15, and those for 2016 proceeds on 11/25/16, and 2018 proceeds on 07/31/18 (08/01/18 for Fire Capital).

Total Invested = Tax Cost Amount + Accrued Interest Purchased

Interest Received YTD = cash received

Estimated Income = projected annual interest income

Pooled Cash maturity on 6/15/16 was re-invested with a 6/30/17 maturity.

Pooled Cash maturity on 12/15/16 was re-invested with maturities of 6/30/17 and 11/30/18.

Pooled Cash maturity on 04/30/17 was re-invested with a maturity of 4/15/19.

Water Bond maturity on 05/15/17 was divided: \$700,000 moved to cash and \$2 million re-invested with a maturity of 12/15/17.

Water Bond maturity on 06/15/17 was divided: \$1 million moved to cash and \$1 million re-invested with a maturity of 1/15/18.

Pooled Cash maturity on 06/30/17 was re-invested with a maturity of 6/30/19.

Pooled Cash maturity on 10/31/17 was re-invested with a maturity of 10/31/19.

Pooled Cash maturity on 12/15/17 was re-invested with a maturity of 11/30/19.

Pooled Cash maturity on 03/31/18 was re-invested with a maturity of 03/31/20.

Pooled Cash maturity on 06/15/18 was re-invested with a maturity of 05/31/20.

PBC

date of update: **August 24, 2018**

Total City Debt		251,568,269.08	197,217,457.22 note 1	13,891,678.55	6,685,636.73	183,325,778.67	20,577,315.28
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City of Decatur
Debt Schedule



Period Ending: 2017 Budget
date of update: August 24, 2018

home

Name	debt liquidated		Payment Method	Debt Held By Lendor	Paying Agent	Debt Payment	Debt Payment	Debt Payment	Debt Payment
	Debt Instrument	Debt Purpose							
Bond Debt									
Amort sch #									
10	2008 Bonds	Water & Olde Towne TIF Projects	wire transfer	bond holders	BONY Mellon	fund 19 43.2%	fund 80 56.8%		
11	2010A Bonds	LOC Payoff-Reynolds Building	wire transfer	bond holders	BONY Mellon	tax levy 100%			
12	2010B Bonds (BAB/RZEDB)	Water/Old Towne TIF Bonds	wire transfer	bond holders	BONY Mellon	fund 80 64.6%	tax levy 25.3%	fund 19 10.1%	
13	2010C Bonds	Parking Garage Renovation	wire transfer	bond holders	BONY Mellon	fund 19 50%	tax levy 50%		
14	2010D Bonds	Library	wire transfer	bond holders	BONY Mellon	tax levy 100%			
17	2012 Bonds	Refunding of 2004A GO Bonds	wire transfer	bond holders	US Bank	tax levy 100%			
18	2013 Bonds	Refunding of 2004B GO Bonds	wire transfer	bond holders	US Bank	fund 80 100%			
25	2014 Bonds	Lake Decatur Dredging	wire transfer	bond holders	US Bank	fund 80 100%			
32	2015 Bonds	Lake Decatur Dredging	wire transfer	bond holders	US Bank	fund 80 100%			
39	2016 Bonds	Lake Decatur Dredging	wire transfer	bond holders	US Bank	fund 80 100%			
48	2017 Bonds	Refunding of 2008 GO Bonds	wire transfer	bond holders	US Bank	fund 80 100%			
49	2018 Bonds	Lake Decatur Dredging, Fire Stations	wire transfer	bond holders	US Bank	fund 80	tax levy	tax levy	
xxx									
xxx									
Total Bond Debt									
Promissory Notes & Loans Payable									
6	HUD Section 108	Wabash Crossing	wire transfer	HUD 108 collections	BONY Mellon	fund 18 principal payment / fund 50 Pilot and or 21 interest pmt			
23	2013 Promissory Note	Jonson Controls Initiative	wire transfer	Regions Capital Advantage, Inc.	Regions Bank Trust	fund 80 94.0%	fund 10 1.0%	fund 60 4.0%	fund 70 1.0%
15	IEPA Contruction Loan	Nitrate Facility (L171674)	wire transfer	Illinois EPA	Amalgated Bank of Chicago	fund 80 100%			
16	IEPA Water Loan	Water Projects (L172552)	wire transfer	Illinois EPA	Amalgated Bank of Chicago	fund 80 100%			
28	IEPA Contruction Loan	Lakeshore Drive Sewer (L174873)	wire transfer	Illinois EPA	Amalgated Bank of Chicago	fund 79 100%			
29	Busey Bank	DPD Furniture & Technology (17355)	check	Busey Bank	Busey Bank	fund 10 100%			
34	IEPA Contruction Loan	Union Street Sewer (L175280)	wire transfer	Illinois EPA	Amalgated Bank of Chicago	fund 79 100%			
30	Busey Bank	Fire Apparatus - Pumper (20835)	check	Busey Bank	Busey Bank	fund 49 100%			
35	Soy Capital	Motorola Radio System	check	Soy Capital Bank & Trust	Soy Capital Bank & Trust	fund 10 80%	fund 70 20%		
33	Busey Bank	Police Vehicles - Interceptor (10) (21915)	check	Busey Bank	Busey Bank	fund 33 100%			
37	Busey Bank	Fire Facility Rehabilitation (24045)	wire transfer	Busey Bank	Busey Bank	fund 49 100%			
38	Busey Bank	Local Street Resurfacing (24040)	bank transfer	Busey Bank	Busey Bank	fund 42 100%			
45	IEPA Contruction Loan	7th Ward Sewer (L175329)	wire transfer	Illinois EPA	Amalgated Bank of Chicago	fund 79 100%			
43	Busey Bank	Police Vehicles - Interceptor (12) (26385)	check	Busey Bank	Busey Bank	fund 33 100%			
44	Busey Bank	Public Works Heavy Equipment (26530)	check	Busey Bank	Busey Bank	fund 61 100%			
46	IEPA Contruction Loan Pending	Nelson Park Storm Sewer (L175315)				fund 78 100%			
xxx									
Total Loans Payable									
Capital Leases									
19	Busey Bank	Fire Apparatus Arial Platform (10)	check	Busey Bank	Busey Bank	fund 49 100%			
22	Busey Bank	Water Service Truck (1) (10855)	check	Busey Bank	Busey Bank	fund 80 100%			
24	Busey Bank	Sewer Vactor Truck (1) (15820)	check	Busey Bank	Busey Bank	fund 79 100%			
26	Busey Bank	Water Service Truck (1) (17360)	check	Busey Bank	Busey Bank	fund 80 100%			
27	Busey Bank	Traffic Service Truck (1) (17365)	check	Busey Bank	Busey Bank	fund 10 100%			
36	Busey Bank	Fire Vehicles Interceptor (2) (23250)	check	Busey Bank	Busey Bank	fund 49 100%			
40	De Lage Landen	VOIP Telephone System	check	De Lage Landen Public Finance	De Lage Landen Public Finance	fund 10 100%			
41	PNC Equipment Finance	Fire Apparatus Pierce Pumper (202806)	check	PNC Equipment Finance	PNC Equipment Finance	fund 49 100%			
42	Presidio Technology Capital	IT Data Storage Equipment	check	Presidio Technology Capital	Presidio Technology Capital	fund 10 100%			
47	PNC Equipment Finance	Public Works Dump Trucks (2) (211637)	check	PNC Equipment Finance	PNC Equipment Finance	fund 61 100%			
xxx									
xxx									
xxx									
xxx									
xxx									
Total Capital Leases									
Total City Debt									

Water Bond Issue - Status of Water Bond Fund 89

Bond Issuance	2016
Par Value of Bonds	22,205,000
Premium	2,142,097
Total Source of Funds	24,347,097
Total Use of Funds	24,347,097
Underwriter's Discount	155,435
Bond Insurance	75,630
Closing Costs	112,230
Bond Proceeds	24,003,802

Project Scope	
Temporary Easements	-
Road Improvements	-
Dredging	24,003,802
Other	-
Total Scope	24,003,802

Fund Description Accounts for capital improvements that are financed by the proceeds from the issuance of bonds

The Lake Decatur Dredging initiative is a \$90.4 investment spanning 6 years with completion envisioned in 2019. The project includes the dredging of lake basins 1, 2, 3 and 4.

On November 9, 2016, the City issued general obligation bonds with 20 year maturity raising the cash proceeds to defray the cost of Phase II of the Lake Decatur Dredging Project.

The City will use additional bond financing in subsequent years to raise the cash proceeds to defray the cost of future expenditures. The City expects to issue bonds in subsequent fiscal years 2017 or 2018.

Actual Bond Spend Activity in Fiscal year 2016	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proceeds available to spend		-	-	-	-	-	-	-	-	-	24,003,802	24,003,802	
Revenues													
Interest Income											-	2,203	2,203
Expenditures													
Dredging - Great Lakes Dredge											-	1,214,410	1,214,410
Ending cash available	-	-	-	-	-	-	-	-	-	-	24,003,802	22,791,595	

Actual Bond Spend Activity in Fiscal year 2017	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proceeds available to spend	22,791,595	22,791,248	22,795,944	22,749,773	22,753,225	22,234,497	17,951,426	17,938,190	15,857,808	9,972,949	9,972,068	7,679,467	
Revenues													
Interest Income	(347)	4,697	7,195	3,452	23,154	14,404	2,854	8,160	7,921	5,883	15,268	16,367	109,007
Expenditures													
Dredging - Great Lakes Dredge	-	-	-	-	535,000	4,280,923	-	2,069,582	5,878,987.6		2,302,138	1,928,927	16,995,557
Dredging - Chastain & Assoc	-	-	53,366	-	6,882	16,551	16,090	18,960	13,792.4	6,764	5,732	3,096	141,234
Total Expenditures	-	-	53,366	-	541,882	4,297,475	16,090	2,088,541	5,892,780	6,764	2,307,870	1,932,023	17,136,791
Ending cash available	22,791,248	22,795,944	22,749,773	22,753,225	22,234,497	17,951,426	17,938,190	15,857,808	9,972,949	9,972,068	7,679,467	5,763,810	

Actual Bond Spend Activity in Fiscal year 2018	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proceeds available to spend	5,763,810	5,770,182	5,762,786	5,748,832	5,743,281	5,221,852	3,761,066	3,764,709	-	-	-	-	
Revenues													
Interest Income	6,372	192	308	1,423	1,357	1,050	3,644	-					14,346
Expenditures													
Dredging - Great Lakes Dredge	-	-	-	-	521,985	1,461,836	-	3,757,148					5,740,969
Dredging - Chastain & Assoc	-	7,588	-	1,284	801	-	-	7,562					17,234
Dredging - Klingner & Assoc	-	-	14,262	5,690	-	-	-	-					19,953
Total Expenditures	-	7,588	14,262	6,974	522,786	1,461,836	-	3,764,709	-	-	-	-	5,778,156
Ending cash available	5,770,182	5,762,786	5,748,832	5,743,281	5,221,852	3,761,066	3,764,709	-	-	-	-	-	

Water Bond Issue - Status of Water Bond Fund 89

Bond Issuance 2018	
Par Value of Bonds	16,210,000
Premium	1,561,921
Total Source of Funds	17,771,921
Total Use of Funds	17,771,921
Underwriter's Discount	113,470
Bond Insurance	51,964
Closing Costs	84,636
Bond Proceeds	17,521,851

Project Scope	
Temporary Easements	-
Road Improvements	-
Dredging	17,521,851
Other	-
Total Scope	17,521,851

Fund Description Accounts for capital improvements that are financed by the proceeds from the issuance of bonds

The Lake Decatur Dredging initiative is a \$90.4 investment spanning 6 years with completion envisioned in 2019. The project includes the dredging of lake basins 1, 2, 3 and 4.

On July 17, 2018, the City issued general obligation bonds with 20 year maturity raising the cash proceeds to defray the cost of Phase IV of the Lake Decatur Dredging Project.

Actual Bond Spend Activity in Fiscal year 2018	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proceeds available to spend		-	-	-	-	-	17,521,851	17,521,851	15,253,075	15,244,431	15,244,431	15,244,431	
Revenues													
Interest Income							-	1,704	185				1,888
Expenditures													
Dredging - Great Lakes Dredge							-	2,270,480	-				2,270,480
Dredging - Chastain & Assoc							-	-	8,829				8,829
Dredging - Klingner & Assoc							-	-	-				-
Total Expenditures	-	-	-	-	-	-	-	2,270,480	8,829	-	-	-	2,279,309
Ending cash available	-	-	-	-	-	-	17,521,851	15,253,075	15,244,431	15,244,431	15,244,431	15,244,431	

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

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

Period Ending: September, 2018

Div	Month of Fiscal Year	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																	
PROPERTY TAX TOTAL																	
var	REAL ESTATE TAX-CIVIL CITY	var	-	-	-	-	-	-	7,424,478	-					7,424,478	13,599,264	55%
var	REAL ESTATE TAX-TIF DISTRICTS	var	-	-	-	-	-	-	1,131,670	-					1,131,670	1,982,200	57%
OTHER TAXES TOTAL			-	-	-	-	-	-	8,556,148	-	-	-	-	-	8,556,148	15,581,464	55%
OTHER TAXES TOTAL																	
var	LOCAL SALES TAX	var	807,770	837,288	959,353	712,309	716,975	852,317	807,532	909,719					6,603,263	9,787,460	67%
var	STATE SALES TAX	var	882,653	917,921	1,088,364	840,607	819,180	978,292	942,693	1,010,708					7,480,419	11,067,740	68%
OTHER TAXES TOTAL			1,690,423	1,755,209	2,047,717	1,552,916	1,536,156	1,830,609	1,750,225	1,920,427	-	-	-	-	14,083,682	20,855,200	68%
GENERAL FUND																	
LOCAL TAXES																	
301302	CABLE TV TAX	10	-	255,934	-	21,185	231,760	-	20,461	232,277	-				761,617	1,055,000	72%
301203	FOOD & BEVERAGE TAX	10	285,512	240,470	238,274	292,841	266,555	288,486	280,926	279,629	291,560				2,464,253	3,257,000	76%
301204	HOTEL AND MOTEL TAX	10	43,682	52,238	58,642	73,099	85,446	87,172	90,274	89,610	97,966				678,128	848,000	80%
301106	MOBILE HOME PRIVELEGE TAX	10	-	-	-	-	-	-	-	-	-				-	11,000	0%
301103	PROPERTY TAX	10	-	-	-	-	-	-	5,264,402	-	-				5,264,402	9,642,679	55%
301202	TELEPHONE UTILITY TAX	10	141,050	141,599	142,414	138,931	137,566	140,821	133,121	134,839	135,127				1,245,468	1,674,000	74%
301209	UTILITY TAX - ELECTRIC & GAS	10	448,827	526,654	480,199	439,275	447,828	374,472	375,578	389,378	361,434				3,843,645	4,702,000	82%
Sub Total			919,072	1,216,894	919,528	965,331	1,169,155	890,950	6,164,762	1,125,733	886,087	-	-	-	14,257,513	21,189,679	67%
OTHER TAXES (REMITTED BY STATE)																	
301208	AUTO RENTAL TAX	10	2,869	2,657	2,554	2,478	2,321	2,604	2,762	2,982	3,151				24,378	31,000	79%
301205	LOCAL SALES TAX	10	789,250	818,768	945,129	693,789	698,455	833,797	789,012	899,886	872,135				7,340,220	9,551,800	77%
301207	LOCAL USE TAX	10	166,257	192,590	243,593	145,000	149,116	180,080	157,169	171,381	183,541				1,588,726	2,123,000	75%
302105	STATE INCOME TAX	10	578,461	837,319	420,941	646,373	1,044,019	482,298	652,113	478,694	467,186				5,607,403	6,783,000	83%
302104	STATE REPLACEMENT TAX	10	111,269	-	103,928	201,098	209,087	-	159,370	16,107	-				800,858	925,000	87%
301201	STATE SALES TAX	10	868,073	903,341	1,078,143	826,027	804,600	963,712	928,113	1,004,935	963,777				8,340,723	10,873,500	77%
301210	VIDEO GAMING TAX	10	94,074	95,249	90,255	104,905	146,340	82,850	102,801	98,937	100,064				915,475	1,130,000	81%
Sub Total			2,610,253	2,849,923	2,884,543	2,619,669	3,053,939	2,545,341	2,791,340	2,672,921	2,589,854	-	-	-	24,617,783	31,417,300	78%
OTHER GOVERNMENTAL SOURCES																	
301102	ROAD & BRIDGE TAX	10	-	-	-	-	-	-	203,509	-	-				203,509	395,000	52%
Sub Total			-	-	-	-	-	-	203,509	-	-	-	-	-	203,509	395,000	52%
CHARGE SERVICES (INTERNAL CITY)																	
303607	PAYMENT IN LIEU OF TAXES	10	110,342	110,342	110,342	110,342	110,342	110,342	110,342	110,342	110,342				993,082	1,324,109	75%
303621	ADMIN SERVICES	10	149,938	149,938	149,938	149,938	149,938	149,938	149,938	149,938	149,938				1,349,442	1,684,704	80%
303622	PUBLIC WORKS SERVICES	10	114,641	114,641	114,641	114,641	114,641	114,641	114,641	114,641	114,641				1,031,769	1,375,692	75%
303623	HUMAN RELATIONS SERVICES	10	4,197	4,197	4,197	4,197	4,197	4,197	4,197	4,197	4,197				37,773	50,364	75%
303624	PURCHASING SERVICES	10	11,658	11,658	11,658	11,658	11,658	11,658	11,658	11,658	11,658				104,922	139,896	75%
303626	BLDG INSPECTION SERVICES	10	15,750	15,750	15,750	15,750	15,750	15,750	15,750	15,750	15,750				141,750	189,000	75%
303627	PENSION FUND ADMIN SERV	10	4,286	4,286	4,286	4,286	4,286	4,286	4,286	4,286	4,286				38,574	51,432	75%
303628	SEWER FUND-EPA	10	27,624	27,624	27,624	27,624	27,624	27,624	27,624	27,624	27,624				248,616	331,488	75%
306700	IT SERVICES	10	73,152	73,152	73,152	73,152	73,152	73,152	73,152	73,152	73,152				658,368	877,824	75%
306707	CDBG PERSONNEL/EXP REIMB	10	51,120	32,244	36,333	34,669	20,226	5,840	5,059	119,941	36,890				342,321	393,247	87%
306751	HOME PERSONNEL/EXP REIMB	10	7,928	5,982	2,736	4,556	4,847	4,550	4,327	3,728	3,312				41,965	100,191	42%
306753	DUATS PERSONNEL/EXP REIMB	10	-	52,263	-	-	-	-	-	-	-				52,263	124,874	42%
303601	MFT REIMB-MSC/TRAF SIGNAL	10	44,276	30,587	57,818	31,170	40,716	41,824	30,107	52,475	51,296				380,269	430,000	88%
303606	WATER STREET CUTS	10	28,507	17,939	7,302	20,289	32,076	26,497	35,110	17,035	28,666				213,422	342,000	62%
Sub Total			643,420	650,603	615,777	602,272	609,453	590,300	586,191	704,767	631,752	-	-	-	5,634,536	7,414,821	76%

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

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

Period Ending: September, 2018

Div	Month of Fiscal Year	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
3rd Party Revenue																	
303413	AMEREN FRANCHISE PAYMENTS	10	76,759	76,759	76,759	76,759	76,759	76,759	76,759	76,759	76,759				690,834	921,000	75%
303510	ELECTRIC AGGREGATION ADMIN	10	5,341	8,593	6,148	5,512	5,405	5,233	8,000	10,079	10,498				64,809	99,000	65%
Sub Total			82,100	85,352	82,908	82,271	82,164	81,992	84,760	86,838	87,258	-	-	-	755,643	1,020,000	74%
Grants																	
302106	FEDERAL	10	-	-	-	-	-	-	-	-	-				-	-	-
302114	POLICE OT REIMBURSEMENTS	10	9,672	13,141	5,067	7,230	12,428	13,147	8,541	18,863	9,710				97,801	133,000	74%
302107	STATE GRANTS OR OTHER	10	-	-	-	-	-	-	-	-	-				-	117,000	0%
Sub Total			9,672	13,141	5,067	7,230	12,428	13,147	8,541	18,863	9,710	-	-	-	97,801	250,000	39%
Fees for Services External																	
303408	SANITARY DISTRICT - ADMIN	10	24,963	-	-	-	-	-	-	-	-				24,963	-	-
304300	ANIMAL REGISTRATION LATE FEES	10	700	605	675	495	700	620	765	750	555				5,865	9,000	65%
304302	GARBAGE HAULERS	10	-	-	-	-	-	-	-	1,400	-				1,400	27,000	5%
304303	CONTRACTOR LICENSES	10	6,625	850	575	275	450	375	275	1,925	3,175				14,525	34,000	43%
304304	LIQUOR LICENSES	10	3,558	(1,242)	2,136	19,600	248,925	237,660	4,811	2,471	200				518,119	504,000	103%
304306	BOAT LICENSES	10	-	-	18,346	24,226	45,385	18,891	12,535	2,224	474				122,079	120,000	102%
304307	OTHER LICENSES	10	5,219	2,070	4,606	9,000	2,473	2,590	1,188	1,940	3,694				32,780	221,000	15%
304401	BUILDING PERMITS	10	14,620	18,039	7,954	23,409	9,786	14,819	34,945	48,329	24,195				196,095	211,000	93%
304402	PIER PERMITS	10	-	-	10,553	27,834	26,325	10,059	976	244	-				75,990	83,000	92%
303301	ON STREET PARKING	10	421	1,183	373	741	1,037	1,091	418	616	867				6,747	8,000	84%
303302	PARKING LOT 1	10	1,535	735	1,860	1,702	1,940	1,559	1,936	1,890	1,745				14,902	24,000	62%
303306	PARKING LOT 10	10	633	698	829	700	785	777	805	926	799				6,953	10,000	70%
303308	GARAGE C	10	3,110	3,440	6,069	4,355	3,515	4,385	3,685	24,090	11,725				64,374	87,000	74%
303310	RESIDENTIAL PARKING	10	900	180	120	120	120	120	180	120	120				1,980	1,000	198%
303312	DOWNTOWN EMPL PARKING PERMIT	10	2,689	1,485	2,473	2,145	1,982	2,522	1,931	2,154	1,939				19,320	26,000	74%
304490	ADMIN COURT FINES	10	5,520	8,146	7,011	6,825	8,142	16,488	13,368	15,741	14,518				95,759	101,000	95%
305500	ADMINISTRATIVE COURT FEES	10	3,331	3,591	3,804	3,741	4,896	5,602	5,430	5,671	5,574				41,640	54,000	77%
305501	COURT FINES	10	10,311	16,396	18,503	18,375	14,424	18,924	12,638	13,222	15,467				138,260	195,000	71%
305502	BOOT FEE	10	525	735	420	630	560	455	665	420	490				4,900	7,000	70%
305503	WEED CUTTING FEES	10	3,807	3,931	2,038	4,814	2,360	5,661	9,015	7,323	8,187				47,137	51,000	92%
305505	ILLEGAL USE OF VEHICLE	10	25,185	22,135	29,625	21,770	30,500	23,700	29,500	33,750	26,765				242,930	357,000	68%
305506	OVERTIME PARKING FEES	10	15,806	14,673	14,733	13,535	15,924	15,603	15,193	13,656	10,398				129,522	177,000	73%
305507	VARIANCE AND ZONING	10	635	413	695	890	1,355	695	1,515	350	1,205				7,753	9,000	86%
305513	OTHER FINES AND FEES	10	600	165	638	6	300	450	400	450	300				3,309	8,000	41%
305516	PET CITATIONS	10	5,624	7,221	5,187	8,265	4,969	6,788	5,253	4,907	4,534				52,748	60,000	88%
305517	DUCK BLIND FEES	10	-	-	-	-	-	-	-	-	748				748	1,000	75%
305520	TRASH & CLEAN UP FINES	10	3,609	3,788	4,694	7,245	5,912	3,783	3,381	1,413	3,266				37,092	73,000	51%
303415	PROFESSIONAL STANDARDS	10	-	100	-	1,477	1,401	1,305	(74)	-	-				4,209	1,500	281%
308801	RENTAL OF CITY PROPERTY	10	100	100	100	100	200	-	100	100	-				800	1,200	67%
308802	SALE OF CITY PROPERTY	10	-	-	-	-	-	500	-	-	-				500	-	-
308803	SALE OF OTHER PROPERTY	10	150	-	-	-	-	-	250	-	-				400	-	-
308807	DEMOLITION PAYMENTS	10	4,085	3,875	3,144	20,411	11,822	3,035	2,040	2,030	2,420				52,862	35,000	151%
308810	DAMAGE TO CITY PROPERTY	10	-	2,208	-	-	15,281	140	-	60	-				17,689	2,500	708%
308814	INVENTORY REIMBURSEMENTS	10	-	-	-	-	-	-	-	-	(0)				(0)	-	-
308817	NOISE ORDINANCE FINES	10	-	-	-	-	483	-	-	-	-				483	-	-
308890	REIMBURSEMENT OF EXPENSE	10	21	-	29,244	2,780	2,485	20	-	586	21				35,157	-	-
308898	BANK RECONCILIATION ADJ	10	-	(285)	-	(230)	(161)	-	(263)	-	-				(940)	-	-
308899	MISCELLANEOUS INCOME	10	5,123	1,464	3,285	2,361	7,224	404	2,234	2,672	1,999				26,765	50,000	54%
310010	FIRE PROGRAMS	10	160	160	240	3,160	-	300	345	90	280				4,735	12,000	39%
305512	FIRE & BURGLAR ALARMS	10	-	100	100	-	-	-	400	300	500				1,400	11,000	13%
305514	POLICE RECORDS	10	961	625	1,087	991	1,000	912	1,191	1,004	775				8,546	10,000	85%
302401	STATE ROUTE MAINTENANCE	10	29,425	-	-	29,425	-	-	-	-	-				58,851	117,000	50%
303405	SCHOOL DISTRICT REIMB	10	-	199,693	-	-	-	-	-	-	198,557				398,250	406,000	98%
Sub Total			179,953	317,277	181,117	261,171	472,500	400,231	167,030	192,826	345,492	-	-	-	2,517,599	3,104,200	81%
Investment/Other Income																	
307101	INTEREST INCOME	10	882	442	646	6,298	2,946	2,847	3,003	2,569	2,409				22,042	9,000	245%
Sub Total			882	442	646	6,298	2,946	2,847	3,003	2,569	2,409	-	-	-	22,042	9,000	245%
General Fund Total			4,445,352	5,133,634	4,689,586	4,544,243	5,402,585	4,524,808	10,009,137	4,804,518	4,552,562	-	-	-	48,106,424	64,800,000	74%

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

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

Period Ending: September, 2018

Month of Fiscal Year		1	2	3	4	5	6	7	8	9	10	11	12	Actual	Revised	% of
Div	Fund	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Budget	Budget
Development Services																
various	PLANNING	12	21,993	25,408	22,092	24,243	5,500	45,768	26,239	27,594	28,205			227,042	324,000	70%
various	HOME PROGRAM	17	15,692	6,136	4,738	11,418	8,042	6,529	30,821	4,394	7,359			95,128	840,899	11%
various	CDBG	18	51,395	57,369	57,288	54,585	34,936	45,910	35,934	337,200	78,136			752,753	1,896,919	40%
various	DUATS	22	11	54,849	3	55	29	27	27	16	13			55,031	260,000	21%
various	PEG PROJECTS	40	46	18,220	3	4,358	15,556	51	4,138	15,651	14			58,037	84,250	69%
various	MASS TRANSIT	70	45,516	2,545,745	2,365,708	45,562	50,122	52,556	52,254	46,645	90,979			5,295,087	8,236,980	64%
various	DCDF	82	386	1,822	1,458	1,591	1,705	2,922	519	2,767	148			13,319	20,000	67%
various	NEIGHBORHOOD IMPROVEMENTS	83	6	1	2	29	13	12	9	4	3			80	100	80%
various	COMMUNITY REVITALIZATION	84	29	26	58	634	511	488	300,625	359	403			303,133	300,000	101%
various	RECYCLING	88	63,843	53,320	59,589	58,157	61,386	55,285	57,410	64,727	48,008			521,724	698,000	75%
Sub Total			198,916	2,762,896	2,510,939	200,632	177,800	209,549	507,977	499,357	253,270	-	-	7,321,336	12,661,148	58%
Redevelopment & TIF																
various	OLDE TOWNE TIF	19	25	0	1	246	76,640	80	476,472	79	(33,234)			520,309	1,171,887	44%
various	SE PLAZA TIF	20	9,361	9,301	6,925	9,457	9,364	9,362	187,962	6,472	9,361			257,564	441,900	58%
various	WABASH CROSSING TIF	21	33	4	8	194	88	77	272,526	97	82			273,108	232,000	118%
various	EASTGATE TIF	23	16,758	16,610	18,144	16,836	16,828	16,960	102,539	10,001	16,209			230,884	323,550	71%
various	SOUTHSIDE TIF	24	11	1	3	50	24	23	17,884	18	15			18,029	28,000	64%
various	PINES SHOPPING CENTER TIF	28	2,674	2,662	1,391	2,694	2,673	2,673	38,813	3,597	2,672			59,850	110,200	54%
various	GRAND & OAKLAND TIF	29	4,965	4,944	(1,482)	5,002	4,963	4,963	68,894	(4,319)	4,959			92,889	198,550	47%
Sub Total			33,826	33,523	24,990	34,478	110,580	34,138	1,165,089	15,946	64	-	-	1,452,633	2,506,087	58%
Public Safety																
various	DRUG ENFORCEMENT	25	668	1,428	68,616	96,346	173,814	19,477	1,092	20,566	405			382,411	182,300	210%
various	DUI COURT FINES	26	6,035	7,444	8,326	6,568	7,643	10,213	10,690	5,747	5,241			67,908	118,965	57%
various	POLICE PROGRAMS/LAB	27	601	1	402	52	12,312	374	205	222	102			14,272	15,010	95%
various	FIRE EMERGENCY GRANT	32	-	-	-	-	-	-	-	-	-			-	100,000	0%
various	POLICE CAPITAL	33	292	88,686	27	2,298	2,194	8,829	(263)	88,606	99			190,768	182,300	105%
various	FOREIGN FIRE INSURANCE	37	-	-	-	-	-	-	-	-	-			-	-	-
various	2018 PROJECT FUND	44	-	-	-	-	-	-	10,730,323	(154,293)	615			10,576,645	10,600,000	100%
various	FIRE CAPITAL	49	8,990	42,749	130,000	30,547	21,533	943,692	314	194	164,328			1,342,348	1,505,000	89%
Sub Total			16,587	140,308	207,371	135,811	217,498	982,585	10,742,361	(38,957)	170,791	-	-	12,574,352	12,703,575	99%
Debt Service																
various	DEBT SERVICE	50	20,734	20,598	20,592	21,190	20,815	20,799	594,497	179,561	(138,063)			760,723	1,297,942	59%
Public Works & Capital																
various	LOCAL STREETS & ROADS	42	217,150	137,641	136,598	150,292	148,120	154,269	701,598	180,479	926,248			2,752,395	4,802,000	57%
various	CAPITAL STREET PROJECTS	45	5	1	1	20	10	10	10	262	438			756	-	-
various	MFT PROJECTS	46	174,307	195,202	149,302	149,675	193,659	161,361	177,456	184,190	166,964			1,552,116	2,187,950	71%
various	MAJOR MOVES	47	19	30,002	6	100	45	33	49,734	24,325	8			104,272	2,530,000	4%
various	FLEET MAINTENANCE	60	211,182	210,125	208,598	204,695	206,440	210,780	219,195	214,957	219,357			1,905,329	2,611,465	73%
various	EQUIPMENT REPLACEMENT	61	(3,181)	5,397	935	3,915	156	356	373	211	1,049			9,210	-	-
various	STORMWATER PROJECTS	78	299,660	278,319	119,305	180,292	144,157	117,556	126,105	384,317	402,087			2,051,798	4,668,200	44%
various	SEWER PROJECTS	79	1,376,328	442,800	1,734,953	472,207	473,194	616,286	576,075	612,690	524,743			6,829,277	11,249,900	61%
Sub Total			2,275,471	1,299,487	2,349,698	1,161,197	1,165,780	1,260,652	1,850,545	1,601,430	2,240,894	-	-	15,205,153	28,049,515	54%
Library																
various	LIBRARY OPERATIONS	35	73,642	54,599	72,091	160,397	110,057	38,636	1,732,709	43,182	38,926			2,324,239	3,635,215	64%
various	LIBRARY CAPITAL	58	3	3	7	107	58	55	58	34	29			354	20,000	2%
various	LIBRARY TRUST FUNDS	59	306	6	13	279	594	1,029	1,707	10,060	51			14,046	10,000	140%
Sub Total			73,952	54,608	72,111	160,783	110,709	39,719	1,734,474	53,276	39,006	-	-	2,338,638	3,665,215	64%

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

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

Period Ending: September, 2018

Div	Month of Fiscal Year	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
Other Miscellaneous																	
various	BUILDING FUND	34	49,535	49,518	49,524	49,677	49,602	49,599	49,610	49,579	49,567				446,210	594,288	75%
various	BAND	36	787	782	783	808	1,342	6,651	38,317	1,184	1,257				51,912	93,077	56%
various	RISK MANAGEMENT	64	258,786	393,585	258,619	259,533	259,054	259,269	259,080	258,917	258,905				2,465,748	3,241,284	76%
various	EMPLOYEE BENEFIT	65	667,812	674,969	695,610	669,707	980,417	640,805	657,141	755,273	662,047				6,403,780	9,073,156	71%
various	FIBER OPTICS	77	49	221,949	904	23,245	963	8,626	8,622	326,921	960				592,240	230,000	257%
Sub Total			976,970	1,340,803	1,005,439	1,002,970	1,291,379	964,950	1,012,769	1,391,874	972,737	-	-	-	9,959,890	13,231,805	75%
Water Utility & Capital																	
various	WATER	80	2,310,310	2,484,684	2,331,672	2,310,400	2,552,334	2,469,590	2,778,625	2,760,847	2,615,531				22,613,992	30,111,992	75%
various	WATER CAPITAL	81	2,691	384	1,001,233	15,041	7,721	7,134	2,007,639	4,557	3,551				3,049,950	3,756,000	81%
various	WATER BOND FUND	89	6,372	192	308	1,423	1,357	1,050	17,775,565	1,704	185				17,788,155	19,023,500	94%
Sub Total			2,319,373	2,485,259	3,333,213	2,326,863	2,561,411	2,477,774	22,561,829	2,767,107	2,619,267	-	-	-	43,452,097	52,891,492	82%
Fudiciary Trust & Agency																	
various	FIRE PENSION	90	342,399	362,417	281,950	280,688	500,519	123,383	3,117,365	394,012	316,448				5,719,182	9,961,294	57%
various	POLICE PENSION	91	669,225	389,874	932,995	324,363	298,744	137,579	2,427,644	283,254	528,852				5,992,530	12,239,078	49%
Sub Total			1,011,625	752,290	1,214,945	605,051	799,264	260,962	5,545,009	677,267	845,300	-	-	-	11,711,712	22,200,372	53%
Grand Total Revenues			11,372,805	14,023,404	15,428,884	10,193,217	11,857,821	10,775,935	55,723,687	11,951,378	11,555,826	-	-	-	152,882,957	214,007,151	71%

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

home

Net Assessed Value \$: 833,357,715 certified
City Tax Rate: 1.66519% certified

Assessed Value Year
Pay Year

2017
2018
Pending

note	Tax Levy Item	Fund	Net Assessed	input	input	input	Billed
			Value	Tax	Tax Levy	Extension	
			certified	Rate	\$ Amount	\$ Amount	\$ Amount
			certified	certified	ordinance	certified	certified
	General Obligation Bond Debt	50	833,357,715	0.12868%	1,072,332.28	1,072,364.76	1,072,364.76
	General Purpose	10	833,357,715	0.10290%	857,468.00	857,525.13	857,525.13
	Fire Pension	10	833,357,715	0.58799%	4,900,000.00	4,900,060.25	4,900,060.25
	Police Pension	10	833,357,715	0.48983%	4,082,000.00	4,082,036.28	4,082,036.28
	City Library	35	833,357,715	0.34799%	2,900,000.00	2,900,001.65	2,900,001.65
	Municipal Band	36	833,357,715	0.00780%	65,000.00	65,001.90	65,001.90
	Mass Transit						
	Bonds Public Building						
1	Total City		833,357,715	1.66519%	13,876,800.28	13,876,989.97	13,876,989.97
			ok	ok	ok	ok	ok
						1.66519	
	TIF District (tax code district)		AV Increment	input	AV Increment	Extension	Billed
			Value	Tax	\$ Amount	\$ Amount	\$ Amount
			certified	Rate		certified	certified
	ZTF3 Pines TIF (4062)	28	689,974	10.47455%	72,271.67	72,271.73	72,271.73
	ZTF4 SE Plaza TIF (9542)	20	3,332,550	9.57320%	319,031.68	319,031.71	319,031.71
	ZTF5 Olde Towne TIF (4555)	19	9,971,266	10.47455%	1,044,445.24	1,044,448.71	1,044,448.71
	ZTF6 Near North TIF (4455)	21	5,334,892	10.47455%	558,805.93	558,807.54	558,807.54
	ZTF8 Eastgate TIF (9543)	23	963,211	9.87921%	95,157.64	95,157.67	95,157.67
	ZTF0 Grand & Oakland (4062)	29	1,220,524	10.47455%	127,844.40	127,844.53	127,844.53
	ZTFA SS Redevelopment (xxxx)	24	193,524	10.28152%	19,897.21	19,879.22	19,879.22
2	Redevelopment TIF		21,705,941		2,237,453.76	2,237,441.11	2,237,441.11
			ok			ok	ok
	Total Property Tax Levy				16,114,254.04	16,114,431.08	16,114,431.08

Note(s)

- 1 Data per City of Decatur 2017 Tax Levy - certification and extension dated April 19, 2018 certified May 8, 2018 received by City May 09, 2018
- 2 Data per Macon County - AV increment, Tax Rates, certification and extention dated May 08, 2018 received by City May 09, 2018

Prepared By:
Office of the City Treasurer

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

**Assessed Value Year
Pay Year**

**2017
2018
Pending**

Tax Levy Item	Fund	Billed \$ Amount	99.0% Collection Rate	Expected Collection \$ Amount	input	input	input	Total Distribution	Expected Account Receivable \$ Amount	Actual Collection Rate
					Distribution 1 7/18/2018	Distribution 2 9/xx/2018	Distribution 3 12/xx/2018			
General Obligation Bond Debt	50	1,072,364.76	99.0%	1,061,641.00	573,736.75			573,736.75	487,904.25	53.5%
General Purpose	10	857,525.13	99.0%	848,950.00	458,794.42			458,794.42	390,155.58	53.5%
Fire Pension	10	4,900,060.25	99.0%	4,851,060.00	2,621,633.89			2,621,633.89	2,229,426.11	53.5%
Police Pension	10	4,082,036.28	99.0%	4,041,216.00	2,183,973.44			2,183,973.44	1,857,242.56	53.5%
City Library	35	2,900,001.65	99.0%	2,871,002.00	1,551,560.80			1,551,560.80	1,319,441.20	53.5%
Municipal Band	36	65,001.90	99.0%	64,352.00	34,778.26			34,778.26	29,573.74	53.5%
Mass Transit		-						-	-	
Public Building Bonds		-						-	-	
Total City		13,876,989.97		13,738,221.00	7,424,477.56	-	-	7,424,477.56	6,313,743.44	53.5%
City Collection Rate:								53.5%		
ZTF3 Pines TIF (4062)	28	72,271.73	100.0%	72,272.00	36,135.84			36,135.84	36,136.16	50.0%
ZTF4 SE Plaza TIF (9542)	20	319,031.71	100.0%	319,032.00	178,566.63			178,566.63	140,465.37	56.0%
ZTF5 Olde Towne TIF (4555)	19	1,044,448.71	98.0%	1,023,560.00	476,452.17			476,452.17	547,107.83	45.6%
ZTF6 Near North TIF (4455)	21	558,807.54	100.0%	558,808.00	272,437.73			272,437.73	286,370.27	48.8%
ZTF8 Eastgate TIF (9543)	23	95,157.67	100.0%	95,158.00	86,296.45			86,296.45	8,861.55	90.7%
ZTF0 Grand & Oakland (xxxx)	29	127,844.53	100.0%	127,845.00	63,922.80			63,922.80	63,922.20	50.0%
ZTFA SS Redevelopment (xxxx)	24	19,897.22	100.0%	19,897.00	17,858.49			17,858.49	2,038.51	89.8%
Redevelopment TIF		2,237,459.11		2,216,572.00	1,131,670.11	-	-	1,131,670.11	1,084,901.89	50.6%
City Collection Rate:								50.6%		
Total Property Tax Levy		16,114,449.08		15,954,793.00	8,556,147.67	-	-	8,556,147.67	7,398,645.33	53.1%
City Collection Rate:					ok	ok		53.1%		

Note(s)

- 1 Payment received 07/18/2018 from Macon County Treasurer with check distribution / checks 16103,16133,16221,16246,16248,16269,16142,16270, dated July 11, 2018
- 2 Payment received 09/xx/2018 from Macon County Treasurer with check distribution / checks xxxxx, dated September xx, 2018
- 3 Payment received 12/xx/2018 from Macon County Treasurer with check distribution / checks xxxxx, dated December xx, 2018

Footnote (Not a part of City Tax Levy)

	input	input	input	Total
	Distribution 1 7/18/2018	Distribution 2 9/xx/2018	Distribution 3 12/xx/2018	Distribution
Decatur Road & Bridge Tax Distribution	10-0831-301102	203,508.50	-	203,508.50
Total County Distribution to Civil City	7,627,986.06	-	-	7,627,986.06
	ok	ok	ok	

Footnote (Not a part of City Tax Levy)

Decatur Mobile Home Privilege Tax Distribution	10-0231-301106	-	-	-	-	test s/b "0"
Distribution to City including TIF & Mobile Home	8,759,656.17	-	-	-	8,759,656.17	-
	ok	ok	ok			
General Obligation Bond Debt	50-43500-301103	573,736.75	ZTF3 Pines TIF (4062)	28-43281-301103	36,135.84	
General Purpose	10-0231-301103	458,794.42	ZTF4 SE Plaza TIF (9542)	20-43200-301103	178,566.63	
Fire Pension	10-0231-301103	2,621,633.89	ZTF5 Olde Towne TIF (4555)	19-45190-301103	476,452.17	
Police Pension	10-0231-301103	2,183,973.44	ZTF6 Near North TIF (4455)	21-43210-301103	272,437.73	
City Library	35-59350-301103	1,551,560.80	ZTF8 Eastgate TIF (9543)	23-43230-301103	86,296.45	
Municipal Band	36-43360-301103	34,778.26	ZTF0 Grand & Oakland (xxxx)	29-43291-301103	63,922.80	
			ZTFA SS Redevelopment (xxxx)	24-43241-301103	17,858.49	

Prepared By:
Office of the City Treasurer

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

Period Ending: September, 2018

Grant ID	Div	Grant Name	State	Federal	In Budget	Status	Grant Amount
1	050	Planning & Sustainability 702202 ITEP DECATUR CORRIDOR MONUMENT		X	Y	ACTIVE	1,000,000
35	050	Planning & Sustainability 18T0015 3-C TRANSPORTATION PLANNING ACTIVITIES (DUATS PL)	X	X	Y	ACTIVE	268,705
36	050	Planning & Sustainability 18T0015 TECHNICAL STUDIES GRANT (DUATS FTA)	X	X	Y	ACTIVE	67,176
42	053	Neighborhood Services APP-51418 ABANDONED RESIDENTIAL PROPERTY MUNICIPALITY RELEIF PROGRAM	X		N	PENDING	125,000
C2015	054	Neighborhood Outreach B-15-MC-17-0008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)		X	Y	ACTIVE	1,241,326
C2016	054	Neighborhood Outreach B-16-MC-17-0008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)		X	Y	ACTIVE	1,268,061
C2017	054	Neighborhood Outreach B-17-MC-17-0008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)		X	Y	ACTIVE	1,262,045
H2015	054	Neighborhood Outreach M-15-MC-17-0203 HOME INVESTMENT PARTNERSHIP		X	Y	ACTIVE	269,693
H2016	054	Neighborhood Outreach M-16-MC-17-0203 HOME INVESTMENT PARTNERSHIP		X	Y	ACTIVE	327,118
H2017	054	Neighborhood Outreach M-17-MC-17-0203 HOME INVESTMENT PARTNERSHIP		X	Y	ACTIVE	330,899
32	065	Police 2017 BULLETPROOF VEST PARTNERSHIP (BVP)		X	Y	ACTIVE	26,954
34	065	Police AP-18-0120 STEP		X	Y	ACTIVE	70,566
43	065	Police AP-19-PENDING STEP		X	Y	ACTIVE	69,540
J2016	065	Police 2016-DJ-BX-0285 JUSTICE ASSISTANCE GRANT		X	N	ACTIVE	30,236
39	070	Fire EMW-2017-FP-00223 COMMUNITY RISK REDUCTION PROJECT GRANT		X	N	PENDING	30,475
40	070	Fire EMW-2017-FO-03697 OPERATINGS AND SAFETY		X	N	PENDING	200,000
41	070	Fire 18-PENDING# SMALL EQUIP GRANT PROGRAM	X		N	PENDING	25,500
09331	082	Public Works P-97-072-10 ILLINIOS JOBS NOW; BRUSH COLLEGE SUBWAY IMPROVEMENTS	X		Y	ACTIVE	1,465,557
09334	082	Public Works R-97-007-17 ILLINOIS JOBS NOW; BRUSH COLLEGE RD EXPENSION R-O-W	X		Y	ACTIVE	2,006,014
09335	082	Public Works IL COMPETITIVE FREIGHT PROGRAM-BRUSH COLLEGE/FAIRES PKWY GRADE SEP		X	N	ACTIVE	25,000,000
1222	082	Public Works NELSON PARK BIORENTENTION PROJECT	X		N	PENDING	575,000
12221	082	Public Works IEPA L17-5315 WATER PLLUTION CONTROL-NELSON PARK SEWER		X	Y	ACTIVE	4,844,000
1325	082	Public Works 95784 MOUND ROAD BRIDGE		X	N	ACTIVE	818,214
1406	082	Public Works 15-203002 IL DCEO (MIDWEST INLAND PORT TRANSPORTATION STUDY)	X		N	ON HOLD	250,000
14061	082	Public Works SPR-PL3000(52) MIDWEST INLAND PORT (MIP) TRANSPORTATION STUDY		X	N	ON HOLD	180,000
14062	082	Public Works 17 751 04201 SUPPLY CHAIN NETWORK PLANNING & OPTIMIZATION STRATEGY		X	N	ACTIVE	230,020
1507	082	Public Works IEPA L17-5329 WATER PLLUTION CONTROL-7TH WARD SEWER		X	Y	ACTIVE	9,203,831
L2017	350	Library FY2017 IL PUBLIC LIBRARY PER CAPITA GRANT	X		Y	ACTIVE	59,104
38	350	Library 18-3007-PNG PROJECT NEXT GENERATION		X	Y	ACTIVE	12,200
F13	700	Mass Transit IL-90-X710 FY13 CAPITAL PROJECT		X	Y	ACTIVE	80,320
F16-1	700	Mass Transit IL-2016-027-00 FY1 OPERATING ASSISTANCE/CAPITAL		X	Y	ACTIVE	1,651,807
F17-1	700	Mass Transit IL-2017-029-01 FY17 OPERATING ASSISTANCE		X	Y	ACTIVE	1,612,548
F17-2	700	Mass Transit IL-2017-029-02 FY17 REPLACEMENT OF CARPETING & BUS STOP IMPROVEMENTS		X	Y	ACTIVE	153,802
F18	700	Mass Transit IL-2018-PND FY18 OPERATING ASSISTANCE		X	Y	SUBMITTED	1,650,000
F19	700	Mass Transit IL-2019-PND FY19 OPERATING ASSISTANCE		X	Y	SUBMITTED	1,700,000
FC18	700	Mass Transit IL-2018-PND FY18 CAPITAL		X	Y	SUBMITTED	152,000
FC19	700	Mass Transit IL-2019-PND FY19 CAPITAL		X	Y	SUBMITTED	148,400
S18	700	Mass Transit OP-18-08-IL #4876 FY-2018 DOWNSTATE OPERATING ASSISTANCE GRANT	X		Y	ACTIVE	10,051,800
S19	700	Mass Transit OP-19-08-IL #Pending FY-2019 DOWNSTATE OPERATING ASSISTANCE GRANT	X		Y	PENDING	11,057,000
SC14	700	Mass Transit CAP-14-1034-ILL #4464 CAPITAL GRANT	X		Y	ACTIVE	3,190,000

Bold print indicates information updated from previous month's report

City of Decatur
City Treasurer's Financial Report
Expenditure Tracking

September, 2018

Div	Month of Fiscal Year	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
General Government																		
010	LEGISLATIVE	10	3,611	2,410	3,200	2,414	3,572	10,175	2,784	2,859	2,959				33,984	59,964	59,964	57%
015	EXECUTIVE	10	55,500	51,849	52,743	53,684	77,189	57,300	101,893	36,496	38,308				524,962	725,522	725,522	72%
016	HUMAN RESOURCES	10	37,668	46,209	56,180	43,515	63,666	48,528	41,967	55,263	34,794				427,790	629,533	629,533	68%
017	INFORMATION TECHNOLOGIES	10	177,727	121,354	136,023	263,603	170,777	100,587	235,124	155,738	100,047				1,460,980	1,914,833	1,914,833	76%
018	CITY CLERK	10	2,918	2,393	1,698	2,364	1,682	1,761	1,694	1,772	2,437				18,718	28,514	28,514	66%
020	LEGAL	10	96,775	85,767	90,223	78,509	107,293	77,104	85,093	70,097	31,888				722,750	879,594	949,234	76%
035	FINANCE	10	87,132	92,208	96,741	133,032	152,928	104,509	98,094	88,567	89,719				942,931	1,380,147	1,380,147	68%
037	PURCHASING	10	16,389	16,915	16,463	16,780	24,718	18,523	16,410	16,620	17,199				160,017	223,082	223,082	72%
038	CIVIC CENTER	10	18,204	20,678	15,442	18,937	16,309	14,339	27,262	16,685	18,252				166,108	230,238	230,238	72%
039	CITY GENERAL ADMINISTRATIVE	10	23,097	95,003	164,436	82,750	5,000	10,312	774,157	126,438	5,000				1,286,194	3,053,285	3,239,285	40%
Sub Total			519,022	534,786	633,149	695,588	623,133	443,138	1,384,479	570,535	340,603	-	-	-	5,744,433	9,124,712	9,380,352	61%
Development Services																		
050	PLANNING & SUSTAINABILITY	10	43,665	32,280	31,413	32,796	47,032	31,262	32,510	36,444	39,653				327,054	634,335	634,335	52%
052	BUILDING INSPECTIONS	10	43,496	41,807	44,445	43,114	62,580	43,136	46,796	52,621	53,681				431,675	667,200	597,560	72%
053	NEIGHBORHOOD INSPECTIONS	10	45,004	42,479	42,758	46,765	81,396	58,703	63,599	68,323	55,100				504,128	750,694	750,694	67%
054	NEIGHBORHOOD OUTREACH	10	25,158	24,774	24,775	24,775	37,083	24,895	24,811	24,776	26,486				237,535	332,719	332,719	71%
Sub Total			157,323	141,341	143,391	147,450	228,092	157,996	167,716	182,164	174,920	-	-	-	1,500,392	2,384,948	2,315,308	65%
Public Safety																		
060	EMERGENCY COMMUNICATIONS	10	39,010	-	-	-	-	-	-	-	-				39,010	226,000	40,000	98%
065	POLICE	10	1,902,663	1,586,022	1,453,265	1,855,333	2,154,349	1,509,615	3,951,973	1,580,068	1,520,705				17,513,995	26,646,611	26,646,611	66%
070	FIRE	10	1,193,479	1,046,153	1,192,532	1,142,806	1,560,942	1,108,171	3,783,663	1,204,078	1,161,708				13,393,532	19,777,504	19,777,504	68%
Sub Total			3,135,152	2,632,175	2,645,797	2,998,139	3,715,290	2,617,786	7,735,636	2,784,147	2,682,413	-	-	-	30,946,537	46,650,115	46,464,115	67%
Public Works																		
080	PUBLIC WORKS ADMIN	10	152,230	25,796	50,018	29,268	37,071	29,907	28,950	27,843	20,401				401,484	454,973	454,973	88%
082	ENGINEERING	10	75,725	75,688	84,767	67,269	107,283	87,439	77,603	82,890	85,522				744,185	1,258,764	1,258,764	59%
083	MUNICIPAL SERVICES	10	373,360	350,223	346,841	328,161	463,525	337,480	348,902	359,201	338,175				3,245,869	4,673,548	4,673,548	69%
084	STREETS	10	67,056	70,855	111,086	74,129	75,419	108,993	92,835	21,026	65,914				687,312	896,717	896,717	77%
086	TRAFFIC & PARKING	10	179,095	162,990	59,644	320,348	156,462	148,419	121,541	159,597	218,974				1,527,070	2,020,086	2,020,086	76%
088	URBAN FORESTRY	10	23,836	26,167	28,504	23,629	24,550	31,389	119,492	25,181	29,628				332,376	531,137	531,137	63%
Sub Total			871,302	711,720	680,860	842,805	864,310	743,627	789,323	675,738	758,613	-	-	-	6,938,296	9,835,225	9,835,225	71%
General Fund Expenditure Total			4,682,799	4,020,022	4,103,197	4,683,983	5,430,824	3,962,547	10,077,154	4,212,584	3,956,549	-	-	-	45,129,659	67,995,000	67,995,000	66%

City of Decatur
City Treasurer's Financial Report
Expenditure Tracking

September, 2018

Div	Month of Fiscal Year	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
Development Services																		
120	PLANNING	12	1,196	18,234	642	150,792	15,308	25,329	5,928	41,477	(43)				258,864	553,500	553,500	47%
170	HOME PROGRAM	17	7,939	6,049	2,880	4,649	4,968	4,814	4,556	3,734	3,320				42,909	296,739	296,739	14%
171	PROGRAM DELIVERY COSTS	17	5,960	58	193	-	-	1,750	74,213	308	58				82,540	544,160	544,160	15%
181	PROJECTS	18	24,395	16,981	16,981	22,467	12,952	9,677	4,417	66,015	19,091				192,976	908,377	908,377	21%
183	REHAB PROJECTS	18	3,443	24,252	30,997	9,019	3,645	52,188	34,062	8,814	41,326				207,745	549,108	549,108	38%
184	ADMINISTRATION	18	23,345	14,179	17,453	14,798	9,469	2,401	191,167	58,586	17,720				349,118	439,434	439,434	79%
220	DUATS	22	-	52,745	-	397	-	478	114	-	279				54,012	260,000	260,000	21%
400	PEG PROJECTS	40	2,706	222,747	2,674	2,207	3,205	2,706	2,706	20,706	2,706				262,360	305,154	305,154	86%
701	MT-OPERATIONS	70	67,060	74,244	70,368	106,834	96,286	75,824	81,848	74,907	160,523				807,895	1,170,354	1,170,354	69%
702	MT-MAINTENANCE	70	148,558	126,374	132,822	111,868	122,920	130,129	111,399	127,347	108,786				1,120,202	1,483,059	1,483,059	76%
703	MT-TRANSPORTATION	70	283,302	429,027	347,958	363,721	423,723	338,303	354,091	325,004	403,907				3,269,037	4,863,603	4,863,603	67%
704	MT-INSURANCE	70	10,705	46,389	2,310	40,400	14,081	388	388	6,051	145,501				266,212	374,656	374,656	71%
705	MT-CAPITAL	70	59,116	3,111	-	-	-	-	-	-	63,895				126,122	345,308	345,308	37%
820	DCDF	82	269	2,269	1,041	66	3,910	1,533	985	11	565				10,649	135,600	135,600	8%
830	NEIGHBORHOOD IMPROVEMENTS	83	-	337	75	-	469	6,550	6,241	-	354				14,025	20,378	30,378	46%
840	COMMUNITY REVITALIZATION	84	31,135	-	-	-	-	-	-	-	-				31,135	300,000	1,300,000	2%
880	RECYCLING	88	52,458	48,867	55,925	48,900	56,890	58,168	64,692	48,569	53,589				488,058	661,495	661,495	74%
Sub Total			721,585	1,085,863	682,318	876,116	767,826	710,237	936,806	781,531	1,021,576	-	-	-	7,583,858	13,210,925	14,220,925	53%
Redevelopment & TIF																		
190	OLDE TOWNE TIF	19	-	-	-	-	-	258,745	-	-	-				258,745	1,143,590	1,143,590	23%
200	SE PLAZA TIF	20	476,921	-	-	-	-	-	-	-	-				476,921	550,000	550,000	87%
210	WABASH CROSSING TIF	21	-	-	-	-	-	53,030	-	-	-				53,030	266,760	268,260	20%
230	EASTGATE TIF	23	-	-	68,588	-	-	-	-	147,014	-				215,602	320,000	320,000	67%
241	SOUTHSIDE TIF	24	10,639	-	-	-	-	-	-	-	-				10,639	8,100	10,650	100%
281	PINES SHOPPING CENTER TIF	28	-	-	103,762	-	-	-	-	-	-				103,762	105,000	105,000	99%
291	GRAND & OAKLAND TIF	29	-	-	182,445	-	-	-	-	-	-				182,445	190,000	190,000	96%
Sub Total			487,560	-	354,795	-	-	311,775	-	147,014	-	-	-	-	1,301,144	2,583,450	2,587,500	50%
Public Safety																		
250	DRUG ENFORCEMENT	25	12,019	12,005	23,338	19,508	33,309	30,164	28,751	50,140	5,420				214,653	414,776	414,776	52%
260	DUI COURT FINES	26	5,914	1,690	10,473	3,410	3,391	657	4,325	5,808	11,254				46,921	132,500	132,500	35%
270	POLICE PROGRAMS/LAB	27	-	3,339	375	7,729	2,798	1,133	3,123	1,514	187				20,199	34,700	34,700	58%
320	FIRE EMERGENCY GRANT	32	-	-	-	-	-	-	-	-	-				-	100,000	100,000	0%
330	POLICE CAPITAL	33	63,462	3,025	2,947	16,961	62,000	4,167	62,475	2,813	2,200				220,048	303,151	303,151	73%
371	FOREIGN FIRE INSURANCE	37	-	-	-	-	-	-	-	-	-				-	-	100,000	0%
440	2018 PROJECT FUND	44	-	-	-	-	-	-	2,056,826	25,518	8,493				2,090,838	-	4,391,000	48%
490	FIRE CAPITAL	49	5,410	77,541	-	5,410	68,762	-	5,410	168,046	(19,942)				310,637	366,047	366,047	85%
491	FIRE CAPITAL PROJECTS	49	-	216,526	33,213	12,313	8,897	81,628	2,647	(24,904)	(9,962)				320,359	1,330,000	1,330,000	24%
Sub Total			86,804	314,127	70,346	65,330	179,157	117,748	2,163,556	228,936	(2,350)	-	-	-	3,223,654	2,681,174	7,172,174	45%
Debt Service																		
504	DS-2018 BOND-FIRE STATIONS	50	-	-	-	-	-	-	-	47,862	-				47,862	-	47,863	100%
505	DS-2018 BOND-FIRE RENOVATIONS	50	-	-	-	-	-	-	-	9,576	-				9,576	-	9,577	100%
512	DS-2002 BOND-WABASH CROSSNG	50	29,987	-	-	-	-	-	29,987	-	-				59,974	59,974	59,974	100%
516	DS-2010A BOND	50	-	-	-	-	-	42,426	-	-	-				42,426	179,601	179,601	24%
518	DS-2010C BOND	50	-	-	-	-	-	16,400	-	-	-				16,400	138,550	138,550	12%
521	DS-2012 GO BOND	50	-	692,026	-	-	-	-	-	55,341	-				747,366	747,366	747,366	100%
Sub Total			29,987	692,026	-	-	-	58,826	29,987	112,779	-	-	-	-	923,604	1,125,491	1,182,931	78%

City of Decatur
City Treasurer's Financial Report
Expenditure Tracking

September, 2018

Div		Month of Fiscal Year	1	2	3	4	5	6	7	8	9	10	11	12	Actual	Original	Revised	YTD
		Fund	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Budget	Budget	% of Budget
Public Works & Capital																		
420	LOCAL MFT INITIATIVE PROJECTS	42	54,503	-	11,565	16,792	4,900	-	547,848	27,000	766,818	-	-	-	1,429,427	3,010,000	3,010,000	47%
421	LOCAL STREET CAP PROJECTS	42	918	574,819	3,873	-	-	-	-	579,491	-	-	-	-	1,159,101	1,206,429	1,206,429	96%
451	CAPITAL STREET PROJECTS	45	-	-	-	-	-	-	-	-	-	-	-	-	-	28,450	2,010,266	0%
460	MFT PROJECTS	46	55,145	98,817	59,733	96,347	65,615	66,574	102,767	64,489	81,671	-	-	-	691,159	2,999,100	2,999,100	23%
470	MAJOR MOVES	47	5,000	21,275	-	10,000	5,000	72,094	42,741	10,265	10,160	-	-	-	176,535	2,610,000	2,610,000	7%
601	FLEET OPERATIONS	60	111,746	140,891	106,279	117,871	161,746	108,662	123,014	153,110	115,736	-	-	-	1,139,056	1,563,864	1,563,864	73%
602	FLEET INVENTORY	60	27,412	118,236	92,911	63,011	104,358	53,059	99,323	78,664	103,071	-	-	-	740,045	886,000	961,000	77%
610	EQUIPMENT REPLACEMENT	61	350	36,224	-	9,686	9,821	-	-	36,224	19,942	-	-	-	112,248	214,400	214,400	52%
780	STORM WATER PROJECTS	78	264,623	62,335	231,028	56,411	75,005	63,767	94,580	453,020	94,513	-	-	-	1,395,282	4,596,691	4,596,691	30%
782	STORM DEBT SERVICE-2017 IEPA	78	-	-	-	-	-	-	-	-	-	-	-	-	-	120,000	120,000	0%
790	SEWER PROJECTS	79	633,218	1,239,361	1,529,835	593,266	213,231	270,423	413,745	348,966	226,647	-	-	-	5,468,693	13,149,674	13,149,674	42%
792	SEWER DEBT SERVICE-2013 IEPA	79	-	-	-	229,848	-	-	-	-	249,773	-	-	-	479,621	459,696	459,696	104%
793	SEWER DEBT SERVICE-2014 IEPA	79	66,351	-	-	-	-	-	66,351	-	-	-	-	-	132,702	132,702	132,702	100%
794	SEWER DEBT SERVICE-2015 IEPA	79	-	-	-	-	-	-	-	-	-	-	-	-	-	550,000	550,000	0%
Sub Total			1,219,266	2,291,958	2,035,224	1,193,232	639,677	634,579	1,490,370	1,751,229	1,668,332	-	-	-	12,923,867	31,527,006	33,583,822	38%
Library																		
351	LIBRARY OPERATIONS	35	253,076	273,840	275,631	298,273	371,771	264,768	338,951	261,631	256,439	-	-	-	2,594,381	3,573,350	3,573,350	73%
582	LIBRARY CAPITAL PROJECTS	58	-	-	-	-	-	-	-	-	-	-	-	-	-	375,000	20,000	0%
591	DPL-CANTONI TRUST	59	-	-	30	-	255	145	-	-	-	-	-	-	430	45,000	45,000	1%
592	DPL-MEYER TRUST	59	1,884	1,924	1,861	1,861	5,097	2,005	5,187	1,861	1,861	-	-	-	23,538	46,528	46,528	51%
594	DPL-DONATIONS	59	-	515	775	606	263	636	588	510	118	-	-	-	4,010	30,000	30,000	13%
Sub Total			254,961	276,279	278,297	300,739	377,386	267,554	344,725	264,001	258,418	-	-	-	2,622,359	4,069,878	3,714,878	71%
Other Miscellaneous																		
340	BUILDING FUND	34	25,305	34,046	37,138	32,810	43,639	38,020	18,120	59,089	57,744	-	-	-	345,912	478,912	621,386	56%
360	BAND	36	1,830	1,039	126	126	11,494	19,637	24,270	21,732	6,650	-	-	-	86,905	93,077	93,077	93%
641	RISK MANAGEMENT	64	19,367	17,908	21,805	19,763	25,396	20,586	19,540	21,759	65,447	-	-	-	231,571	268,740	268,740	86%
642	WORKER'S COMPENSATION	64	120,449	233,854	281,199	158,957	203,696	111,367	186,679	(42,913)	64,284	-	-	-	1,317,572	1,986,500	1,986,500	66%
643	LIABILITY PROPERTY & CASUALTY	64	8,559	-	125,386	21,318	53,006	9,745	21,784	(2,958)	7,858	-	-	-	244,698	687,500	687,500	36%
651	MEDICAL INSURANCE	65	910,440	1,007,611	684,953	1,129,018	781,860	1,024,445	673,613	769,087	907,454	-	-	-	7,888,481	10,502,278	10,502,278	75%
653	UNEMPLOYMENT INSURANCE	65	-	8,534	-	-	12,745	-	-	7,832	-	-	-	-	29,110	30,000	30,000	97%
770	FIBER OPTICS	77	-	413,516	3,000	3,000	3,000	3,000	23,000	137,118	3,000	-	-	-	588,634	232,100	788,734	75%
Sub Total			1,085,951	1,716,507	1,153,608	1,364,993	1,134,835	1,226,799	967,006	970,747	1,112,437	-	-	-	10,732,883	14,279,107	14,978,215	72%
Water Utility & Capital																		
801	WATER PRODUCTION	80	470,121	381,239	408,597	344,202	442,570	381,470	436,553	370,137	446,480	-	-	-	3,681,369	5,167,997	5,167,997	71%
802	WATER LAKE SERVICES	80	59,994	93,192	59,597	63,869	95,092	86,424	131,655	72,281	58,669	-	-	-	720,772	1,093,944	1,093,944	66%
803	WATER ADMINISTRATION	80	284,634	291,401	294,119	291,097	302,387	288,279	2,283,841	284,624	291,325	-	-	-	4,611,706	6,375,914	6,375,914	72%
804	WATER SERVICES	80	246,657	330,754	253,759	261,212	345,914	258,895	269,206	248,536	246,762	-	-	-	2,461,696	3,377,028	3,377,028	73%
805	UTILITY CUSTOMER SERVICE	80	79,032	59,731	87,781	89,951	90,407	58,353	96,994	87,727	93,446	-	-	-	743,422	1,138,668	1,138,668	65%
808	WATER DEBT SERV-SWTP	80	-	5,497,759	350	-	475	615,208	-	1,757,831	-	-	-	-	7,871,623	10,726,893	10,726,893	73%
809	WATER DEBT-NITRATE FACILITY	80	-	-	-	-	242,179	-	-	-	-	-	-	-	242,179	484,358	484,358	50%
808	WATER DEBT-MAIN&FRANK TANK	80	180,840	-	-	-	-	-	180,840	-	-	-	-	-	361,681	361,681	361,681	100%
80C	WATER DEBT-ENERGY PROJECT	80	-	313,660	-	-	313,660	-	-	313,660	-	-	-	-	940,980	1,263,528	1,263,528	74%
811	WATER NON LAKE CAPITAL	81	-	8,029	176,216	20,000	19,745	85,816	221,807	58,821	693,729	-	-	-	1,284,164	5,000,000	5,000,000	26%
812	WATER LAKE CAPITAL	81	-	380	-	1,352	116,536	37	-	-	162	-	-	-	118,466	762,000	762,000	16%
890	WATER BONDS	89	-	7,588	14,262	6,974	522,786	1,461,836	250,070	6,035,189	8,829	-	-	-	8,307,534	20,295,000	24,295,000	34%
Sub Total			1,321,279	6,983,734	1,294,681	1,078,656	2,491,751	3,236,318	3,870,966	9,228,807	1,839,402	-	-	-	31,345,592	56,047,011	60,047,011	52%
Fudiciary Trust & Agency																		
900	FIRE PENSION	90	643,730	653,729	629,587	626,289	682,523	640,516	650,544	655,743	656,668	-	-	-	5,839,330	8,413,192	8,413,192	69%
910	POLICE PENSION	91	702,048	706,636	661,710	648,794	737,068	710,259	742,508	700,509	662,563	-	-	-	6,272,097	8,352,740	8,432,740	74%
Sub Total			1,345,778	1,360,365	1,291,297	1,275,084	1,419,591	1,350,776	1,393,052	1,356,253	1,319,231	-	-	-	12,111,427	16,765,932	16,845,932	72%
Grand Total Expenditures			11,235,969	18,740,882	11,263,763	10,838,134	12,441,046	11,877,159	21,273,622	19,053,880	11,173,593	-	-	-	127,898,047	210,284,974	222,328,388	58%

City of Decatur
Water Utility Financial Report

Operating Fund Statement of Revenue and Expense

US\$ (whole)	Current Month Actual	Current Month Budget	O(U) Budget	Prior Year Actual	O(U) Prior Year
Revenue					
Water Sales	2,537,525	2,665,515	(127,990)	2,554,864	(17,339)
Tapping Fees	7,080	3,486	3,594	3,675	3,405
UCB Billing Reimb	39,379	41,086	(1,707)	-	39,379
Interest Income	988	112	876	119	869
Other Income	30,560	2,325	28,235	1,812	28,748
Total Revenue	2,615,532	2,712,524	(96,992)	2,560,470	55,062
Cost of Service					
Water Production	446,480	464,703	(18,223)	430,394	16,086
Water Services	246,762	263,340	(16,578)	257,579	(10,817)
Total Cost of Service	693,242	728,043	(34,801)	687,973	5,269
% of Revenue	26.5%	26.8%		26.9%	
Water Gross Margin	1,922,290	1,984,481	(62,191)	1,872,497	49,793
% of Revenue	73.5%	73.2%		73.1%	
Operating Expense					
Lake Management	58,669	105,699	(47,030)	100,454	(41,785)
Water Administration	291,325	293,067	(1,742)	316,512	(25,187)
Customer Service	93,446	112,520	(19,074)	-	93,446
Total Operating Expense	443,440	511,286	(67,846)	416,966	26,474
% of Revenue	17.0%	18.8%		16.3%	
Margin Before Debt Service	1,478,850	1,473,195	5,655	1,455,531	23,319
% of Revenue	56.5%	54.3%		56.8%	
Debt Service					
GO Bond Debt	-	-	-	-	-
IEPA - Nitrate Facility	-	-	-	-	-
IEPA - Water Tower	-	-	-	-	-
JCI - Auto Water Meter	-	-	-	-	-
Total Debt Service	-	-	-	-	-
% of Revenue	0.0%	0.0%		0.0%	
Operating Income	1,478,850	1,473,195	5,655	1,455,531	23,319
% of Revenue	56.5%	54.3%		56.8%	
Transfer to Capital					
CapEx Funding	-	-	-	-	-
Income after Capital Transfer	1,478,850	1,473,195	5,655	1,455,531	23,319
% of Revenue	56.5%	54.3%		56.8%	

Balance Sheet Items (Operating Fund)				
Cash	5,358,170		6,738,988	
Interfund AR	-		-	
Investments	-		-	
Total Cash & Investments	5,358,170		6,738,988	
Accounts Receivable	2,660,366		2,680,807	

Prepared By: Office of the City Treasurer

Month of: September, 2018

Current YTD Actual	Current YTD Budget	O(U) Budget	Prior YTD Actual	O(U) Prior Year
22,033,008	21,953,912	79,096	21,402,709	630,299
15,866	15,959	(93)	16,824	(958)
326,121	348,839	(22,718)	-	326,121
12,643	8,945	3,698	9,472	3,171
226,357	256,512	(30,155)	223,194	3,163
22,613,995	22,584,167	29,828	21,652,199	961,796
3,681,369	3,509,421	171,948	3,293,928	387,441
2,461,695	2,512,586	(50,891)	2,399,515	62,180
6,143,064	6,022,007	121,057	5,693,443	449,621
27.2%	26.7%		26.3%	
16,470,931	16,562,160	(91,229)	15,958,756	512,175
72.8%	73.3%		73.7%	
720,773	808,375	(87,602)	765,180	(44,407)
2,611,707	2,711,470	(99,763)	2,974,813	(363,106)
743,422	856,481	(113,059)	-	743,422
4,075,902	4,376,326	(300,424)	3,739,993	335,909
18.0%	19.4%		17.3%	
12,395,029	12,185,834	209,195	12,218,763	176,266
54.8%	54.0%		56.4%	
7,871,623	7,695,408	176,215	6,978,463	893,160
242,179	242,179	-	242,179	-
361,680	361,681	(1)	361,681	(1)
940,980	940,980	-	813,972	127,008
9,416,462	9,240,248	176,214	8,396,295	1,020,167
41.6%	40.9%		38.8%	
2,978,567	2,945,586	32,981	3,822,468	(843,901)
13.2%	13.0%		17.7%	
2,000,000	2,000,000	-	1,000,000	1,000,000
978,567	945,586	32,981	2,822,468	(1,843,901)
4.3%	4.2%		13.0%	

City of Decatur
Water Utility Financial Report
Capital Fund Statement of Revenue and Expense

Month of: **September, 2018**

	Current Month Actual	Current YTD Actual	Current YTD Budget	O(U) Budget	Full Year Budget
Revenue					
CapEx Funding	-	2,000,000	2,000,000	-	2,750,000
ADM Cost Share	-	1,000,000	1,000,000	-	1,000,000
IEPA Loan draw down	-	-	-	-	-
Other	3,551	49,951	2,207	47,744	6,000
Total Revenue	3,551	3,049,951	3,002,207	47,744	3,756,000

Comments

CapEx funding from Water Operating Fund
Actual ADM cost share

CapEx Project Spending

Operating CapEx	-	8,029	199,998	(191,969)	300,000
Professional Services	38,222	131,474	238,000	(106,526)	238,000
Capital Equipment	-	22,024	-	22,024	-
Water Distribution	-	29,058	34,000	(4,942)	34,000
Pump Stations	-	-	-	-	-
Water Main Replacement	633,199	938,107	1,794,820	(856,713)	2,600,000
Water System Improv	-	48,386	125,000	(76,614)	200,000
SWTP CapEx	22,309	107,087	1,139,600	(1,032,513)	1,628,000
Lake Operating	-	3,256	5,000	(1,744)	10,000
Other Equipment	-	-	-	-	-
Storm Water Improvement	-	115,012	30,000	85,012	30,000
EPA Non Source	-	-	25,000	(25,000)	25,000
Lakefront Development	162	162	75,000	(74,838)	412,000
Sediment Control	-	-	35,000	(35,000)	35,000
Additional Water Supply	-	37	150,000	(149,963)	250,000
xxxx	-	-	-	-	-
xxxx	-	-	-	-	-
xxxx	-	-	-	-	-
Total CapEx Spending	693,892	1,402,632	3,851,418	(2,448,786)	5,762,000

Surplus (Deficit)	(690,341)	1,647,319	(849,211)		(2,006,000)
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Capital Fund Cash Position

Cash at January 1, 2016	3,768,276		
Current Cash Position	3,414,956	Cash Position Target at December 31, 2017	2,016,363
included in cash above	-		

Prepared By: Office of the City Treasurer

City of Decatur
Water Utility Financial Report
Key Metrics

home

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year	YTD Comparison
Current Year														
Water Bill Count														
Original Bills														
Residential	27,941	25,424	26,984	27,138	27,114	27,423	26,760	27,447	24,056				240,287	
Industrial	32	32	32	32	32	32	32	32	32				288	
Commercial	2,716	2,612	2,660	2,688	2,677	2,733	2,670	2,711	2,502				23,969	
Total	30,689	28,068	29,676	29,858	29,823	30,188	29,462	30,190	26,590	-	-	-	264,544	99.8%
Delinquent Bills														
Residential	8,158	6,790	6,883	7,087	8,086	7,046	7,732	8,232	6,891				66,905	
Industrial	-	-	5	-	-	-	-	-	-				5	
Commercial	408	323	311	395	342	320	312	297	368				3,076	
Total	8,566	7,113	7,199	7,482	8,428	7,366	8,044	8,529	7,259	-	-	-	69,986	101.3%
Total Bill Count	39,255	35,181	36,875	37,340	38,251	37,554	37,506	38,719	33,849	-	-	-	334,530	100.1%
Cubit Feet Consumption Billed														
Residential	12,914,047	11,669,667	10,940,431	11,500,732	12,061,263	14,682,041	13,556,410	13,740,591	11,758,520				112,823,702	97.3%
Industrial	39,887,143	47,219,407	40,507,426	39,442,037	46,234,329	42,460,596	46,474,716	47,147,464	47,221,169				396,594,287	105.1%
Commercial	10,232,427	10,900,160	9,181,729	9,530,981	10,153,152	13,253,331	13,538,775	13,865,869	12,490,447				103,146,871	96.4%
Total	63,033,617	69,789,234	60,629,586	60,473,750	68,448,744	70,395,968	73,569,901	74,753,924	71,470,136	-	-	-	612,564,860	102.0%
Water Shut Offs	358	305	282	312	269	305	275	403	334				2,843	95.2%
Customer Service Telephone Calls	5,319	4,449	4,279	4,625	4,808	4,929	5,097	5,719	4,840				44,065	102.0%
Water Billed \$														
Residential	\$ 729,899	\$ 658,679	\$ 633,563	\$ 661,728	\$ 691,108	\$ 828,230	\$ 770,082	\$ 782,457	\$ 673,773				\$ 6,429,519	100.1%
Industrial	\$ 1,004,938	\$ 1,169,702	\$ 999,443	\$ 976,210	\$ 1,120,867	\$ 1,092,080	\$ 1,185,247	\$ 1,173,216	\$ 1,200,168				\$ 9,921,871	106.2%
Commercial	\$ 495,729	\$ 505,596	\$ 450,932	\$ 465,234	\$ 484,339	\$ 594,977	\$ 599,781	\$ 614,603	\$ 560,231				\$ 4,771,422	99.2%
Total	\$ 2,230,566	\$ 2,333,977	\$ 2,083,938	\$ 2,103,172	\$ 2,296,314	\$ 2,515,287	\$ 2,555,110	\$ 2,570,276	\$ 2,434,172	\$ -	\$ -	\$ -	\$ 21,122,812	102.7%
Penalty \$	\$ 12,890	\$ 12,243	\$ 37,226	\$ 11,485	\$ 12,753	\$ 11,493	\$ 13,786	\$ 14,701	\$ 12,100				\$ 138,677	108.7%
Total Billed	\$ 2,243,456	\$ 2,346,220	\$ 2,121,164	\$ 2,114,657	\$ 2,309,067	\$ 2,526,780	\$ 2,568,896	\$ 2,584,977	\$ 2,446,272	\$ -	\$ -	\$ -	\$ 21,261,489	102.7%
Water Gallonage														
Gallons (000)	265,510	259,870	275,500	276,050	329,710	322,170	315,520	310,950	297,120				2,652,400	101.5%
\$ Billed	\$ 79,122	\$ 77,441	\$ 82,099	\$ 82,263	\$ 98,254	\$ 96,007	\$ 94,025	\$ 92,663	\$ 88,542				\$ 790,416	101.5%
Water Billed vs Cash Receipts														
Billed \$	\$ 2,322,578	\$ 2,423,661	\$ 2,203,263	\$ 2,196,920	\$ 2,407,321	\$ 2,622,787	\$ 2,662,921	\$ 2,677,640	\$ 2,534,814	\$ -	\$ -	\$ -	\$ 22,051,905	102.7%
Cash Revenue \$	\$ 2,293,292	\$ 2,442,137	\$ 2,261,078	\$ 2,266,797	\$ 2,369,943	\$ 2,419,949	\$ 2,728,893	\$ 2,713,394	\$ 2,537,525				\$ 22,033,008	102.9%
% Cash to Billed	98.7%	100.8%	102.6%	103.2%	98.4%	92.3%	102.5%	101.3%	100.1%	-	-	-	99.9%	
Prior Year														
Water Bill Count														
Original Bills														
Residential	26,709	25,130	29,765	25,203	28,256	27,917	24,979	28,002	24,782	26,782	26,697	26,681	320,903	
Industrial	32	32	32	32	32	32	32	32	32	32	32	32	384	
Commercial	2,668	2,407	2,941	2,614	2,703	2,809	2,540	2,767	2,550	2,671	2,664	2,663	31,997	
Total	29,409	27,569	32,738	27,849	30,991	30,758	27,551	30,801	27,364	29,485	29,393	29,376	353,284	
Delinquent Bills														
Residential	6,947	6,707	7,439	6,531	7,638	7,966	7,282	8,165	7,086	7,552	7,618	7,097	88,028	
Industrial	-	-	1	-	-	-	-	-	-	-	-	-	1	
Commercial	407	329	297	326	399	405	413	329	407	380	348	386	4,426	
Total	7,354	7,036	7,737	6,857	8,037	8,371	7,695	8,494	7,493	7,932	7,966	7,483	92,455	
Total Bill Count	36,763	34,605	40,475	34,706	39,028	39,129	35,246	39,295	34,857	37,417	37,359	36,859	445,739	
Cubit Feet Consumption Billed														
Residential	13,050,909	10,815,794	12,890,444	10,689,906	12,340,042	14,696,235	14,823,829	13,762,701	12,923,660	13,318,511	11,938,316	11,535,811	152,786,158	
Industrial	38,534,545	41,420,527	37,063,682	41,987,775	36,733,643	43,112,797	44,145,907	44,435,712	49,965,804	41,787,178	46,650,342	41,369,453	507,207,365	
Commercial	10,842,778	9,806,916	10,693,282	10,030,455	10,335,211	12,849,387	14,758,723	13,962,640	13,670,362	13,060,331	11,717,531	9,994,193	141,721,809	
Total	62,428,232	62,043,237	60,647,408	62,708,136	59,408,896	70,658,419	73,728,459	72,161,053	76,559,826	68,166,020	70,306,189	62,899,457	801,715,332	
Water Shut Offs	350	271	403	243	346	350	292	432	298	381	263	309	3,938	
Customer Service Tphone Calls	4,892	4,091	4,785	4,225	4,855	5,357	4,746	5,512	4,718	4,986	4,460	4,540	57,167	
Water Billed \$														
Residential	\$ 710,757	\$ 607,055	\$ 718,723	\$ 601,462	\$ 692,482	\$ 810,883	\$ 800,659	\$ 765,212	\$ 715,020	\$ 739,716	\$ 679,545	\$ 661,618	\$ 8,503,132	
Industrial	\$ 973,205	\$ 1,035,246	\$ 940,693	\$ 1,021,783	\$ 905,211	\$ 1,070,191	\$ 1,091,871	\$ 1,104,458	\$ 1,197,443	\$ 1,044,767	\$ 1,152,166	\$ 1,013,015	\$ 12,550,049	
Commercial	\$ 493,704	\$ 446,155	\$ 504,522	\$ 465,631	\$ 487,685	\$ 584,236	\$ 629,198	\$ 607,835	\$ 588,513	\$ 576,276	\$ 537,998	\$ 481,642	\$ 6,403,395	
Total	\$ 2,177,666	\$ 2,088,456	\$ 2,163,938	\$ 2,088,876	\$ 2,085,378	\$ 2,465,310	\$ 2,521,728	\$ 2,477,505	\$ 2,500,976	\$ 2,360,759	\$ 2,369,709	\$ 2,156,275	\$ 27,456,576	
Penalty \$	\$ 12,316	\$ 11,830	\$ 24,030	\$ 10,881	\$ 13,118	\$ 12,569	\$ 14,758	\$ 15,636	\$ 12,477	\$ 13,345	\$ 14,488	\$ 12,288	\$ 167,737	
Total Billed	\$ 2,189,982	\$ 2,100,286	\$ 2,187,968	\$ 2,099,757	\$ 2,098,496	\$ 2,477,879	\$ 2,536,486	\$ 2,493,141	\$ 2,513,453	\$ 2,374,104	\$ 2,384,198	\$ 2,168,563	\$ 27,624,313	
Water Gallonage														
Gallons (000)	268,550	220,040	281,500	290,530	291,740	323,090	309,290	312,420	315,830	293,740	263,708	252,220	3,422,658	
\$ Billed	\$ 80,028	\$ 65,572	\$ 83,887	\$ 86,578	\$ 96,939	\$ 96,281	\$ 92,168	\$ 93,101	\$ 94,117	\$ 87,535	\$ 78,991	\$ 75,162	\$ 1,020,359	
Water Billed vs Cash Receipts														
Billed \$	\$ 2,270,010	\$ 2,165,858	\$ 2,271,855	\$ 2,186,335	\$ 2,185,435	\$ 2,574,160	\$ 2,628,654	\$ 2,586,242	\$ 2,607,570	\$ 2,461,639	\$ 2,463,189	\$ 2,243,725	\$ 28,644,672	
Cash Revenue \$	\$ 2,250,637	\$ 2,293,297	\$ 2,197,191	\$ 2,184,431	\$ 2,202,704	\$ 2,402,041	\$ 2,635,068	\$ 2,682,475	\$ 2,554,864	\$ 2,546,501	\$ 2,506,149	\$ 2,264,905	\$ 28,720,264	
% Cash to Billed	99.1%	105.9%	96.7%	99.9%	100.8%	93.3%	100.2%	103.7%	98.0%	103.4%	101.7%	100.9%	100.3%	

City of Decatur
Treasurer's Financial Report
Headcount Staffing Level

Period Ending: September, 2018

	2018 Budget	Current Year Staffing Levels												Prior Yr End
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Full Time Staffing														
Executive	5	5	5	5	5	5	5	3	3	2				5
Legislative	0	0	0	0	0	0	0	0	0	0				0
Finance	22	21	21	21	20	20	19	19	20	20				21
Human Resources	5	5	5	5	5	5	4	4	4	4				5
Information Technology	11	11	11	11	11	11	10	10	10	9				11
Corporation Counsel	8	8	8	8	8	8	8	8	8	8				8
Economic & Community Dev	21	18	18	18	18	18	18	18	19	18				19
Public Safety	281	273	271	275	275	272	268	266	266	268				287
Public Works	117	108	108	107	107	106	106	107	108	107				108
Total Full Time	470	449	447	450	449	445	438	435	438	436	0	0	0	464
Part Time Staffing														
Executive														0
Legislative	7	7	7	7	7	7	7	7	7	7				7
Finance														0
Human Resources										1				0
Information Technology														0
Management Services														0
Corporation Counsel														0
Planning & Building Services														0
Neighborhood Services														0
Public Safety		2	2	2	2	2	2	2	2	2				2
Public Works														0
PW Water Management		1	1			2	10	10	9	5				0
Total Temporary	7	10	10	9	9	11	19	19	18	15	0	0	0	9
Total City Staff Headcount	477	459	457	459	458	456	457	454	456	451	0	0	0	473

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: September, 2018

	2018 Budget	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Prior Yr End
Full Time Staff														
Executive	4	4	4	4	4	4	4	2	2	1				4
City Clerk	1	1	1	1	1	1	1	1	1	1				1
Total	5	5	5	5	5	5	5	3	3	2	0	0	0	5
Legislative	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Financial Management														
Finance	13	12	12	12	12	11	11	11	11	11				12
Purchasing	2	2	2	2	2	2	2	2	2	2				2
Risk Management														
Water Customer Service	7	7	7	7	6	7	6	6	7	7				7
Total	22	21	21	21	20	20	19	19	20	20	0	0	0	21
Human Resources	5	5	5	5	5	5	4	4	4	4				5
Information Technology	11	11	11	11	11	11	10	10	10	9				11
Corporation Legal Counsel	8	8	8	8	8	8	8	8	8	8				8
Economic & Community Devel														
Planning & Development	6	4	4	4	4	4	4	4	5	5				5
Building Inspections	6	5	5	5	5	5	5	5	5	4				5
Neighborhood Inspection	5	5	5	5	5	5	5	5	5	5				5
Neighborhood Services	3	3	3	3	3	3	3	3	3	3				3
Mass Transit	1	1	1	1	1	1	1	1	1	1				1
Total	21	18	18	18	18	18	18	18	19	18	0	0	0	19
Public Safety														
Fire	111	109	109	112	112	111	110	109	108	105				109
Police	170	164	162	163	163	161	158	157	158	163				155
Police Communications														23
Total	281	273	271	275	275	272	268	266	266	268	0	0	0	287
Public Works														
PW Administration	2	2	2	2	2	2	2	2	2	2				2
PW Engineering	12	9	9	8	8	9	10	10	10	10				9
PW Municipal Services	50	48	47	47	46	45	45	46	46	46				48
Fleet Maintenance	8	8	8	8	8	8	8	8	8	8				8
Water Production (Admin)	3	3	3	3	3	3	2	2	3	3				3
Water Production	15	13	13	13	13	13	13	13	13	12				13
Water Services	23	23	22	22	23	22	22	22	22	22				21
Water Production (Lake)	4	4	4	4	4	4	4	4	4	4				4
Total	117	110	108	107	107	106	106	107	108	107	0	0	0	108
Total City Staffing	470	451	447	450	449	445	438	435	438	436	0	0	0	464

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

City of Decatur
Treasurer's Financial Report
Headcount Staffing Level

Period Ending: September, 2018

2018 Budget	Current Year Staffing Levels												Prior Yr End
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Part Time / Temporary Staff													
Executive													
City Clerk													
Total	0	0	0	0	0	0	0	0	0	0	0	0	0
Legislative	7	7	7	7	7	7	7	7	7				7
Financial Management													
Finance													
Purchasing													
Risk Management													
Water Customer Service													
Total	0	0	0	0	0	0	0	0	0	0	0	0	0
Information Technology													0
Human Resources									1				
Management Services													
Mass Transit													
Total	0	0	0	0	0	0	0	0	0	0	0	0	0
Corporation Legal Counsel													0
Planning & Building Service													
Planning & Sustainability													
Building Inspections													
Total	0	0	0	0	0	0	0	0	0	0	0	0	0
Neighborhood Services													
Outreach													
Inspection													
Total	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Safety													
Fire													
Police		2	2	2	2	2	2	2	2				2
Police Communications													
Total	0	2	2	2	2	2	2	2	2	0	0	0	2
Public Works													
Administration													
Engineering													
Municipal Services													
Water Administration													
Water Production		1	1			2	10	10	9	5			
Water Services													
Total	0	1	1	0	0	2	10	10	9	5	0	0	0
Total City Staffing	7	10	10	9	9	11	19	19	18	15	0	0	9

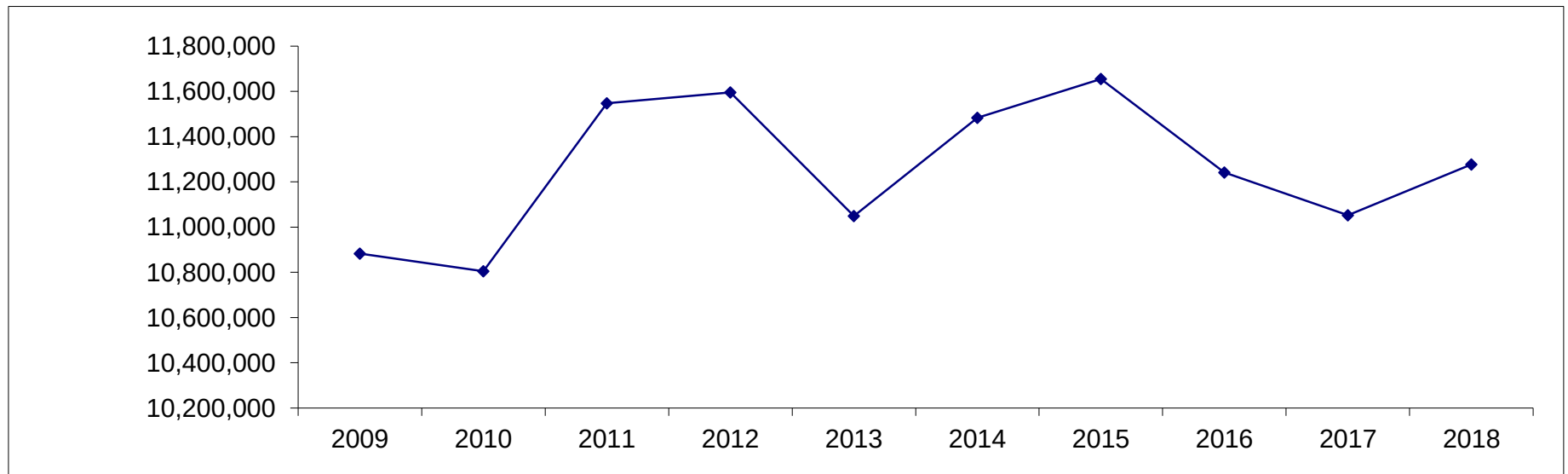
Note: Above report includes all Temporary W-2 EE's

Projected Revenues

STATE SALES TAX

MONTH	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual		
JANUARY	997,996	832,060	916,053	939,211	918,325	938,684	963,009	946,811	902,833	882,653	A
FEBRUARY	915,498	882,512	1,104,610	935,641	880,247	914,587	941,678	904,631	899,838	917,921	A
MARCH	1,065,522	1,042,881	1,140,844	1,158,700	1,076,758	1,106,071	1,120,789	1,119,498	1,107,270	1,088,364	A
APRIL	857,110	771,162	844,138	871,624	856,724	825,291	857,417	824,458	789,769	840,607	A
MAY	778,543	845,828	851,665	986,897	884,323	868,465	877,404	867,538	837,972	819,180	A
JUNE	905,163	902,403	941,869	1,021,804	954,864	974,156	978,888	940,736	957,693	978,292	A
JULY	930,576	878,430	966,695	918,786	922,915	935,127	944,686	887,325	906,452	942,693	A
AUGUST	913,335	932,682	942,384	991,930	796,714	1,028,409	992,900	943,818	935,012	1,010,708	A
SEPTEMBER	902,510	956,479	976,252	951,845	948,422	979,712	1,006,626	994,684	953,644	978,357	A
OCTOBER	875,180	911,376	942,225	911,934	925,873	981,740	991,641	933,239	891,372	909,466	P
NOVEMBER	880,784	958,698	955,438	1,001,513	964,174	961,614	1,003,087	962,595	934,414	953,382	P
DECEMBER	860,148	890,326	965,215	906,055	919,141	969,684	976,633	916,175	935,863	954,861	P

TOTALS	10,882,364	10,804,838	11,547,387	11,595,938	11,048,482	11,483,540	11,654,760	11,241,506	11,052,132	11,276,485
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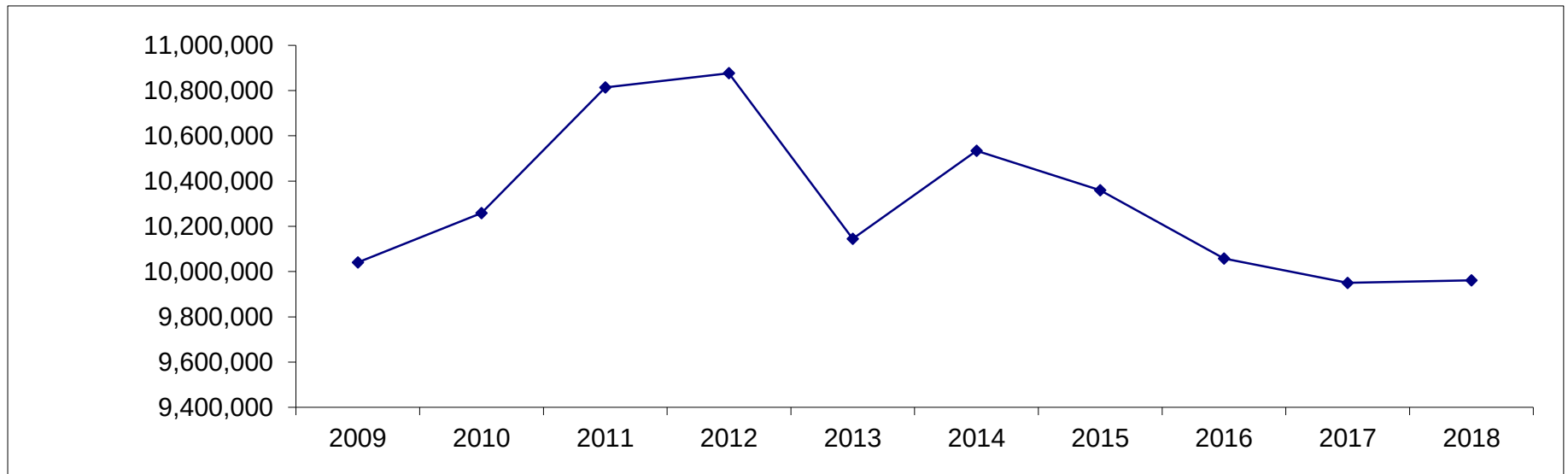


Funds split in General, Southeast TIF, Eastgate TIF, Pines TIF and Grand/Oakland TIF funds

Projected Revenues

LOCAL SALES TAX

MONTH	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual		
JANUARY	908,470	805,816	841,530	914,456	861,196	887,481	889,089	848,993	818,066	807,770	A
FEBRUARY	854,383	857,826	880,959	911,162	880,506	862,759	863,243	833,995	838,995	837,288	A
MARCH	999,242	1,020,668	1,105,939	1,088,443	1,012,286	1,022,997	1,000,115	1,036,321	995,383	959,353	A
APRIL	760,928	701,269	767,991	758,516	773,089	739,227	739,805	703,472	702,734	712,309	A
MAY	734,057	757,147	761,238	929,937	775,938	779,506	764,685	744,767	729,878	716,975	A
JUNE	807,427	847,234	863,436	942,726	853,033	865,335	832,374	840,488	855,602	852,317	A
JULY	773,331	859,117	925,802	864,230	846,702	864,489	833,551	791,839	814,658	807,532	A
AUGUST	847,643	868,171	959,067	927,747	619,512	957,423	906,467	867,107	877,154	909,719	A
SEPTEMBER	859,902	875,938	950,587	899,635	901,318	916,077	911,765	904,129	852,928	890,655	A
OCTOBER	825,361	871,193	898,365	838,868	860,182	882,079	875,986	822,711	779,788	780,676	P
NOVEMBER	845,374	930,915	916,686	902,358	897,029	884,609	882,605	854,078	835,747	836,698	P
DECEMBER	824,507	862,884	942,430	898,532	864,499	872,277	860,119	810,233	849,336	850,303	P
TOTALS	10,040,626	10,258,179	10,814,030	10,876,609	10,145,292	10,534,258	10,359,805	10,058,133	9,950,270	9,961,595	

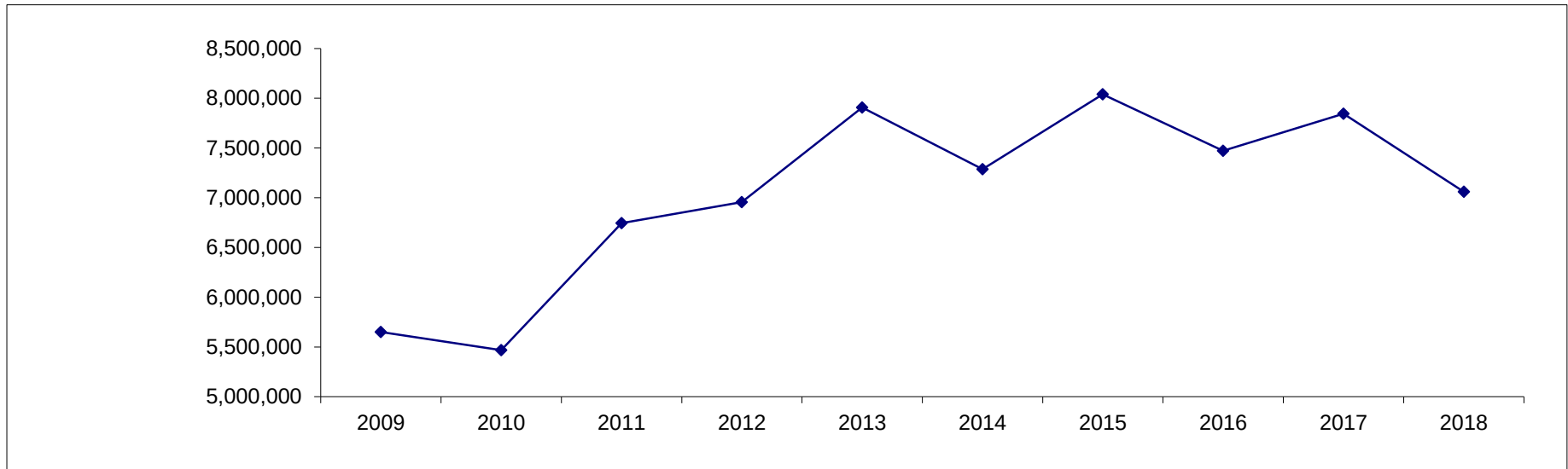


Funds split in General, Southeast TIF, Eastgate TIF and Pines TIF funds

State reduced allocation for 2% administrative fee beginning with September 2017 distribution

STATE INCOME TAX

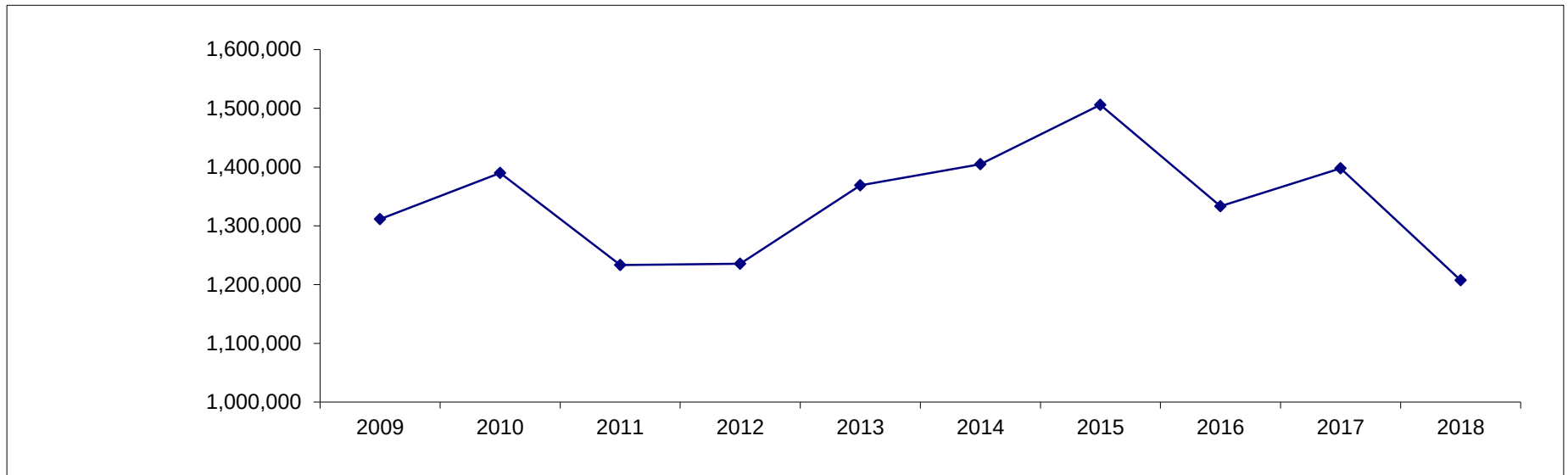
MONTH	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual		
JANUARY	357,826	580,540	805,061	761,050	632,905	850,845	852,700	912,628	851,716	578,461	A
FEBRUARY	604,246	0	1,038,247	0	478,227	0	0	0	0	837,319	A
MARCH	759,747	437,402	493,074	619,124	394,663	699,395	620,094	751,474	1,411,585	420,941	A
APRIL	0	343,824	562,140	394,295	1,333,938	742,236	925,184	822,346	0	646,373	A
MAY	411,757	0	0	1,187,505	404,944	423,934	403,609	476,082	396,235	1,044,019	A
JUNE	1,632,706	604,370	694,679	424,269	703,157	741,339	824,784	1,774,951	764,129	482,298	A
JULY	532,359	1,036,869	942,538	658,753	1,298,806	1,150,541	1,364,531	0	1,547,903	652,113	A
AUGUST	0	618,324	761,549	956,491	441,258	428,542	566,667	496,310	698,009	478,694	A
SEPTEMBER	579,623	1,240,367	454,403	502,880	675,812	709,251	1,263,519	1,120,799	727,037	476,186	A
OCTOBER	394,557	0	0	645,769	419,882	818,347	0	0	599,068	597,428	P
NOVEMBER	0	0	588,653	405,227	409,627	0	441,918	450,551	450,852	449,618	P
DECEMBER	376,737	606,245	404,975	401,952	714,661	721,926	776,691	665,793	396,923	395,837	P
TOTALS	5,649,558	5,467,941	6,745,318	6,957,316	7,907,881	7,286,357	8,039,696	7,470,934	7,843,458	7,059,286	



State to catch up two month delay of distributions July & August 2017. State's 10% reduction to begin with August distribution.

PERSONAL PROPERTY REPLACEMENT TAX

MONTH	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual		
JANUARY	151,918	162,537	134,079	180,082	185,383	233,315	202,878	195,051	217,463	143,616	A
FEBRUARY	15,410	1,947	7,154	1,565	1,605	2,024	717	0	0	0	A
MARCH	63,426	68,150	78,877	61,281	62,898	80,778	70,137	83,788	147,880	132,622	A
APRIL	270,042	232,641	262,367	276,320	303,821	309,261	364,335	271,921	352,780	260,085	A
MAY	261,949	163,009	188,640	187,031	265,561	227,806	293,618	219,695	227,189	269,213	A
JUNE	5,564	0	3,923	5,417	937	0	2,501	12,343	0	0	A
JULY	212,605	165,572	176,542	238,582	260,211	229,514	238,695	239,680	239,384	206,222	A
AUGUST	22,481	21,743	43,808	28,828	29,295	24,688	32,169	27,902	10,712	20,842	A
SEPTEMBER	8,501	486	381	3,931	0	6,877	2,356	4,554	0	0	A
OCTOBER	241,537	316,230	292,298	181,562	188,719	227,489	239,950	218,004	160,071	138,270	P
NOVEMBER	2,101	2,750	2,542	1,579	0	0	0	1,876	0	0	P
DECEMBER	55,929	255,086	42,441	69,220	70,395	63,058	58,604	58,514	42,179	36,434	P
TOTALS	1,311,462	1,390,151	1,233,053	1,235,400	1,368,825	1,404,809	1,505,959	1,333,328	1,397,658	1,207,305	

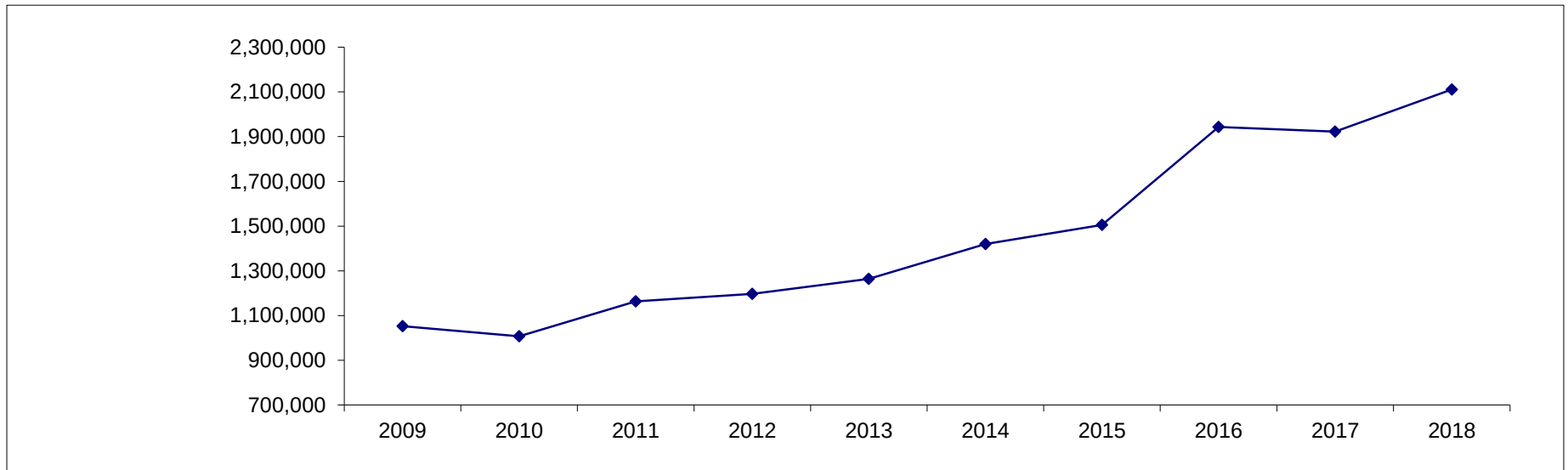


Funds split in General and Library funds

Projected Revenues

LOCAL USE TAX

MONTH	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual		
JANUARY	99,612	74,655	118,641	89,854	98,119	115,740	136,569	295,435	159,854	166,257	A
FEBRUARY	89,127	66,683	92,228	90,475	103,364	108,961	129,837	146,086	155,199	192,590	A
MARCH	128,211	114,627	145,191	138,269	147,635	171,437	196,801	208,903	241,170	243,593	A
APRIL	81,612	68,212	88,796	88,358	102,769	90,904	69,628	128,350	139,319	145,000	A
MAY	72,972	54,250	95,460	98,119	76,976	89,241	135,902	130,832	131,114	149,116	A
JUNE	87,555	108,264	98,268	103,364	96,618	117,824	143,287	153,738	170,503	180,080	A
JULY	89,396	82,393	91,809	91,336	106,037	108,621	140,649	149,743	146,418	157,169	A
AUGUST	75,613	78,102	89,450	102,769	93,637	115,406	133,971	145,710	147,521	171,381	A
SEPTEMBER	100,537	100,770	98,836	86,379	124,363	128,816	0	164,340	156,033	183,541	A
OCTOBER	79,881	83,770	79,105	106,791	106,986	109,843	0	130,791	149,381	163,997	P
NOVEMBER	71,356	81,167	94,213	98,487	99,965	118,956	0	142,584	158,864	174,408	P
DECEMBER	77,019	94,304	71,453	102,979	107,849	144,341	419,237	146,571	167,420	183,802	P
TOTALS	1,052,890	1,007,197	1,163,451	1,197,180	1,264,318	1,420,091	1,505,880	1,943,083	1,922,796	2,110,933	



2015 Delays in Distribution of State Use Tax due to State budget.

Projected Revenues

STATE INCOME TAX

MONTH	2016 Actual	2017 Actual	2018
JANUARY	751,473.50	654,552.90	578,461.18 A
FEBRUARY	822,346.25	757,032.36	837,287.79 A
MARCH	476,082.04	396,235.32	420,940.73 A
APRIL	736,651.57	764,129.23	646,372.81 A
MAY	1,038,299.42	1,020,258.57	1,044,018.62 A
JUNE	496,310.15	527,644.66	482,298.07 A
JULY	708,317.33	698,009.45	652,113.37 A
AUGUST	412,481.48	333,576.35	478,693.62 A
SEPTEMBER	450,551.29	393,460.74	476,185.57 A
OCTOBER	665,793.44	599,067.78	640,097.76 P
NOVEMBER	446,866.27	450,851.53	484,174.42 P
DECEMBER	404,849.45	396,923.43	427,769.17 P

TOTALS **7,986,035.17** **6,991,742.32** **7,168,413.11**

*Listed by month reported -
receipts delayed by State
until September 2017*

Current Budget **6,783,000.00**

Projected Amt Over (Under) **385,413.11**

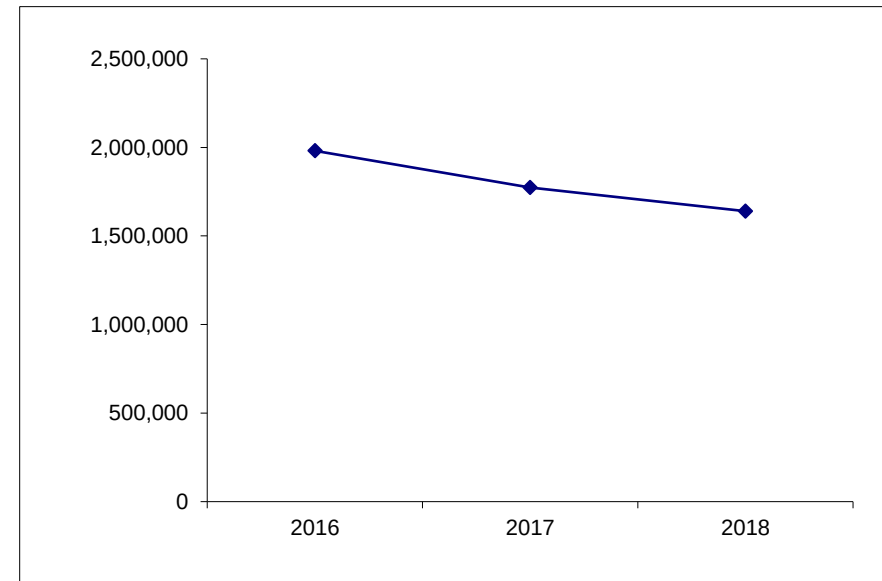
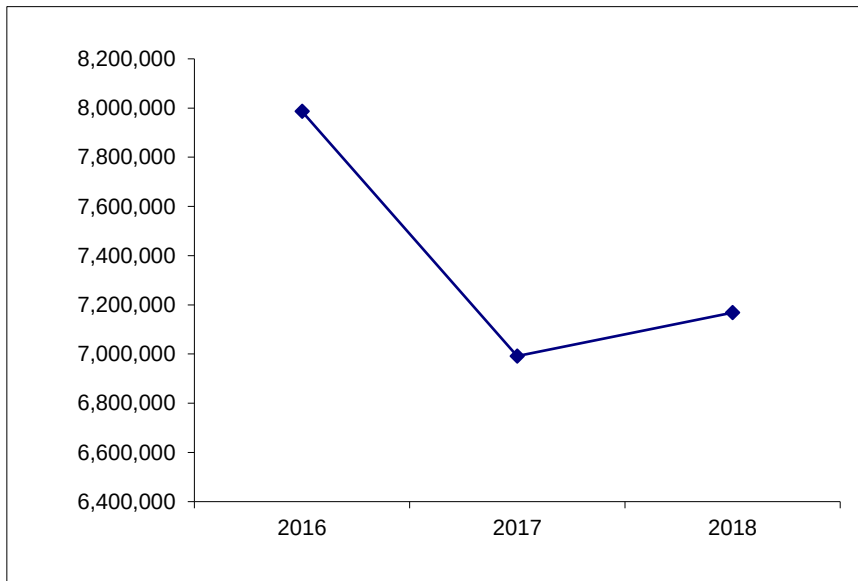
TELEPHONE COMMUNICATIONS TAX

MONTH	2016 Actual	2017 Actual	2018
JANUARY	166,327.99	152,347.43	141,050.48 A
FEBRUARY	157,953.06	150,099.96	141,599.21 A
MARCH	224,336.11	155,813.31	142,413.54 A
APRIL	164,577.86	152,634.48	138,930.51 A
MAY	152,247.44	149,012.50	137,565.64 A
JUNE	164,137.18	153,283.36	140,820.63 A
JULY	160,723.62	141,981.10	133,121.01 A
AUGUST	163,427.72	148,671.63	134,839.16 A
SEPTEMBER	157,097.74	143,735.14	135,127.35 A
OCTOBER	154,223.34	144,825.61	133,851.60 P
NOVEMBER	159,870.41	142,399.25	131,609.10 P
DECEMBER	155,990.27	139,640.75	129,059.62 P

TOTALS **1,980,912.74** **1,774,444.52** **1,639,987.85**

Current Budget **1,674,000.00**

Projected Amt Over (Under) **-34,012.15**

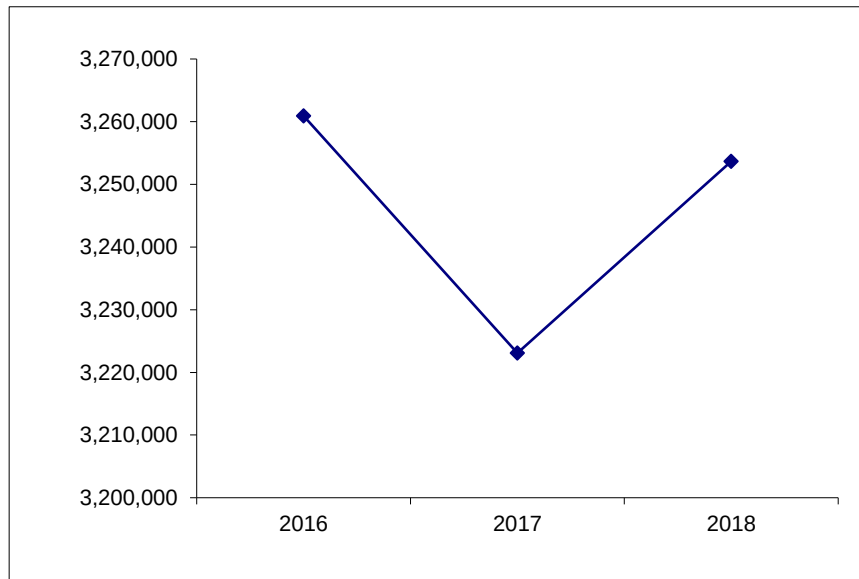


Projected Revenues

FOOD & BEVERAGE TAX

MONTH	2016 Actual	2017 Actual	2018
JANUARY	260,904.87	286,400.20	286,060.40 A
FEBRUARY	256,344.05	250,160.28	240,877.75 A
MARCH	278,660.81	243,551.14	238,794.28 A
APRIL	268,791.34	275,567.55	293,459.52 A
MAY	282,460.72	268,821.52	267,164.91 A
JUNE	281,884.42	286,842.30	289,225.82 A
JULY	274,899.41	279,817.29	280,926.34 A
AUGUST	308,995.40	271,403.37	279,628.99 A
SEPTEMBER	277,532.23	281,947.48	291,559.59 A
OCTOBER	255,644.86	266,573.93	269,102.41 P
NOVEMBER	272,128.23	261,202.21	263,679.74 P
DECEMBER	242,671.74	250,794.75	253,173.57 P

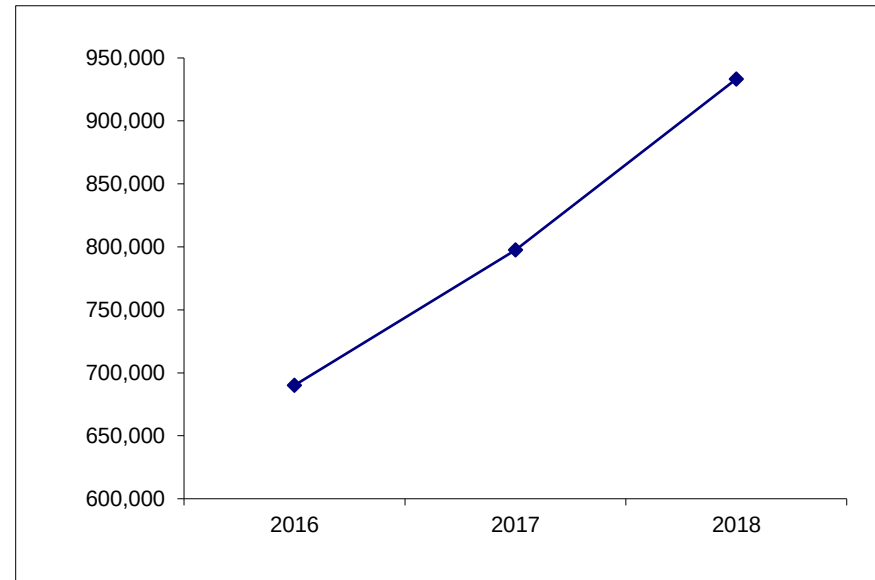
TOTALS	3,260,918.08	3,223,082.02	3,253,653.32
		Current Budget	3,264,500.00
		Projected Amt Over (Under)	-10,846.68



HOTEL & MOTEL TAX

MONTH	2016 Actual	2017 Actual	2018
JANUARY	17,953.91	35,251.30	43,682.49 A
FEBRUARY	36,767.95	36,364.73	52,237.60 A
MARCH	62,867.42	51,466.99	58,641.79 A
APRIL	52,010.94	54,146.46	73,099.04 A
MAY	67,896.68	58,327.36	85,446.49 A
JUNE	76,520.68	84,744.05	87,171.79 A
JULY	63,123.45	72,804.56	90,273.57 A
AUGUST	63,000.60	76,860.26	89,609.64 A
SEPTEMBER	71,295.56	121,765.56	97,965.63 A
OCTOBER	53,394.23	74,289.53	91,708.80 P
NOVEMBER	77,894.15	71,406.04	89,003.72 P
DECEMBER	47,351.22	60,072.92	74,413.20 P

TOTALS	690,076.79	797,499.76	933,253.76
		Current Budget	848,000.00
		Projected Amt Over (Under)	85,253.76

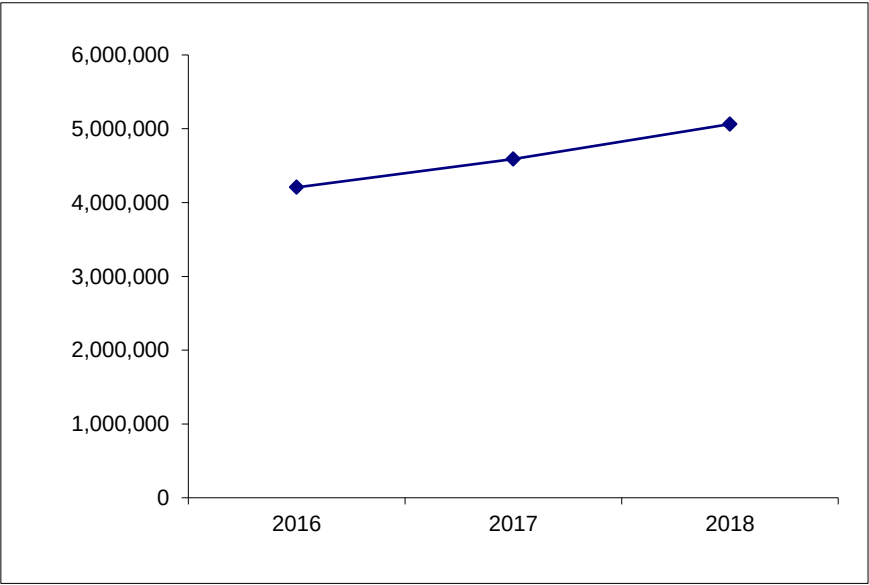


Projected Revenues

UTILITY TAX-ELECTRIC & GAS

MONTH	2016 Actual	2017 Actual	2018
JANUARY	177,332.31	421,857.00	448,826.92
FEBRUARY	138,838.35	505,824.62	526,653.98
MARCH	326,307.14	425,726.95	480,198.77
APRIL	432,106.74	339,034.62	439,274.73
MAY	393,245.95	361,636.72	447,828.03
JUNE	363,225.99	327,273.91	374,471.63
JULY	377,171.71	358,194.35	375,577.99
AUGUST	416,494.97	373,740.81	389,378.27
SEPTEMBER	443,504.00	369,262.32	361,434.20
OCTOBER	401,586.01	353,897.31	390,591.65
NOVEMBER	370,202.76	341,024.62	376,384.24
DECEMBER	365,731.26	409,860.82	452,357.81

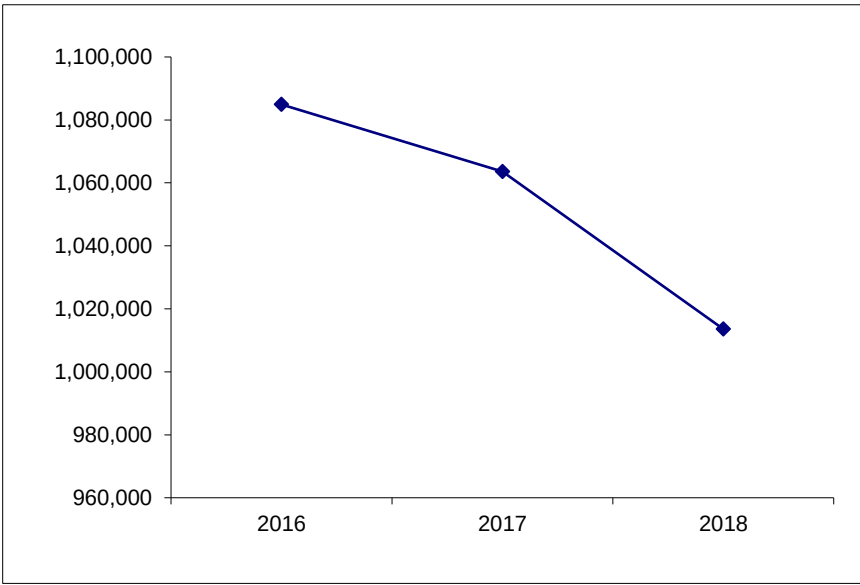
TOTALS	4,205,747.19	4,587,334.05	5,062,978.22
		Current Budget	4,702,000.00
		Projected Amt Over (Under)	360,978.22



CABLE TV TAX

MONTH	2016 Actual	2017 Actual	2018
JANUARY	233,850.66	263,629.01	0.00
FEBRUARY	34,945.40	0.00	255,933.94
MARCH	0.00	0.00	0.00
APRIL	244,326.70	244,146.92	21,185.00
MAY	31,932.20	24,893.20	231,760.00
JUNE	0.00	0.00	0.00
JULY	276,652.47	243,165.76	20,461.45
AUGUST	0.00	23,369.45	232,277.05
SEPTEMBER	0.00	0.00	0.00
OCTOBER	235,924.64	23,416.70	22,315.40
NOVEMBER	27,280.50	240,991.54	229,657.61
DECEMBER	0.00	0.00	0.00

TOTALS	1,084,912.57	1,063,612.58	1,013,590.45
		Current Budget	1,055,000.00
		Projected Amt Over (Under)	-41,409.55



Projected Revenues

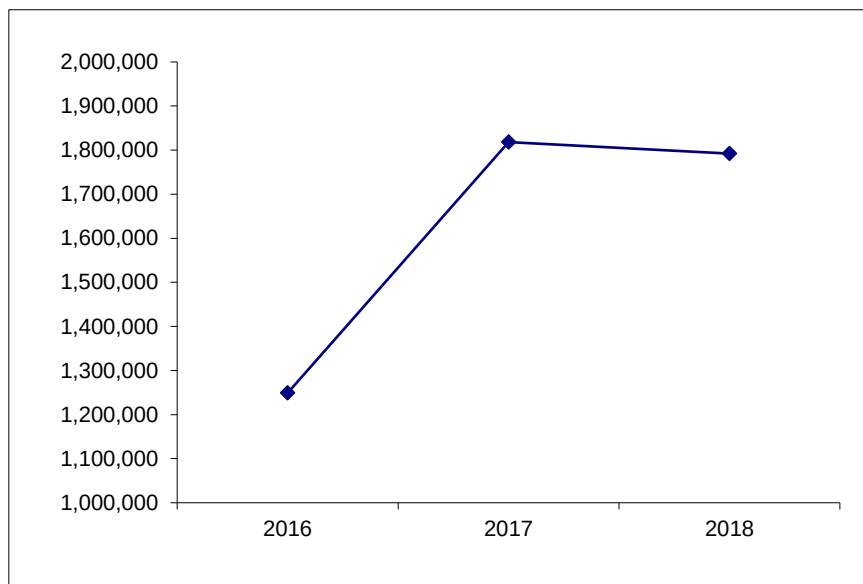
10 - LOCAL MOTOR FUEL TAX

MONTH	2016 Actual	2017 Actual	2018
JANUARY		150,936.34	149,553.75
FEBRUARY		146,142.38	137,640.35
MARCH		135,305.95	136,597.89
APRIL	1,614.25	151,248.96	150,285.42
MAY	151,145.91	129,212.75	148,104.17
JUNE	160,746.35	179,659.76	154,254.29
JULY	158,656.90	164,090.47	153,748.88
AUGUST	160,752.15	151,522.30	153,476.52
SEPTEMBER	157,584.48	154,447.56	159,427.41
OCTOBER	153,815.97	158,731.65	156,462.59
NOVEMBER	153,044.86	150,265.36	148,117.33
DECEMBER	151,672.99	146,671.67	144,575.01

TOTALS	1,249,033.86	1,818,235.15	1,792,243.61
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Current Budget	1,800,000.00
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Projected Amt Over (Under)	-7,756.39
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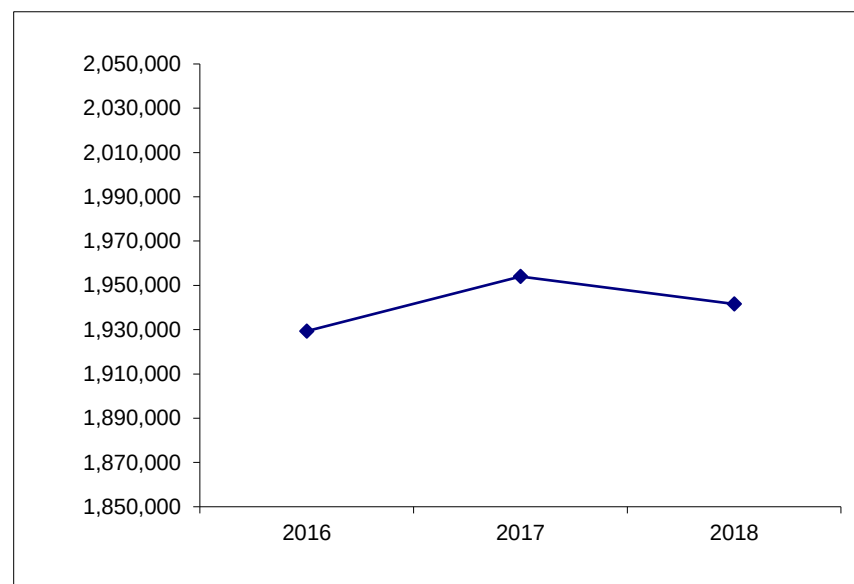
46 - STATE MOTOR FUEL TAX

MONTH	2016 Actual	2017 Actual	2018
JANUARY	171,799.19	180,582.18	168,202.81
FEBRUARY	165,935.95	171,662.87	172,208.28
MARCH	167,234.60	163,670.32	149,193.94
APRIL	143,829.22	139,550.39	147,896.35
MAY	173,239.43	166,666.87	174,263.56
JUNE	172,052.50	168,983.84	160,430.31
JULY	108,502.29	134,194.40	147,026.88
AUGUST	174,156.78	175,956.02	172,563.52
SEPTEMBER	165,391.62	166,198.96	166,400.46
OCTOBER	145,992.31	146,908.04	145,979.05
NOVEMBER	169,003.77	168,198.50	167,134.87
DECEMBER	172,193.80	171,419.34	170,335.34

TOTALS	1,929,331.46	1,953,991.73	1,941,635.37
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Current Budget	2,024,000.00
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Projected Amt Over (Under)	-82,364.63
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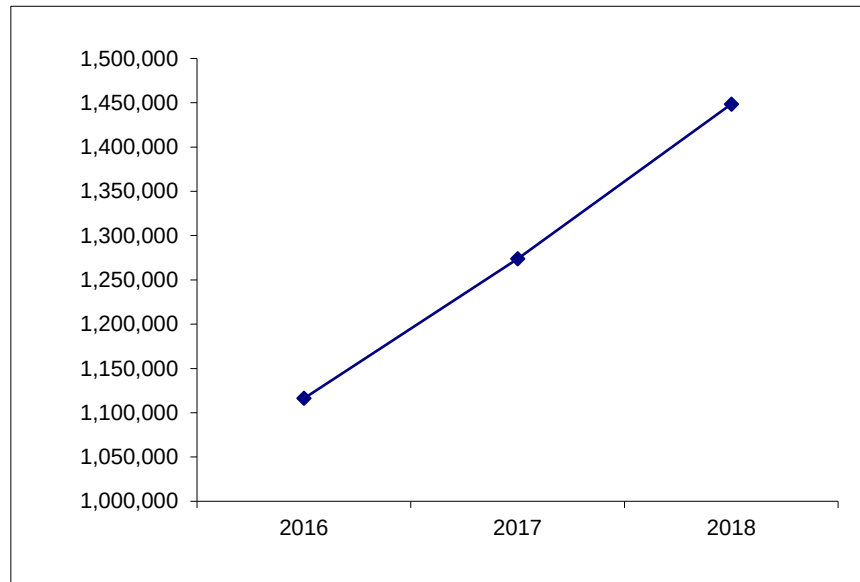
2015 & 2016 Delays in Distribution of MFT Tax due to State budget.

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Projected Revenues

VIDEO GAMING TAX

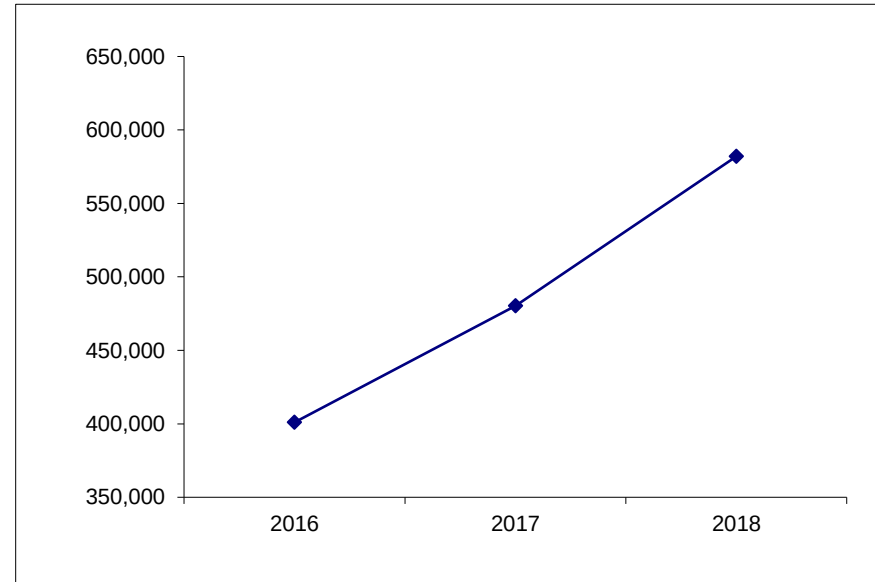
MONTH	2016	2017	2018
	Actual	Actual	
JANUARY	80,288.26	94,954.28	110,674.81 A
FEBRUARY	85,507.02	100,623.42	112,057.54 A
MARCH	84,607.67	99,845.65	106,182.77 A
APRIL	97,888.83	105,585.44	123,418.04 A
MAY	107,431.04	126,789.50	146,340.22 A
JUNE	0.00	110,489.13	123,295.17 A
JULY	196,669.31	107,626.31	120,942.14 A
AUGUST	88,019.04	101,091.12	116,396.36 A
SEPTEMBER	93,234.26	100,252.19	117,722.43 A
OCTOBER	92,743.01	108,743.85	123,641.55 P
NOVEMBER	96,076.34	108,003.48	122,799.75 P
DECEMBER	93,615.92	109,939.69	125,001.22 P
TOTALS	1,116,080.70	1,273,944.06	1,448,472.01
		Current Budget	1,330,000.00
		Projected Amt Over (Under)	118,472.01



2015 & 2016 Delays in Distribution of Video Gaming Tax due to State budget.

MFT REIMB - TRAFFIC SIGNALS

MONTH	2016	2017	2018
	Actual	Actual	
JANUARY	28,662.21	30,227.10	44,276.36 A
FEBRUARY	36,330.32	30,285.05	30,587.44 A
MARCH	40,075.18	37,579.08	57,817.61 A
APRIL	16,540.16	35,516.45	31,169.52 A
MAY	31,234.49	34,648.66	40,715.78 A
JUNE	21,971.54	45,755.99	41,823.91 A
JULY	26,492.23	33,394.19	30,107.02 A
AUGUST	42,494.93	33,754.21	52,475.31 A
SEPTEMBER	54,329.58	32,655.06	51,296.11 A
OCTOBER	35,609.03	37,581.07	45,539.19 P
NOVEMBER	31,096.61	81,824.06	99,151.03 P
DECEMBER	36,139.63	47,035.87	56,996.13 P
TOTALS	400,975.91	480,256.79	581,955.41
		Current Budget	430,000.00
		Projected Amt Over (Under)	151,955.41

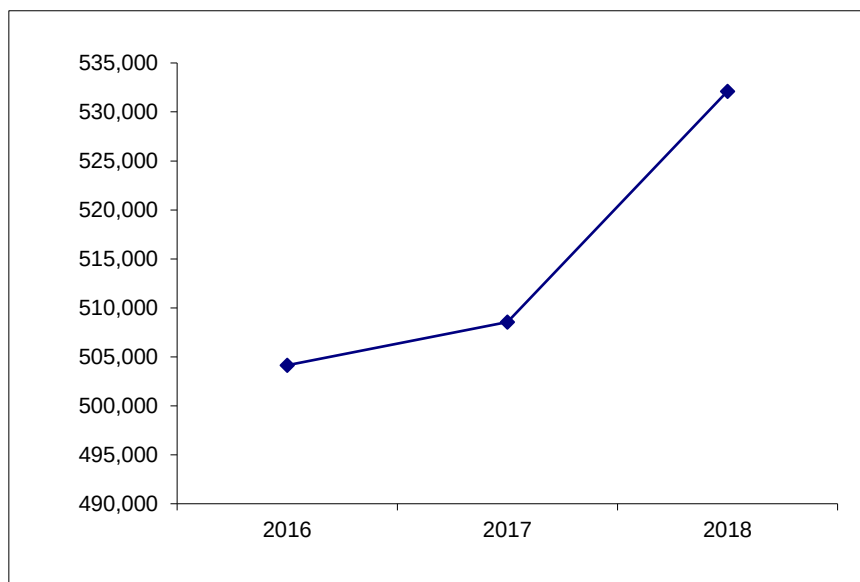


Projected Revenues

LIQUOR LICENSES

MONTH	2016 Actual	2017 Actual	2018
JANUARY	-7,143.60	1,075.91	3,557.82
FEBRUARY	2,706.48	970.89	1,242.18
MARCH	8,414.76	100.00	2,135.75
APRIL	27,217.64	29,187.48	19,600.00
MAY	217,850.92	239,985.85	248,925.00
JUNE	216,869.88	222,598.40	237,660.00
JULY	31,508.64	2,622.82	4,811.46
AUGUST	1,932.20	2,284.27	2,470.86
SEPTEMBER	1,856.80	2,117.60	200.00
OCTOBER	1,502.68	3,333.70	3,464.53
NOVEMBER	1,425.96	7,746.77	8,050.80
DECEMBER	0.00	-3,455.80	0.00

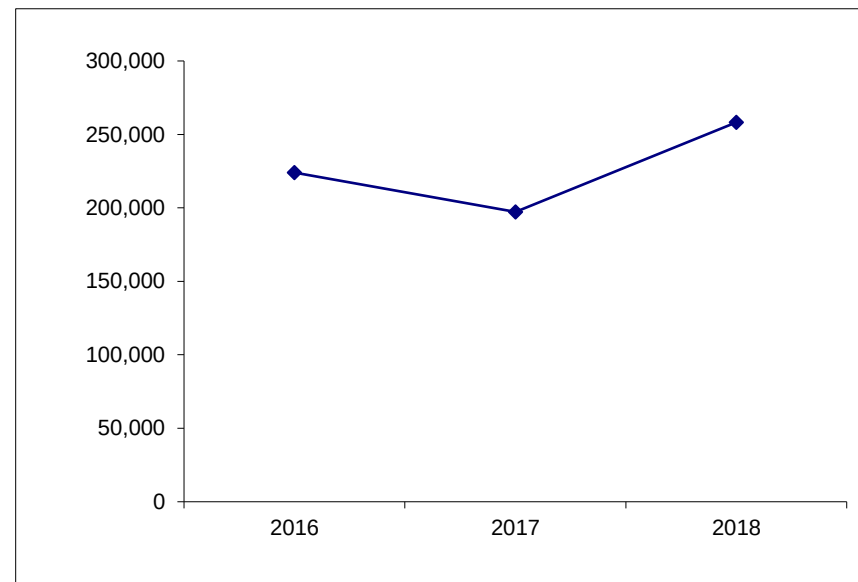
TOTALS	504,142.36	508,567.89	532,118.40
		Current Budget	504,000.00
		Projected Amt Over (Under)	28,118.40



BUILDING PERMITS

MONTH	2016 Actual	2017 Actual	2018
JANUARY	11,829.00	25,018.70	14,620.20
FEBRUARY	8,872.25	8,294.50	18,038.60
MARCH	29,611.65	17,266.45	7,954.30
APRIL	36,030.80	12,932.95	23,408.65
MAY	11,671.05	29,240.40	9,785.80
JUNE	20,001.10	16,116.75	14,818.50
JULY	12,328.40	7,629.90	34,945.00
AUGUST	16,106.25	15,033.10	48,329.20
SEPTEMBER	26,482.80	18,288.60	24,195.00
OCTOBER	21,212.90	22,135.50	28,972.28
NOVEMBER	11,377.00	19,111.40	25,014.16
DECEMBER	18,561.75	6,208.40	8,125.93

TOTALS	224,084.95	197,276.65	258,207.62
		Current Budget	211,000.00
	Projected Amt Over (Under)		47,207.62



Projected Revenues

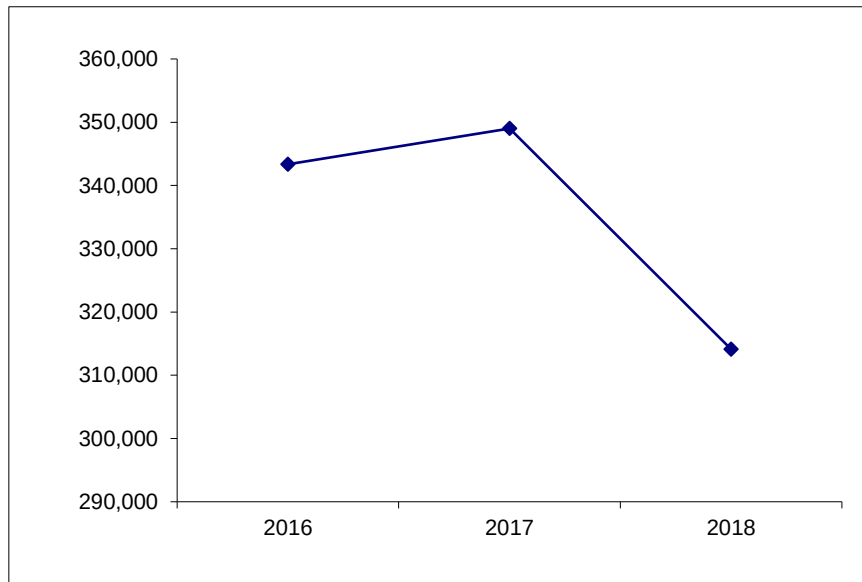
ILLEGAL USE OF VEHICLE

MONTH	2016 Actual	2017 Actual	2018
JANUARY	24,665.00	31,545.00	25,185.00 A
FEBRUARY	25,920.00	24,985.00	22,135.00 A
MARCH	34,585.00	33,705.00	29,625.00 A
APRIL	22,750.00	32,640.00	21,770.00 A
MAY	30,020.00	32,010.00	30,500.00 A
JUNE	40,785.00	26,635.00	23,700.00 A
JULY	28,785.00	26,620.00	29,500.02 A
AUGUST	29,705.00	33,800.00	33,750.00 A
SEPTEMBER	31,635.00	27,970.00	26,765.00 A
OCTOBER	25,145.00	29,250.00	26,326.19 P
NOVEMBER	28,320.00	29,285.00	26,357.70 P
DECEMBER	21,025.00	20,560.00	18,504.84 P

TOTALS **343,340.00** **349,005.00** **314,118.75**

Current Budget **357,000.00**

Projected Amt Over (Under) **-42,881.25**



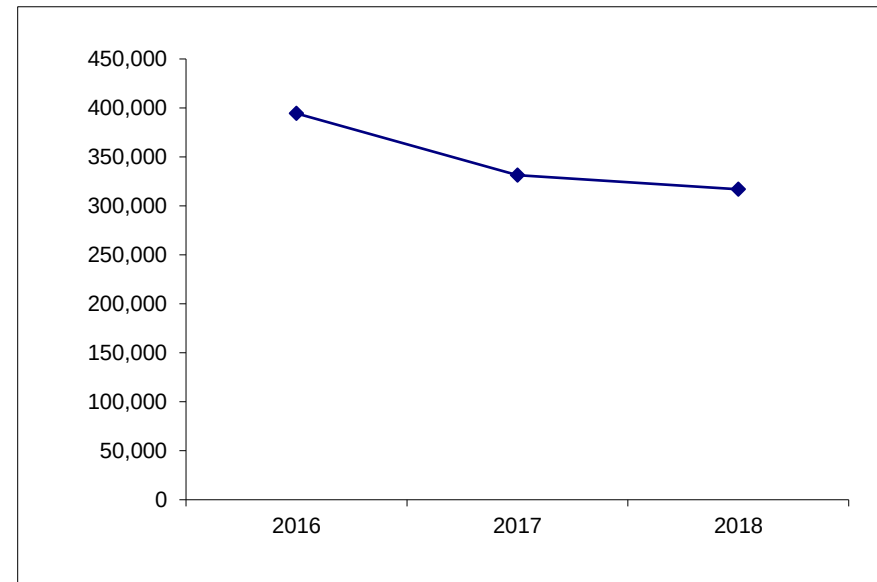
PARKING

MONTH	2016 Actual	2017 Actual	2018
JANUARY	30,524.27	34,895.44	25,619.67 A
FEBRUARY	33,576.55	25,606.25	23,129.88 A
MARCH	37,342.35	30,864.70	26,877.78 A
APRIL	33,001.83	27,249.73	23,927.45 A
MAY	35,234.71	28,420.56	25,863.39 A
JUNE	32,943.24	25,376.53	26,511.27 A
JULY	26,514.04	18,039.29	24,812.73 A
AUGUST	27,863.92	50,159.05	43,872.98 A
SEPTEMBER	25,590.25	19,306.30	28,082.95 A
OCTOBER	26,590.53	25,869.73	24,753.02 P
NOVEMBER	32,077.99	21,431.35	20,506.23 P
DECEMBER	53,169.28	24,039.14	23,001.45 P

TOTALS **394,428.96** **331,258.07** **316,958.81**

Current Budget **340,000.00**

Projected Amt Over (Under) **-23,041.19**

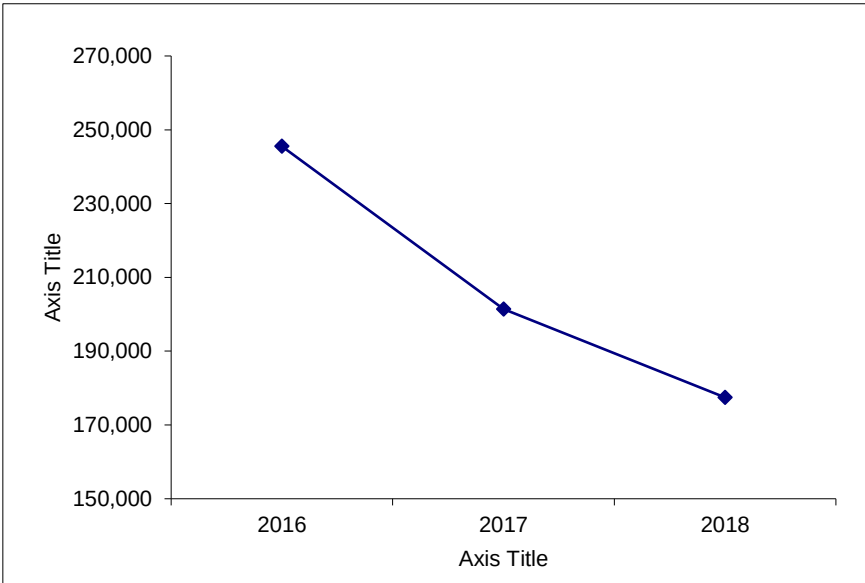


Projected Revenues

COURT FINES

MONTH	2016 Actual	2017 Actual	2018
JANUARY	19,608.71	10,760.71	10,310.57
FEBRUARY	0.00	15,484.21	16,396.46
MARCH	54,287.26	22,565.22	18,502.94
APRIL	26,764.46	27,343.14	18,375.38
MAY	18,335.34	21,521.83	14,424.37
JUNE	26,271.96	15,702.61	18,923.75
JULY	19,018.82	16,387.61	12,638.14
AUGUST	16,811.90	14,397.63	13,221.67
SEPTEMBER	16,663.69	12,749.30	15,467.05
OCTOBER	17,088.41	17,947.15	15,813.80
NOVEMBER	16,156.57	11,424.05	10,066.09
DECEMBER	14,492.59	15,111.69	13,315.39

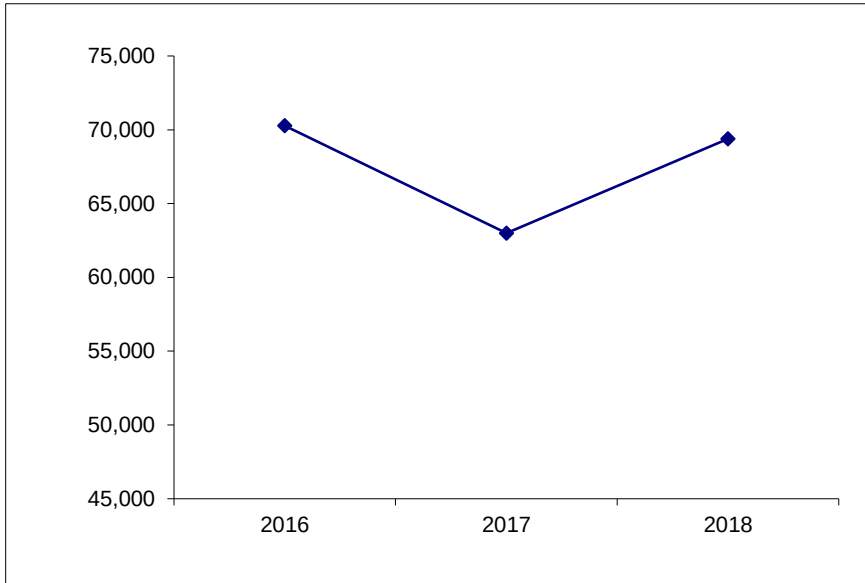
TOTALS	245,499.71	201,395.15	177,455.60
		Current Budget	195,000.00
		Projected Amt Over (Under)	-17,544.40



WEED CUTTING FEES

MONTH	2016 Actual	2017 Actual	2018
JANUARY	2,981.05	989.42	3,807.13
FEBRUARY	6,642.83	2,521.07	3,931.13
MARCH	3,863.69	2,818.12	2,037.54
APRIL	3,344.49	2,281.59	4,814.15
MAY	8,816.26	4,455.68	2,360.16
JUNE	10,177.67	4,438.63	5,661.41
JULY	8,316.54	11,847.73	9,014.88
AUGUST	4,806.37	5,847.73	7,323.28
SEPTEMBER	3,301.62	7,593.47	8,187.05
OCTOBER	5,246.23	9,691.65	10,675.30
NOVEMBER	8,347.54	4,602.94	5,070.11
DECEMBER	4,426.32	5,907.96	6,507.58

TOTALS	70,270.61	62,995.99	69,389.72
		Current Budget	51,000.00
		Projected Amt Over (Under)	18,389.72

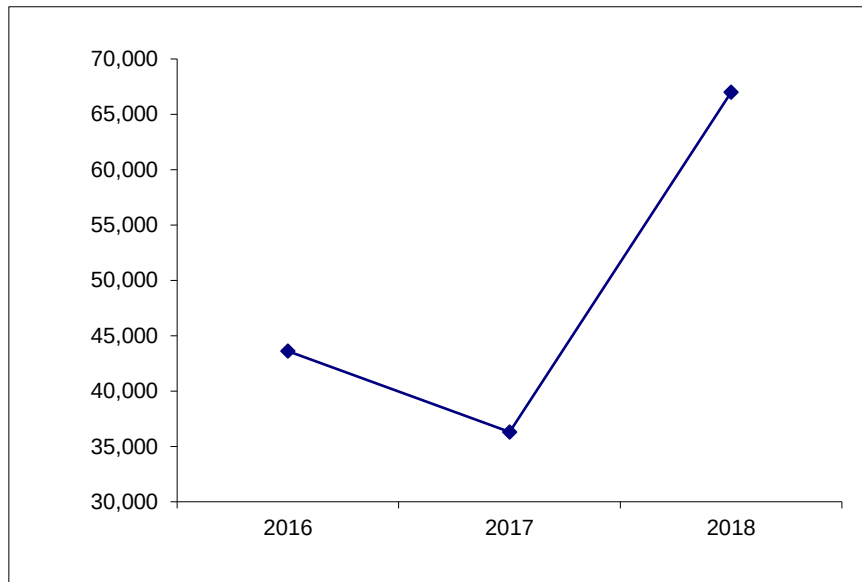


Projected Revenues

DEMOLITION PAYMENTS

MONTH	2016 Actual	2017 Actual	2018
JANUARY	2,908.62	3,094.52	4,085.00
FEBRUARY	6,335.43	3,461.25	3,875.00
MARCH	4,308.62	4,200.29	3,144.19
APRIL	2,678.62	3,523.62	20,411.18
MAY	4,017.62	3,599.02	11,821.98
JUNE	5,212.88	3,210.00	3,035.00
JULY	3,060.68	2,815.00	2,040.00
AUGUST	3,490.93	1,870.00	2,030.00
SEPTEMBER	3,386.90	2,875.00	2,420.00
OCTOBER	3,051.38	3,020.00	5,572.48
NOVEMBER	2,597.69	2,185.00	4,031.74
DECEMBER	2,561.18	2,450.00	4,520.72

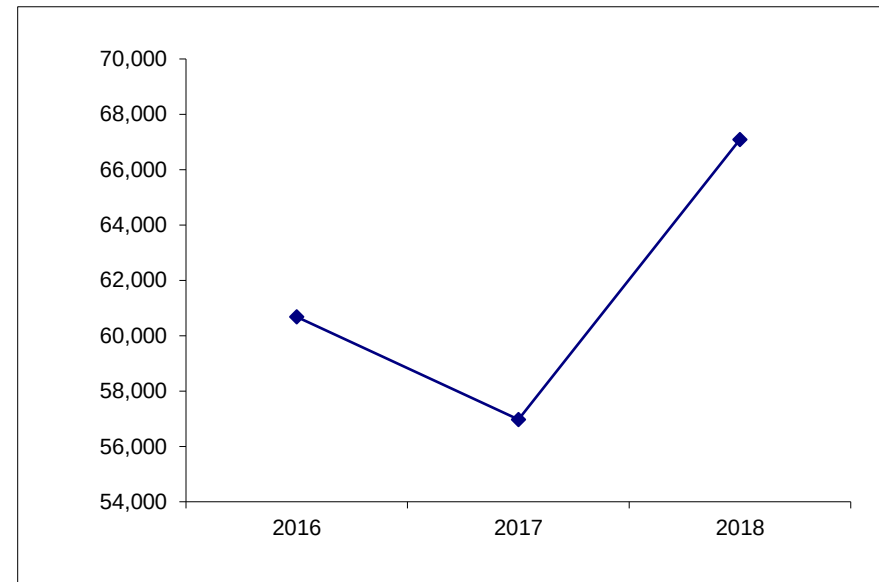
TOTALS	43,610.55	36,303.70	66,987.29
		Current Budget	35,000.00
		Projected Amt Over (Under)	31,987.29



PET CITATIONS

MONTH	2016 Actual	2017 Actual	2018
JANUARY	3,219.55	4,675.88	5,624.07
FEBRUARY	4,446.39	5,654.45	7,221.22
MARCH	6,951.39	8,731.32	5,186.78
APRIL	6,300.38	3,253.46	8,265.15
MAY	5,923.60	3,536.29	4,968.92
JUNE	4,130.37	5,529.30	6,788.27
JULY	5,642.20	3,839.14	5,252.51
AUGUST	4,194.38	4,990.87	4,907.22
SEPTEMBER	5,037.80	4,582.53	4,534.14
OCTOBER	5,934.63	3,498.17	4,119.43
NOVEMBER	5,013.79	4,408.19	5,191.06
DECEMBER	3,884.55	4,273.00	5,031.86

TOTALS	60,679.03	56,972.60	67,090.63
		Current Budget	60,000.00
		Projected Amt Over (Under)	7,090.63



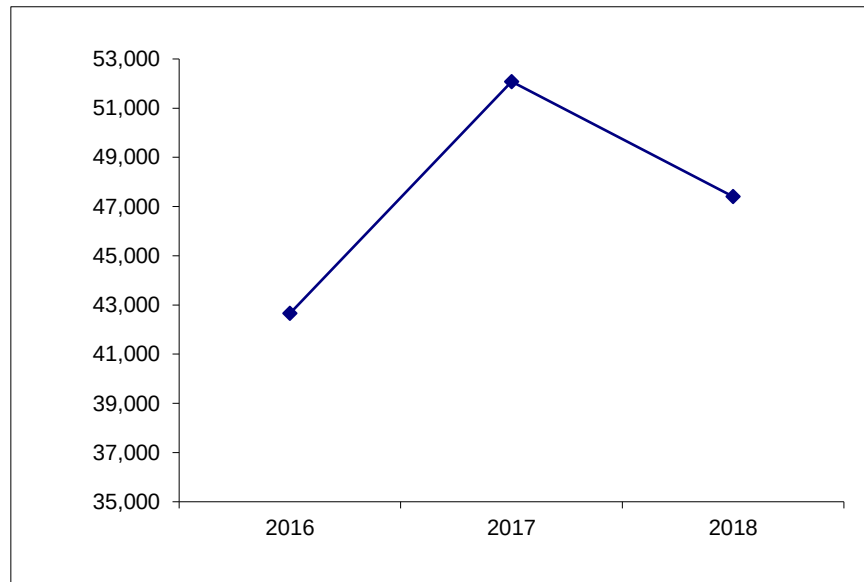
TRASH & CLEAN UP FINES

MONTH	2016 Actual	2017 Actual	2018
JANUARY	2,432.12	3,818.84	3,609.33 A
FEBRUARY	3,707.46	4,666.95	3,787.96 A
MARCH	4,301.09	5,502.65	4,694.36 A
APRIL	3,432.11	4,430.58	7,245.08 A
MAY	2,827.08	6,571.89	5,911.57 A
JUNE	1,253.81	2,680.88	3,782.95 A
JULY	1,982.12	6,230.35	3,381.33 A
AUGUST	3,367.61	5,026.82	1,413.04 A
SEPTEMBER	7,263.59	1,819.81	3,266.28 A
OCTOBER	4,211.41	4,837.59	4,403.46 P
NOVEMBER	3,106.80	2,939.72	2,675.90 P
DECEMBER	4,770.76	3,555.16	3,236.11 P

TOTALS **42,655.96** **52,081.24** **47,407.37**

Current Budget **73,000.00**

Projected Amt Over (Under) **-25,592.63**

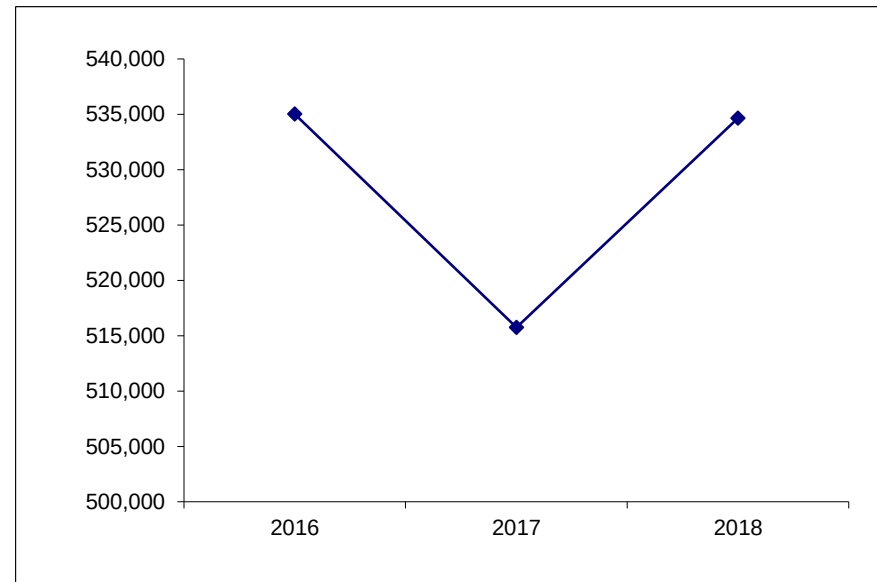
**70-MASS TRANSIT - CHARGES FOR SERVICES**

MONTH	2016 Actual	2017 Actual	2018
JANUARY	26,418.05	34,882.01	45,559.71 A
FEBRUARY	43,791.37	45,922.48	43,625.01 A
MARCH	72,611.37	39,319.53	48,998.55 A
APRIL	33,981.14	44,321.58	42,816.48 A
MAY	44,813.23	50,013.85	47,228.27 A
JUNE	47,949.63	49,318.54	46,871.57 A
JULY	44,483.78	42,138.97	49,084.46 A
AUGUST	46,604.73	43,030.86	42,846.16 A
SEPTEMBER	42,479.66	40,404.95	36,585.25 A
OCTOBER	38,596.83	42,457.11	44,012.39 P
NOVEMBER	48,784.87	47,406.69	49,143.28 P
DECEMBER	44,499.85	36,533.29	37,871.57 P

TOTALS **535,014.51** **515,749.86** **534,642.70**

Current Budget **573,500.00**

Projected Amt Over (Under) **-38,857.30**

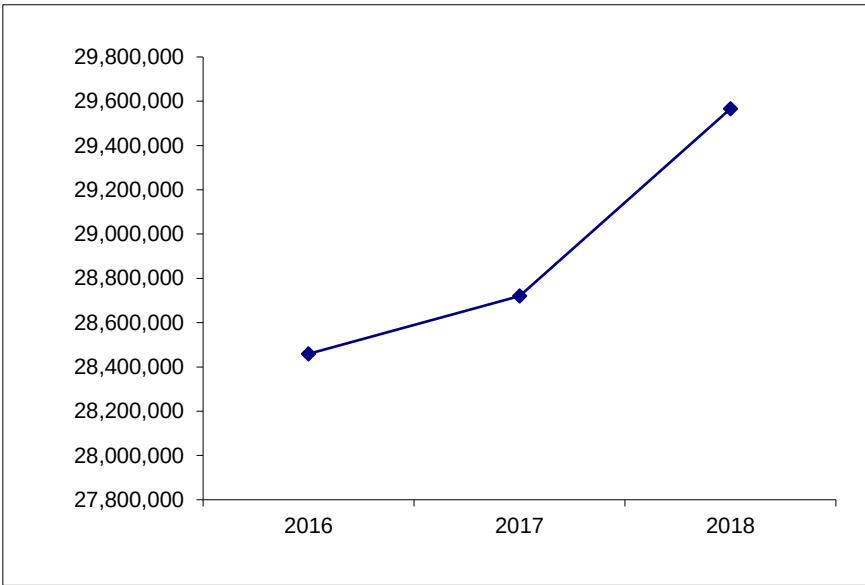


Projected Revenues

80-WATER SALES

MONTH	2016 Actual	2017 Actual	2018
JANUARY	2,104,678.61	2,250,636.79	2,293,291.51
FEBRUARY	2,210,327.74	2,293,297.02	2,442,137.29
MARCH	2,267,954.26	2,197,191.32	2,261,077.95
APRIL	2,221,531.91	2,184,431.48	2,266,796.70
MAY	2,196,960.89	2,202,704.25	2,369,942.81
JUNE	2,425,648.92	2,402,041.11	2,419,949.18
JULY	2,495,624.85	2,635,067.97	2,728,893.44
AUGUST	2,764,878.40	2,682,475.15	2,713,394.06
SEPTEMBER	2,583,865.88	2,554,863.90	2,537,524.98
OCTOBER	2,554,080.04	2,546,500.96	2,621,494.12
NOVEMBER	2,395,921.87	2,506,148.97	2,579,953.79
DECEMBER	2,237,479.85	2,264,904.88	2,331,605.18

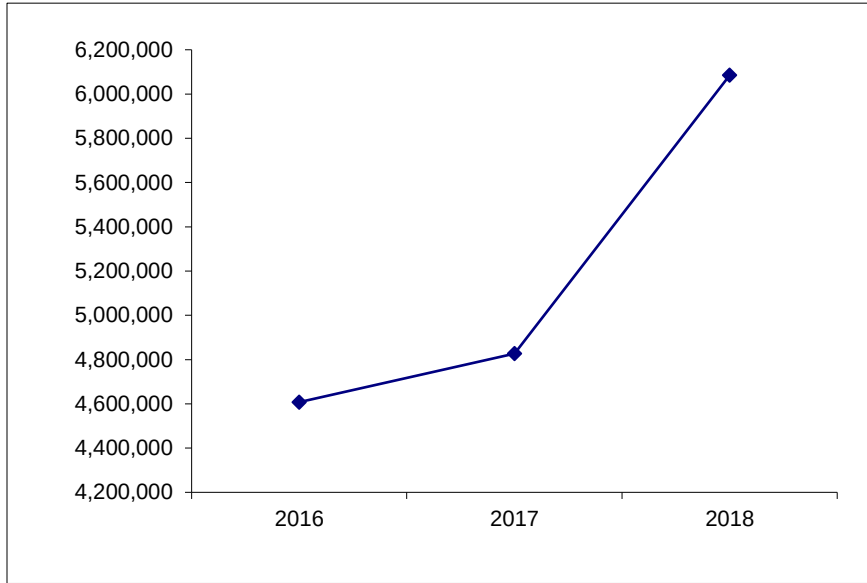
TOTALS	28,458,953.22	28,720,263.80	29,566,061.01
		Current Budget	29,167,000.00
	Projected Amt Over (Under)		399,061.01



79-SEWER USER FEE

MONTH	2016 Actual	2017 Actual	2018
JANUARY	365,361.90	365,842.90	415,444.15
FEBRUARY	390,979.51	365,908.81	442,619.44
MARCH	378,136.50	357,535.86	478,868.69
APRIL	354,698.60	336,921.75	466,503.07
MAY	368,671.08	374,139.45	470,323.66
JUNE	383,539.30	383,450.74	473,070.74
JULY	398,192.98	455,323.40	573,124.51
AUGUST	429,968.67	455,272.26	605,402.59
SEPTEMBER	405,514.62	434,296.55	523,184.44
OCTOBER	403,013.25	460,110.01	580,050.21
NOVEMBER	367,714.04	409,171.38	515,833.04
DECEMBER	361,793.84	428,287.26	539,931.99

TOTALS	4,607,584.29	4,826,260.37	6,084,356.54
		Current Budget	5,529,000.00
		Projected Amt Over (Under)	555,356.54



Projected Revenues

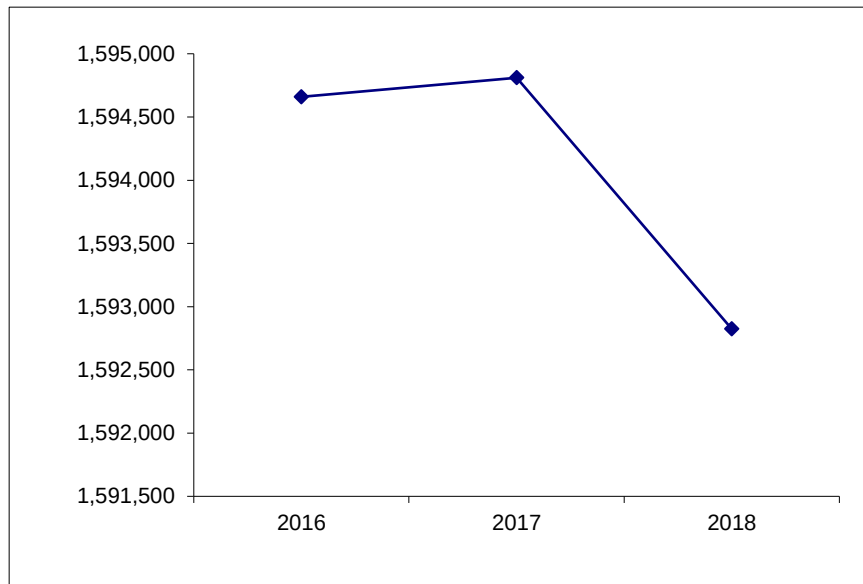
78-STORM WATER FEE

MONTH	2016 Actual	2017 Actual	2018
JANUARY	115,724.00	122,042.07	130,857.73 A
FEBRUARY	124,410.33	115,726.29	115,722.81 A
MARCH	125,098.96	131,044.00	119,204.08 A
APRIL	163,768.53	164,375.29	178,640.07 A
MAY	150,043.04	153,955.37	143,262.25 A
JUNE	120,546.60	120,950.54	116,699.68 A
JULY	113,459.99	121,951.59	125,217.69 A
AUGUST	127,007.68	121,622.82	126,195.38 A
SEPTEMBER	115,106.96	109,785.43	104,206.95 A
OCTOBER	165,183.90	165,672.68	165,466.31 P
NOVEMBER	151,953.53	150,828.65	150,640.77 P
DECEMBER	122,356.36	116,855.56	116,710.00 P

TOTALS **1,594,659.88** **1,594,810.29** **1,592,823.72**

Current Budget **1,606,000.00**

Projected Amt Over (Under) **-13,176.28**



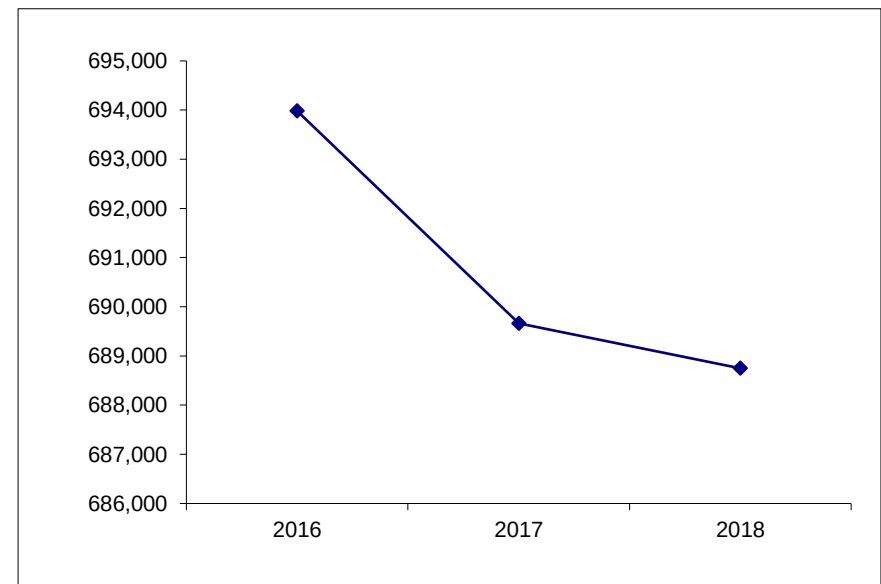
88-RECYCLING FEES

MONTH	2016 Actual	2017 Actual	2018
JANUARY	52,012.50	53,670.25	63,834.61 A
FEBRUARY	66,763.52	57,220.17	53,318.46 A
MARCH	58,159.31	63,538.06	59,585.33 A
APRIL	56,319.77	52,781.31	58,097.70 A
MAY	57,546.84	61,173.86	61,352.11 A
JUNE	57,162.53	60,215.22	55,252.91 A
JULY	53,717.51	61,089.08	57,379.32 A
AUGUST	59,997.07	55,537.02	64,706.87 A
SEPTEMBER	55,158.08	56,982.47	47,989.41 A
OCTOBER	61,572.21	54,207.31	54,135.61 P
NOVEMBER	59,011.54	59,900.37	59,821.14 P
DECEMBER	56,560.41	53,345.70	53,275.14 P

TOTALS **693,981.29** **689,660.82** **688,748.61**

Current Budget **697,500.00**

Projected Amt Over (Under) **-8,751.39**



Public Works

DATE: 10/9/2018

MEMO: 2018-53

TO: Mayor Julie Moore Wolfe and City Council

FROM: Billy Tyus, Interim City Manager
Matt Newell, P.E., Public Works Director
Keith Alexander, Water Production Manager

SUBJECT:

Resolution Authorizing a Professional Engineering Services Agreement With Intera Inc. For An Additional Water Supply Plan

SUMMARY RECOMMENDATION:

Council adopt the attached Resolution authorizing a Professional Engineering Services Agreement with Intera Inc. for an Additional Water Supply Plan at a fee not to exceed \$277,324.

BACKGROUND:

In 2008, the Decatur Water Resources Advisory Committee determined that Decatur needed approximately 10,000 acre feet of additional supply to have sufficient water during a 6 month drought with a 25 year recurrence interval. This recommendation was approved by Council that year.

In 2014, Lake Decatur's storage capacity was 22,352 acre feet (174 days of water supply). The City will secure approximately 6,655 acre feet (52 additional days) when the current dredging project is completed. The Archer Daniels Midland Co. also constructed new water wells with a capacity of 1,300 acre feet (11 additional days). Therefore, 7,955 acre feet of additional water supply (63 additional days) will have been obtained since 2008. This is a total of 237 days, or 7.9 months, of drought protection.

Following the droughts of 2011 and 2012, the Illinois State Water Survey recommended that the City obtain enough water to withstand a 10 month (instead of a 6 month) duration drought. City staff concurs with the Survey's recommendation.

In order to determine precisely what additional water supply, or supplies, the City should

obtain and the options that the City has to obtain them, a request for statements of qualifications and proposals was advertised on May 30, 2018, and also sent by email to approximately 22 engineering services firms. Five proposals were received by the July 6 deadline. A City staff panel evaluated the proposals then conducted interviews with the top 3 firms. The panel's conclusion was that Intera Inc., of Bloomington, Indiana, is the best suited firm to perform this work.

Intera Inc. has successfully completed similar work for the cities of Springfield and Bloomington, Illinois, the East-Central Illinois Regional Water Supply Group and the Indiana Finance Authority.

Major tasks that Intera Inc. will complete are listed below. Task details are described in the attached agreement's Exhibit A, Scope of Work.

1. Initial Utility Survey: Collect available data and reports, interview personnel, project kickoff meeting, initial discussion of alternative selection criteria. Initial data gathering to include Decatur, Illinois State Water Survey, Illinois State Geological Survey, and other key contacts.
2. Drought Analysis: Define the design drought to determine 1) the drought demand, 2) the drought supply, and 3) the drought "gap" (the difference between drought demand and supply).
3. Demand Forecast: Determine the expected water draw from the Lake for the next 50 years.
4. Evaluation of Potential Sources - Shallow Water Source Alternatives: Shallow groundwater, such as potentially found in the Middleton Valley and within the Sangamon River alluvium, and surface waters, such as Lake Tokorozawa and the Vulcan Materials gravel pits, will be assessed.
5. Evaluation of Potential Sources - Mahomet Aquifer Alternative: For the City's DeWitt and Cisco well fields, examine the costs and benefits of operating these wells during drought and near-drought conditions and formulate operational schemes that optimize use of the wells.
6. Systems Model for Alternative Evaluations: Combine operation of additional supply alternatives with Lake Decatur operation under drought scenarios to assess not only how best to use one or more alternatives, but also to examine operating rules for Decatur. The model can also be turned over to Decatur for possible future scenarios.
7. Alternative Ranking and Selection: Comparing alternatives involves selecting and prioritizing a host of criteria including construction costs, operating costs, as well as non-cost benefits, impacts, and risks. Construction and operating costs will require conceptual designs of infrastructure, existing facility improvements, and transmission sizing and routing. Meetings with City staff are expected for criteria development and prioritization.
8. Internal Review and Final Presentation: Presentation of preliminary results (75% completion) to Decatur staff, internal review by Decatur and Intera, completion of final report, and presentation to the City Council.

PRIOR COUNCIL ACTION: August 4 , 2008 - Council approved the Decatur Water Resources Advisory Committee recommendation that the City obtain 10,000 acre feet of additional water supply for drought planning purposes.

POTENTIAL OBJECTIONS: None foreseen.

STAFF REFERENCE: Matt Newell, Public Works Director, 424-2747. Keith Alexander, Water Production Manager, 424-2863.

BUDGET/TIME IMPLICATIONS:
This expenditure will be paid from the Public Works Water Lake Capital Budget at a fee not to exceed \$277,324. The project will take approximately five months to complete.

COPY: Jack Wittman, Intera, Inc.

ATTACHMENTS:

Description	Type
Resolution 2018-53 Additional Supply Plan	Resolution Letter

RESOLUTION NO. 2018-_____

**RESOLUTION AUTHORIZING
A PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH
INTERA INC.
FOR AN ADDITIONAL WATER SUPPLY PLAN**

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

Section 1. That the Agreement for an Additional Water Supply Plan, presented to the Council herewith and attached as Exhibit A between the City of Decatur and Intera Inc. be, and the same is hereby received, placed on file and approved.

Section 2. That the Mayor and City Clerk be, and they are hereby, authorized and directed to execute said Agreement between the City of Decatur, Illinois and Intera Inc. for a fee not to exceed \$277,324.

PRESENTED AND ADOPTED this 15th day of October, 2018.

Julie Moore Wolfe, Mayor

ATTEST:

Kim Althoff, City Clerk

**CITY OF DECATUR, ILLINOIS
PROFESSIONAL ENGINEERING SERVICES AGREEMENT**

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

INTERA INCORPORATED

_____,
("Consulting Engineer"), for and in consideration of the mutual covenants and promises and good and valuable consideration contained herein.

SCOPE OF WORK

The professional engineering 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. CONSULTING ENGINEER. The Consulting Engineer shall provide professional engineering services for the City in all phases of the Project, serve as the City's professional engineering representative for the Project as set forth herein and shall give professional engineering consultation and advice to the City's Representative during the performance of services hereunder. All services provided hereunder shall be performed by the Consulting Engineer in accordance with generally accepted Engineering standards.
- B. NOTICE TO PROCEED. The Consulting Engineer 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 Consulting Engineer 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 Consulting Engineer shall be the City Engineer or the City Engineer's designee as set forth in the Notice to Proceed for each phase of work.
- E. EXTRA WORK AND CHANGE ORDERS. The Consulting Engineer 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 Consulting Engineer 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 Consulting Engineer and shall not be reimbursed by the City.

The Consulting Engineer 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.

SECTION II. BASIC SERVICES

A. STUDY AND REPORT PHASE.

The Consulting Engineer shall:

1. City's Requirements. Review available data and consult with the City's Representative to clarify and define the City's requirements for the Project.
2. Advise Regarding Additional Data. Advise the City's Representative as to the necessity of the City's providing or obtaining from others data or services of the types described in Section V(C) in order to evaluate or complete the Project, and act as the City's representative in connection with any such services.
3. Technical Analysis. Provide analysis of the City's needs, planning surveys, site evaluations, and comparative studies of prospective sites and solutions.
4. Economic Analysis. Provide a general economic analysis of the City's requirements applicable to various alternatives in accordance with economic parameters and assumptions provided by the City's Representative.
5. Report Preparation. Prepare a report ("Study Report") containing schematic layouts, sketches and conceptual design criteria with appropriate exhibits to indicate clearly the considerations involved and the alternative solutions available to the City of Decatur. The Study Report shall also set forth the Consulting Engineer's findings and recommendations with opinions of probable costs for the Project, including construction cost, contingencies, allowances for charges of all professionals and consultants, allowances for the cost of land and rights-of-way, allowances for the relocation of utility facilities and equipment if necessary, and compensation for or damages to properties and interest and financing charges (all of which are hereinafter called "Project Costs"). Specific requirements for the Study Report are included in Exhibit A, Scope of Services.
6. Report Presentation. Furnish paper copies and digital copies of the Study Report in the number and format specified in Exhibit A, Scope of Work, and present and review the Study Report in person with the City as the City's Representative shall direct. The cost of reproduction of the Study Report shall be considered a reimbursable expense and paid in accordance with Section V(C) of this Agreement.
7. 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 design 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 which the City will require to be included in the Drawings and Specifications.

- B. FURNISH INFORMATION. Assist the Consulting Engineer by placing at the Consulting Engineer'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 Consulting Engineer, as required for performance of the Consulting Engineer'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 Consulting Engineer may rely upon in performing the Consulting Engineer'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. Arrange for access to and make all provisions for the Consulting Engineer to enter upon public and private property as required for the Consulting Engineer to perform the Consulting Engineer's services.
- F. REVIEW DOCUMENTS. Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by the Consulting Engineer, 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 Consulting Engineer.
- 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. 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 Consulting Engineer 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 CONSULTING ENGINEER OF DEFECTS OR DEVELOPMENT. Give prompt written notice to the Consulting Engineer whenever the City's Representative observes or otherwise becomes aware of any development that affects the scope or timing of the Consulting Engineer's services, or any defect in the work of the Contractor(s).

SECTION IV. GENERAL CONSIDERATIONS

- A. SUCCESSORS AND ASSIGNS. The City and the Consulting Engineer 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 Consulting engineer 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 Consulting Engineer.

B. OWNERSHIP OF DOCUMENTS. All drawings, specifications, reports, records, and other work product developed by the Consulting Engineer in connection with this Project are public documents and, upon payment to the Consulting Engineer, shall remain the property of the City whether the Project is completed or not.

C. ESTIMATES OF COST (COST OPINION). Since the Consulting Engineer 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 Consulting Engineer's experience and qualifications, but the Consulting Engineer 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 Consulting Engineer shall maintain in full force and effect insurance policies as enumerated below.
2. Policy Form. All policies save for the professional liability shall be written on an occurrence basis. Professional liability insurance can be either claims made or occurrence basis policies.
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 Consulting Engineer shall provide the City's Representative with certificates of insurance showing evidence the insurance policies noted below are in full force and effect. Consulting Engineer shall give the City's Representative at least 30 days written notice prior to any material change, cancellation, or non-renewal except in the case of cancellation for non-payment of premium, in which case notice shall be 10 days. The certificates shall be attached hereto as Exhibit E. The Consulting Engineer shall provide any renewal certificates of insurance automatically to the City's Representative at least 30 days prior to policy expiration. 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.
- g. To the extent the same is available, insurance company or companies shall further certify that said policies shall not be modified, cancelled or terminated until after written notice to the City's Representative per standard ISO accord form wording and the policy provisions.

7. Types and Limits of Insurance. The Consulting Engineer 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 no less than one million dollars (\$1,000,000) per occurrence. General Liability Insurance shall include:

Personal Injury Liability coverage.

c. Automobile Liability: Combined single limits of no less than one million dollars (\$1,000,000) per occurrence. Auto liability shall include hired and non-owned autos.

d. Professional Liability: A professional liability errors and omissions policy with limits of no less than one million dollars (\$1,000,000) per claim. If said policy is written on a claims made basis, the retroactive date of the policy must predate the date of this agreement. In addition, the policy term must extend one year beyond completion date of this agreement.

e. Self-insured: If a self-insured retention or deductible is maintained on any of the policies, the Consulting Engineer 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 Consulting Engineer.

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. Upon receipt of a notice of intent to terminate from the City pursuant to this Agreement, the Consulting Engineer 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 Consulting Engineer in performing this Agreement, whether completed or in process.

3. 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 Consulting Engineer 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 Consulting Engineer an employee or partner of the City. The Consulting Engineer 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 Consulting Engineer 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. Consulting Engineer shall indemnify and save harmless the City, its officers and employees against 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, to the extent proximately caused or proximately arising out of negligent acts or omissions to act by Consulting Engineer in connection with its performance of this contract, including operations of its subcontractors and negligent acts or omissions of employees or agents of the Consulting Engineer or its subcontractors.

The City shall indemnify and save harmless the Consulting Engineer, 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 Consulting Engineer and including reasonable attorney's fees incurred by the Consulting Engineer or required in any way to be paid by the Consulting Engineer, in defense thereof, and shall indemnify and save harmless the Consulting Engineer 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 Consulting Engineer under the terms of the Agreement. The Consulting Engineer shall procure and maintain at his own cost and expense, any additional kinds and amounts of insurance that, in the Consulting Engineer's own judgment, may be necessary for the Consulting Engineer'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.

- K. COPYRIGHT ASSIGNMENT. The Consulting Engineer assigns to the City any and all of Consulting Engineer's rights under copyright laws for work prepared by the Consulting Engineer, 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 Consulting Engineer agrees to execute any additional documents the City may request to effectuate the assignment of said copyright.

- L. NO BID RIGGING, BID ROTATION. The Consulting Engineer certifies, in accordance with Section 33E-11 of the Illinois Criminal Code, that the Consulting Engineer 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 Consulting Engineer so certifies in the Non-Collusion Statement, attached and marked herein as Exhibit G and incorporated herein by reference.
- M. NO DELINQUENT TAXES. The Consulting Engineer 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 Consulting Engineer agrees that it shall comply with the Illinois Drug Free Workplace Act, 30 ILCS 580/1, et seq. If the Consulting Engineer has twenty-five (25) or more employees or this contract is for more than Five Thousand Dollars (\$5,000.00), the Consulting Engineer 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 as is consistent with the applicable professional standard of care.

SECTION V. PAYMENT

- A. BASIS OF BILLING. City shall pay the Consulting Engineer for all services rendered under Section II Phases A through F an amount based on Direct Labor Costs times 3.02 for services rendered by principals and employees assigned to the Project.
- Direct Labor Costs used as a basis for payment means salaries and wages (basic and incentive) paid to all personnel engaged directly on the Project, including but not limited to, engineers, architects, surveyors, designers, draftsmen, specification writers, estimators, other technical personnel, stenographers, typists and clerks; but does not include indirect payroll related costs or fringe benefits. For the purposes of this Agreement, the principals and employees of the Consulting Engineer and their hourly direct labor costs are set forth in Exhibit H hereto.
- B. SUBCONSULTANT. The City shall pay the Consulting Engineer for services and reimbursable expenses of subconsultants engaged by the Consulting Engineer with the approval of the City's Representative, the amount billed by the Subconsultant to the Consulting Engineer times an approved multiplier of 15%.
- C. REIMBURSABLE EXPENSES. In addition to payments provided for in paragraphs A and B of this Section, the City shall pay the Consulting Engineer the actual costs of all Reimbursable Expenses incurred in connection with all Basic and Additional Services. Reimbursable Expenses means the actual expenses incurred directly in connection with the Project for transportation costs on the basis of actual cost if public transportation is used, subsistence incidental thereto, toll telephone calls, reproduction of reports, drawings, specifications and similar project-related items in addition to those required under Section II.

If the Consulting Engineer's vehicles are used on the project, the City shall pay the Consulting Engineer the current Internal Revenue Service standard mileage rate per mile for use of the vehicle.

D. PAYMENT FOR WORK COMPLETED

1. Monthly progress payments may be requested by the Consulting Engineer for work satisfactorily completed and shall be made by the City to the Consulting Engineer as soon as practicable upon submission of statements requesting payment by the Consulting Engineer to the City. Each statement shall be accompanied by an Invoice Data Sheet as shown in Exhibit I. If the Consulting Engineer prefers, the Invoice Data sheet may serve as the Consulting Engineer's invoice.
 2. The Consulting Engineer shall prepare a monthly progress report indicating the amount of work completed based on the approved scope of work and any approved addendums. The Consulting Engineer 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 Consulting Engineer 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 Consulting Engineer 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 Consulting Engineer 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 Consulting Engineer 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 Consulting Engineer and City hereby expressly acknowledge and agree that the Local Government Prompt Payment Act does not apply to this Agreement.
- E. 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 Consulting Engineer 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, Consulting Engineer also will be reimbursed for the charges of independent professional associates and consultants employed by Consulting Engineer to render Basic Services, and paid for services rendered during that phase on the basis of Consulting Engineer'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 Consulting Engineer's principals and employees engaged directly on the Project. In the event of any such termination, Consulting Engineer 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 Consulting Engineer entered into on the last date written below. In witness, the parties have executed this Agreement.

DATED this _____ day of _____, 2018

THE CITY OF DECATUR, ILLINOIS

By: _____
Mayor

ATTEST:

City Clerk

Consulting Engineer Firm

By: 
INTERA

Exhibit A — Scope of Work

PLANNING AND POLICY

WATER SUPPLY

ALTERNATIVE WATER STRATEGIES

REGULATORY SUPPORT & PERMITTING

Prepared By:



October 2018

Decatur Additional Supply Project

TASK 1. Initial Utility Survey

In this task, we begin the process of collecting available data and reports, and interviewing personnel. This task also includes a Project Kickoff Meeting, a tour of the Decatur utility, and an initial discussion of alternative selection criteria. Personnel of interest for initial data gathering include Decatur Public Works Department staff, Illinois State Water Survey, Illinois State Geological Survey, and others identified during the interview process.

Subtasks:

1. Set up BASECAMP® for holding documents and data for Decatur personnel and INTERA project team
2. Meet with Decatur personnel and get a tour of the Decatur Public Works Department facilities
3. Gather pertinent reports from Decatur and City's consultants
4. Interview ISWS and ISGS especially regarding the Mahomet Aquifer and the Middleton bedrock valley and acquire pertinent data and reports

Products and Results:

1. Collection of available data and reports for subsequent review in Tasks 2-5

TASK 2. Drought Analysis

Defining the design drought as quickly as possible is critical to the project so that we can define 1) the drought demand, 2) the drought supply, and 3) the drought "gap" (the difference between drought demand and supply). The drought gap is what must be achieved through additional supply alternatives to provide Decatur drought supply assurance. The "10-month drought" was used as a design basis in RFP. However, a different drought duration can be considered if such a drought can be *quickly and decisively* determined to be more critical to Lake Decatur.

Subtasks:

1. Review drought records; consult with Vern Knapp, and define the critical drought
2. Generate lake inflow, daily precipitation, and evaporation rate time series for the critical drought, or the 10-month drought
3. Develop new stage-volume-area relationship for Lake Decatur
4. Determine Lake Decatur drought yield

Products and Results:

- Assessment of drought relationship: flow at Monticello and inflow to Lake Decatur
- 10-month drought conditions defined:
 - Sangamon inflow time series
 - Friends Creek inflow time series
 - Big/Long Creek inflow time series
 - Lake evaporation rate time series
 - Daily precipitation time series
- Full time series hydrologic data sets defining 10-month drought, ready for inclusion in the Systems Model (Task 6)
- Comparison of 10-month drought inputs/outputs with ISWS water budget model

TASK 3. Demand Forecast

The monthly utility demand will be forecast for the next 50 years. An analysis of the historical water use will calculate the historical monthly gallons per capita per day (gpcd). These monthly gpcd's will be used to forecast the future demand using population projections. From this baseline forecast, the relationship of temperature and precipitation on water-use will be analyzed. The relationship of water-use and weather will be used to create a drought forecast of water demand. The drought analysis task will design the drought scenario for the demand forecast. A baseline forecast of monthly utility demand and monthly drought demand will be the results of this task.

Subtasks:

1. Determine historical per capita demand (gpcd)
2. Determine weather-related (temperature, precipitation) demand elasticities
3. Determine drought per capita demand (drought gpcd)
4. Forecast drought demand
5. Compare drought demand with Lake Decatur drought yield to estimate drought supply gap

Results and Products:

- Baseline utility forecast
- Drought forecast
- Projections of monthly demand, both during "normal" weather and during the design drought

TASK 4. Evaluation of Potential Sources – Shallow Water Source Alternatives

In this project element, shallow groundwater, such as potentially found in the Middleton Valley and within the Sangamon River alluvium, and surface waters, such as Lake Tokorozawa and the Vulcan Materials gravel pits, will be assessed using best available data and professional experience gained from similar evaluations for Springfield. For the gravel pits, we will review/analyze historic operational data from past pumping of gravel pits, define minimum allowable water level in gravel pits, with the goal of estimating a stage-volume relationship for each of the gravel pits.

The unconsolidated aquifer system is composed of thick sequences of clay-rich till, interspersed with layers of sand and gravel that are naturally variable in thickness and extent. The objective of this task is to integrate existing information to identify potential areas within the Sangamon River Alluvium and the Middleton that could support high-capacity wells. Results of the previous tasks will be used to develop and calibrate a scoping groundwater flow model of the Sangamon Alluvium and the Middleton Aquifer. The modeling analysis will be used to estimate the 1) potential drought yield of the local aquifer system at each priority location identified above, 2) appropriate spacing of production wells, and 3) potential impacts of pumping to neighboring wells.

Subtasks:

1. Develop stage-volume relationships for gravel pits (Lake Tokorozawa, Vulcan gravel pits)
2. Assess risk to Lake Tokorozawa water quality from surrounding landfills
3. Develop cross-sections and “solids” models for shallow aquifers
4. Develop “scoping” models of shallow aquifers
5. Estimate yields of shallow options

Results and Products:

- Stage-volume relationships for gravel pits
- 3-D Solids model of Sangamon Alluvial Aquifer and Middleton Valley
- 2-D Geologic cross sections
- Scoping model for assessing potential drought yield of gravel pits and promising locations identified in the above subtask
- Summary of risk posed to Lake Tokorozawa by surrounding landfills

TASK 5. Evaluation of Potential Sources – Mahomet Aquifer Alternative

Operational experience suggests that the benefits provided by emergency wells at the DeWitt and Cisco wellfields are tempered by costs associated with interference effects on neighboring wells (DeWitt), loss of water to dry streambeds (DeWitt and Cisco), or inefficiencies due to recycling of stream water (Cisco). We will examine the costs and benefits of operating these wells during drought and near-drought conditions and formulate operational schemes that optimize use of the wells. Our analysis will examine the timing and tradeoffs associated with using these emergency wells, with a focus on maximizing the net benefits.

Subtasks:

1. Conduct interviews with ISWS and develop focused groundwater model runs for ISWS
2. Develop conceptual model of transmission from DeWitt well field to Lake Decatur
3. Develop mathematical model of losses and lag time for transmission to Lake Decatur
4. Model operation of DeWitt well field focusing on interaction with Sangamon River and the Mahomet aquifer with well-defined predictive modeling scenarios to bound the drought yield of the aquifer (latter to be performed by the ISWS)
5. Assess alternative Mahomet Aquifer well locations
6. Develop operating rules for DeWitt well field

Results and Products:

- Conceptual model of transmission from DeWitt well field to Lake Decatur
- Mathematical model of losses and lag time for transmission to Lake Decatur
- Groundwater modeling of operation of DeWitt well field focusing on interaction with Sangamon River and the Mahomet aquifer – well defined predictive modeling scenarios to bound the drought yield of the aquifer (to be performed by the ISWS)
- Operating rules for DeWitt well field:
 - Mahomet triggers for drawdown and recovery at the well field
 - Rate and duration of pumping and resting during drought defined
 - Drought yield – production from Mahomet aquifer
 - Drought yield – inflow to Lake Decatur

TASK 6. Systems Model for Alternative Evaluations

Here we can combine operation of additional supply alternatives with Lake Decatur operation under drought scenarios to assess not only how best to use one or more alternatives, but also to examine operating rules for Decatur water managers. This tool can also be turned over to Decatur for possible future scenarios.

Subtasks:

1. Create Goldsim player to assist in the assessment of alternative additional supplies by combining a host of inputs including: Lake Decatur bathymetry, hydrologic inputs for 10-month drought, drought demand scenario Lake withdrawals (Decatur and ADM), connection to other potential sources
2. Run Goldsim player to evaluate potential source timing of release (within yield constraints) in combination with alternate demand curves during the 10-month design drought
3. Develop Goldsim dashboard to allow City to modify inputs/demands/sources and evaluate Water Supply under changed conditions
4. Develop new operational rules for the raw water supply system

Results and Products:

- GoldSim model including:
 - Physical description of Lake Decatur
 - Hydrologic inputs for 10-month drought
 - Connection to other potential sources – yield and timing
 - ADM Lake withdrawals
 - Drought demand scenarios
- Decision Support Tool:
 - GoldSim Player file and dashboard to allow City to modify inputs/demands/sources and evaluate Water Supply under changed conditions
- Model results defining the 10-month drought-supply gap
- Model results assessing potential alternate sources and impacts on the supply gap
- Alternate scenarios to be defined in discussions with the City. Could include assessing alternate demand curves during the 10-month drought, alternate ADM demands, alternate operating rules for reservoir and other sources, or reduced lake volume due to sedimentation
- Bullet list of proposed operating rules

TASK 7. Alternative Ranking and Selection

Comparing alternatives involves selecting and prioritizing a host of criteria including construction costs, operating costs, as well as non-cost benefits, impacts, and risks. Construction and operating costs will require conceptual designs of infrastructure, existing facility improvements, and transmission sizing and routing. Meetings with City staff are expected for criteria development and prioritization.

Subtasks:

1. Develop multi-criteria scoring
2. Define scope of viable alternatives
3. Develop conceptual designs for alternatives
4. Estimate construction and operating costs for selected alternatives
5. Score and rank alternatives
6. Prepare recommendations and present to City Council

Results and Products:

- Technical memo describing approach and weighted criteria for alternative evaluation
- Conceptual designs and cost estimates for each alternative
- Presentation of alternative analysis and recommended alternative

TASK 8. Internal Review and Final Presentation

This task represents the final phase of the project and involves a presentation of preliminary results (75% completion) to Decatur Public Works Department staff, internal review by Decatur staff and INTERA, completion of final report, and presentation to the City Council.

Subtasks:

1. Preparation of final report draft
2. Presentation to selected Decatur Public Works Department staff
3. Review of draft by Decatur staff and INTERA
4. Final report completion
5. Presentation of report and results as outlined in Task 7

Results and Products:

- Final report and presentation materials summarizing data and analyses, selection criteria, viable alternatives, and recommendations for Additional Water Supply for Decatur

Decatur Alternative Supply Proposal										Total Hours	
HOURS											
Principal I	Sr. Eng./Sci II	Principal /Sci II	Sr. Eng./Sci III	Sr. Eng./Sci I	Principal /Sci I	Eng./Sci III	Eng./Sci IV	Eng./Sci III	Eng./Sci III		
10	28	16	8	8	8	0	0	0	0	0	80
12	20	8	106	8	8	0	8	10	6	0	178
4	10	0	8	0	0	0	50	0	0	0	78
2	14	72	24	4	4	0	0	41	0	0	157
2	18	16	94	4	4	0	0	15	6	0	155
0	12	0	172	0	0	30	144	30	6	0	394
0	0	0	0	0	120	0	0	72	6	0	198
8	4	0	0	0	0	0	0	0	4	0	16
38	106	112	412	412	144	30	202	168	44	0	1256

LABOR										Total Labor \$	
Task 1 - Initial Utility Survey	\$ 791	\$ 2,307	\$ 1,013	\$ 477	\$ 515	\$ -	\$ -	\$ -	\$ 342	\$ -	\$ 5,446
Task 2 - Drought Analysis	\$ 950	\$ 1,648	\$ 507	\$ 6,319	\$ 515	\$ -	\$ 358	\$ 317	\$ 205	\$ -	\$ 10,819
Task 3 - Demand Forecasting	\$ 317	\$ 824	\$ -	\$ 477	\$ -	\$ -	\$ 2,238	\$ -	\$ 205	\$ -	\$ 4,061
Task 4 - Eval of Potential Sources - Shallow Water Source Alt	\$ 158	\$ 1,154	\$ 4,560	\$ 1,431	\$ 257	\$ -	\$ -	\$ 1,302	\$ -	\$ -	\$ 8,862
Task 5 - Eval of Potential Sources - Mahomet Aquifer Alt	\$ 158	\$ 1,483	\$ 1,013	\$ 5,604	\$ 257	\$ -	\$ -	\$ 476	\$ 205	\$ -	\$ 9,198
Task 6 - Develop Systems Model	\$ -	\$ 989	\$ -	\$ 10,253	\$ -	\$ 2,076	\$ 6,445	\$ 952	\$ 205	\$ -	\$ 20,920
Task 7 - Alternative Analysis	\$ 633	\$ 330	\$ -	\$ -	\$ 7,725	\$ -	\$ -	\$ 2,286	\$ 205	\$ -	\$ 10,216
Task 8 - Final Meeting and Presentation	\$ 3,007	\$ 8,734	\$ 7,094	\$ 24,561	\$ 9,270	\$ 2,076	\$ 9,040	\$ 5,334	\$ 1,506	\$ -	\$ 70,621

ODCs (Subconsultants, Travel, equipment, etc)										Total ODCs \$	
Task 1 - Initial Utility Survey	\$ 250	\$ 200	\$ 250	\$ -	\$ 250	\$ -	\$ 1,800	\$ -	\$ -	\$ 15%	\$ 5,338
Task 2 - Drought Analysis	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ -	\$ 4,800
Task 3 - Demand Forecasting	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ 1,800	\$ -	\$ -	\$ 3,840.00	\$ 31,440
Task 4 - Eval of Potential Sources - Shallow Water Source Alt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Task 5 - Eval of Potential Sources - Mahomet Aquifer Alt	\$ -	\$ 200	\$ -	\$ 1,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 10,000
Task 6 - Develop Systems Model	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200
Task 7 - Alternative Analysis	\$ -	\$ 200	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ 500	\$ -	\$ 1,200.00	\$ 10,400
Task 8 - Final Meeting and Presentation	\$ 250	\$ 200	\$ 250	\$ -	\$ 250	\$ -	\$ -	\$ -	\$ 800	\$ -	\$ 1,870
TOTALS	\$ 500	\$ 1,400	\$ 500	\$ 1,800	\$ 1,000	\$ -	\$ 3,600	\$ 500	\$ 4,000	\$ 36,650	\$ 64,048

LABOR MULTIPLIER: 3.02

TOTAL by Task				ESTIMATE	
DIRECT LABOR	EST LABOR COST	ODC/SUB	ESTIMATE	ENG COST	
Task 1 - Initial Utility Survey	\$ 5,446	\$ 16,447	\$ 5,338	\$ 21,785	
Task 2 - Drought Analysis	\$ 10,819	\$ 32,674	\$ 4,800	\$ 37,474	
Task 3 - Demand Forecasting	\$ 4,061	\$ 12,263	\$ 31,440	\$ 43,703	
Task 4 - Eval of Potential Sources - Shallow Water Source Alt	\$ 8,862	\$ 26,764	\$ -	\$ 26,764	
Task 5 - Eval of Potential Sources - Mahomet Aquifer Alt	\$ 9,198	\$ 27,777	\$ 10,000	\$ 37,777	
Task 6 - Develop Systems Model	\$ 20,920	\$ 63,180	\$ 200	\$ 63,380	
Task 7 - Alternative Analysis	\$ 10,216	\$ 30,852	\$ 10,400	\$ 41,252	
Task 8 - Final Meeting and Presentation	\$ 1,100	\$ 3,321	\$ 1,870	\$ 5,191	
TOTALS	\$ 70,621	\$ 213,276	\$ 64,048		
ESTIMATED ENGINEERING COST				\$ 277,324	



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.

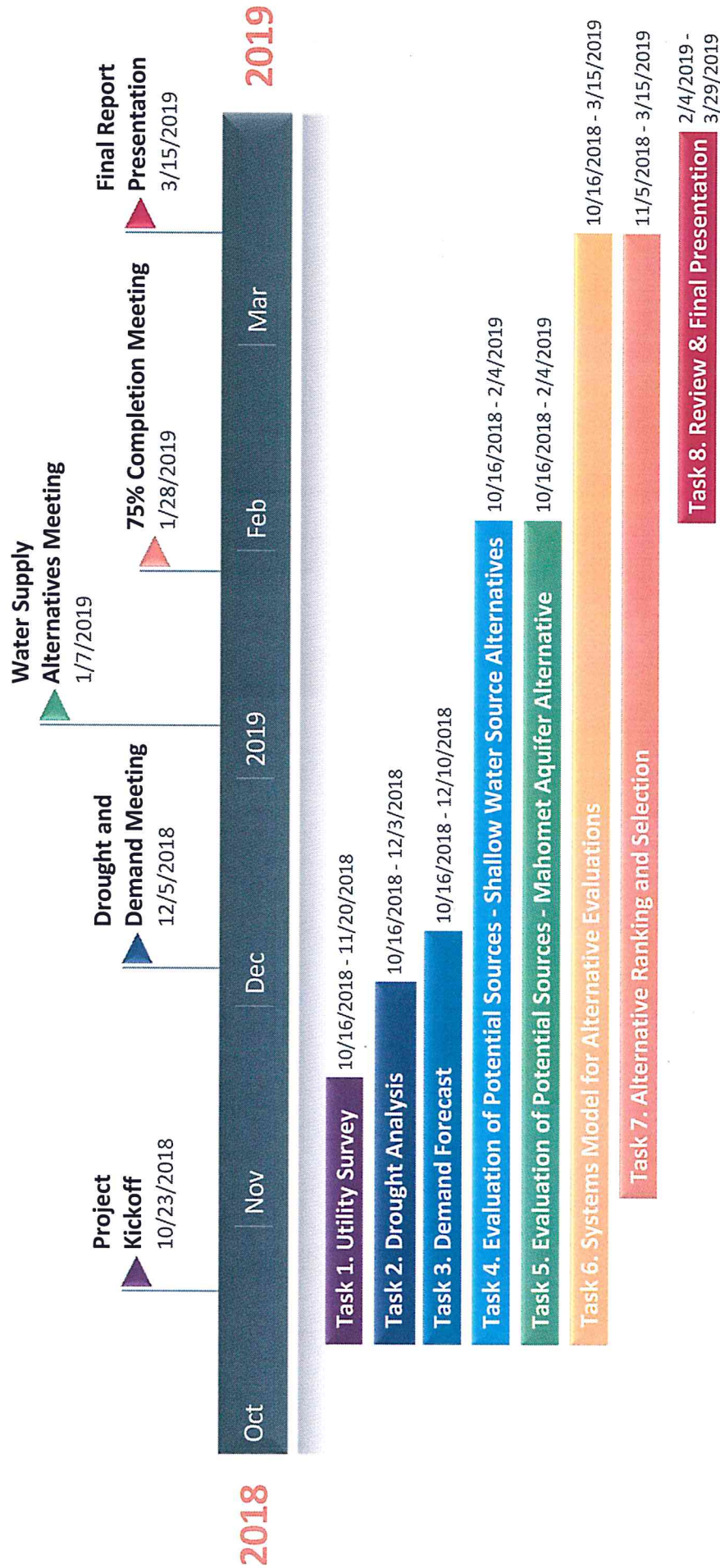
CITY OF DECATUR, IL BY: _____ (City Engineer) Dated this ____ day of _____, 20 _____.
--

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

Page C-1





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

Change Order

Date: _____
 Request No. _____ ☐ Final
 Consulting
 Engineer: _____
 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 \$ _____

☐ addition
 Total net ☐ 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 _____
 Mayor

 Date

Attested _____
 City Clerk

 Date

ACORDTM**CERTIFICATE OF LIABILITY INSURANCE**DATE (MM/DD/YYYY)
9/05/2018

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 USI Insurance Services LLC -CL 7550 IH-10 West, Suite 700 San Antonio, TX 78229 210 366-0671		CONTACT NAME: David Miranda PHONE (A/C, No, Ext): 512-651-4112 FAX (A/C, No): 512-451-7555 E-MAIL ADDRESS:															
INSURED Intera, Inc. 1812 CENTRE CREEK DR STE 300 AUSTIN, TX 78754		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Aspen Specialty Insurance Co</td> <td>10717</td> </tr> <tr> <td>INSURER B : Hartford Casualty Insurance Company</td> <td>29424</td> </tr> <tr> <td>INSURER C : Sentinel Insurance Company Ltd.</td> <td>11000</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Aspen Specialty Insurance Co	10717	INSURER B : Hartford Casualty Insurance Company	29424	INSURER C : Sentinel Insurance Company Ltd.	11000	INSURER D :		INSURER E :		INSURER F :	
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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 SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Pollution Liability ☒ B/D Ded \$10,000 GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	X	X	ERAE3AH18	06/01/2018	06/01/2019	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$25,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
C	AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY	X	X	65UECZR3402	06/01/2018	06/01/2019	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	UMBRELLA LIAB ☒ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$	X	X	EXAE3AK18	06/01/2018	06/01/2019	EACH OCCURRENCE \$6,000,000 AGGREGATE \$6,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☒ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	X	N/A	65WBAS8430	06/01/2018	06/01/2019	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
A	Professional Liab Each Wrongful Act Deductible	X		ERAE3AH18	06/01/2018	06/01/2019	\$2,000,000 Aggregate \$1,000,000 \$100,000

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

Re: DECAT.M001

A 30 days written notice prior to any material change, cancellation, or non-renewal except in the case of cancellation for non-payment of premium, in which case notice shall be 10 days applies when required by written contract.

The General Liability and Auto policies include a blanket automatic Additional Insured endorsement that (See Attached Descriptions)

CERTIFICATE HOLDER**CANCELLATION**

City of Decatur, Illinois #1 Gary K. Anderson Plaza Decatur, IL 62523-1196	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 <i>J.W. Wagner</i>
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DESCRIPTIONS (Continued from Page 1)

provides Additional Insured status to The City of Decatur and its officers and employees only when there is a written contract that requires such status, and only with regard to work performed on behalf of the named insured. Coverage is Primary and Non-Contributory.

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.

The corporate officers are as follows:

President: A. Marsh Lavenue

Vice President: Cynthia Ardito

Secretary: Van Kelley

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: _____

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 Consulting Engineer 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 Consulting Engineer 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).

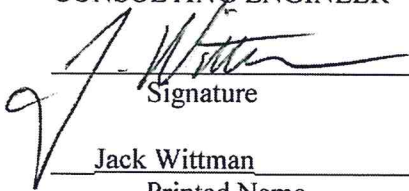
SECTION III. DRUG FREE WORKPLACE AND DELINQUENT ILLINOIS TAXES STATEMENT

The undersigned states under oath that the Consulting Engineer 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 Consulting Engineer 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 Consulting Engineer 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)

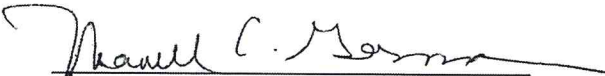
SECTION IV. FAMILIARITY WITH LAWS STATEMENT

The undersigned, being duly sworn, hereby states that the Consulting Engineer 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.

CONSULTING ENGINEER


 Signature
Jack Wittman
 Printed Name
V.P. Midwest
 Title

SUBSCRIBED and SWORN to before me this 11 day of September, 2018.



Notary Public

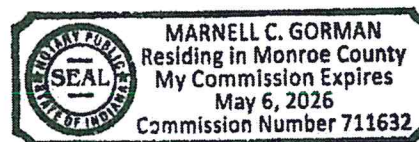


Exhibit H		
DIRECT HOURLY LABOR COSTS OF THE CONSULTING ENGINEER As of the date of this contract.		
Project Name: Decatur Additional Water Supply Plan		
Consulting Engineer: INTERA Incorporated		
Classification	Minimum	Maximum
Principal Engineer/Scientist	\$61.30	\$93.32
Senior Engineer/Scientist I	\$55.29	\$63.35
Senior Engineer/Scientist II	\$47.75	\$57.33
Senior Engineer/Scientist III	\$43.05	\$52.00
Senior Engineer/Scientist IV	\$38.23	\$48.28
Engineer/Scientist I	\$36.06	\$45.19
Engineer/Scientist II	\$31.19	\$36.29
Engineer/Scientist III	\$29.42	\$31.93
Engineer/Scientist IV	\$23.08	\$27.88
Senior Technician	\$31.61	\$37.26
Technician	\$23.14	\$29.60
Clerical	\$17.00	\$26.83

Exhibit I - CITY OF DECATUR INVOICE DATA SHEET			
Project:			
<i>(Consulting Engineer Name & Address)</i>		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		<i>(For City Use)</i>	
Avg. Total Labor Cost			
Percent Complete			

Consulting Engineer's
Signature: _____

Title: _____

Economic & Community Development

DATE: 10/15/2018

MEMO: No. 18-37

TO: Honorable Mayor Julie Moore Wolfe and City Council Members

FROM: Billy Tyus, Interim City Manager
Raymond Lai, Director of Economic and Community Development
John Williams, Mass Transit Administrator

SUBJECT:

Resolution Authorizing Execution and Amendment of FY19 Downstate Operating Assistance Grant Agreement with Illinois Department of Transportation.

SUMMARY RECOMMENDATION:

It is recommended that item be approved.

BACKGROUND:

The City of Decatur applies to the Illinois Department of Transportation each year for Grant assistance to fund operations of the Decatur Public Transit System. This grant is commonly known as the Downstate Operating Assistance Program and provides 65% of reimbursements to the City of Decatur for operational expenses. The agreement amount to the City of Decatur is up to \$11,057,000.00 with the City of Decatur providing a 35% match.

POTENTIAL OBJECTIONS: Staff is not aware of objections.

INPUT FROM OTHER SOURCES: None

STAFF REFERENCE: Should the City Council have any questions, they may contact Ray Lai at 424-2727 or rlai@decaturil.gov; Gregg Zientara at 424-2702 or [gzientara@decaturil.gov](mailto:gzentara@decaturil.gov); John Williams at 424-3552 or jwilliams@decaturil.gov; Michelle Alexander at 424-3559 or malexander@decaturil.gov

BUDGET/TIME IMPLICATIONS: None

ATTACHMENTS:

Description	Type
Resolution	Resolution Letter

RESOLUTION NO. R _____

**RESOLUTION AUTHORIZING EXECUTION AND AMENDMENT OF
FY 2019 DOWNSTATE OPERATING ASSISTANCE GRANT AGREEMENT WITH
ILLINOIS DEPARTMENT OF TRANSPORTATION**

WHEREAS, the provision of public transportation service is essential to the people of Illinois; and

WHEREAS, the Downstate Public Transportation Act (30ILCS740/2-1 *et seq.*) (“Act”) authorizes the State of Illinois, acting by and through the Illinois Department of Transportation, to provide grants and make funds available to assist in the development and operation of public transportation systems; and

WHEREAS, grants for said funds will impose certain obligations upon the recipient, including provision by it of the local share of funds necessary to cover costs not covered by funds provided under the Downstate Public Transportation Act.

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

Section 1. That the City of Decatur Illinois enter into a Downstate Public Transportation Operating Assistance Agreement (“Agreement”), attached as Exhibit “A”, with the State of Illinois and amend such Agreement, if necessary, for Fiscal Year 2019 in order to obtain grant assistance under the provision of the Act.

Section 2. That the Mayor of the City of Decatur, Illinois, and she is hereby, authorized and directed to execute the Agreement or its amendments(s) on behalf of the City of Decatur Illinois for such assistance for Fiscal Year 2019.

Section 3. That the Mass Transit Administrator of the City of Decatur, Illinois, is hereby authorized to provide such information and file such documents as may be required to perform the Agreement and to request and receive the grant funding for Fiscal Year 2019.

Section 4. That while participating in said operating assistance program the City of Decatur, Illinois, shall provide all required matching funds

PRESENTED AND ADOPTED this 15th day of October, 2018.

Julie Moore Wolfe, Mayor

ATTEST:

Kim Althoff, City Clerk

GRANT AGREEMENT



**BETWEEN
THE STATE OF ILLINOIS, ILLINOIS DEPARTMENT OF TRANSPORTATION
AND
CITY OF DECATUR**

The Illinois Department of Transportation (Grantor), with its principal office at
2300 South Dirksen Parkway, Springfield IL. 62764,
and City of Decatur (Grantee), with its principal office at
1 Gary K Anderson Plaza, Decatur, IL 62523,
and payment address (if different than principal office) at Same
hereby enter into this Grant Agreement (Agreement). Grantor and Grantee are collectively referred to herein
as "Parties" or individually as a "Party."

PART ONE – THE UNIFORM TERMS

RECITALS

WHEREAS, it is the intent of the Parties to perform consistent with all Exhibits and attachments hereto
and pursuant to the duties and responsibilities imposed by Grantor under the laws of the State of Illinois and
in accordance with the terms, conditions and provisions hereof.

NOW, THEREFORE, in consideration of the foregoing and the mutual agreements contained herein, and
for other good and valuable consideration, the value, receipt and sufficiency of which are acknowledged, the
Parties hereto agree as follows:

ARTICLE I

AWARD AND GRANTEE SPECIFIC INFORMATION AND CERTIFICATION

1.1 DUNS Number; SAM Registration; Nature of Entity. Under penalties of perjury, Grantee
certifies that 075613000 is Grantee's correct DUNS number, that 376001308
is Grantee's correct FEIN or Social Security Number, and that Grantee has an active State registration and
SAM registration. Grantee is doing business as a (check one):

- | | |
|--|--|
| ☐ Individual | ☐ Pharmacy - Non Corporate |
| ☐ Sole Proprietorship | ☐ Pharmacy/Funeral Home/Cemetery Corp. |
| ☐ Partnership | ☐ Tax Exempt |
| ☐ Corporation (includes Not For Profit) | ☐ Limited Liability Company (select
applicable tax classification) |
| ☐ Medical Corporation | ☐ P = partnership |
| ☒ Governmental Unit | ☐ C = corporation |
| ☐ Estate or Trust | |

If Grantee has not received a payment from the State of Illinois in the last two years. Grantee must
submit a W-9 tax form with this Agreement.

1.2 Amount of Agreement. Grant Funds (check one) ☐ shall not exceed or ☒ are estimated to be

EXHIBIT A

Agreement No. 4953 (19-1141-9499)

\$ 11,057,000.00, of which \$ 0.00, are federal funds. Grantee agrees to accept Grantor's payment as specified in the Exhibits and attachments incorporated herein as part of this agreement.

1.3 Identification Numbers. If applicable, the Federal Award Identification Number (FAIN) is n/a, the Federal awarding agency is n/a, and the Federal Award date is n/a. If applicable, the Catalog of Federal Domestic Assistance (CFDA) Name is n/a and Number is n/a. The Catalog of State Financial Assistance (CSFA) Number is 494-80-1141. The State Award Identification Number is 1141-9499.

1.4 Term. This Agreement shall be effective on 7/1/2018 and shall expire on 6/30/2019 unless terminated pursuant to this Agreement.

1.5 Certification. Grantee certifies under oath that (1) all representations made in this Agreement are true and correct and (2) all Grant Funds awarded pursuant to this Agreement shall be used only for the purpose(s) described herein. Grantee acknowledges that the Award is made solely upon this certification and that any false statements, misrepresentations, or material omissions shall be the basis for immediate termination of this Agreement and repayment of all Grant Funds.

THE REST OF THIS PAGE IS LEFT INTENTIONALLY BLANK

Agreement No. 4953 (19-1141-9499)

1.6 Signatures. In witness whereof, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives.

☐ Check if under \$250,000. If under \$250,000 the Secretary's signature may be delegated.

Illinois Department of Transportation

By: _____
Signature of Beth McCluskey, Director

By: _____
Signature of Designee

Date: _____

Printed Name: _____

Printed Title: _____
Designee

By: _____
Signature of Randall S. Blankenhorn, Secretary

By: _____
Signature of Designee

Date: _____

Printed Name: Beth McCluskey

Printed Title: Director
Designee

City of Decatur

By: _____
Signature of Authorized Representative

Date: _____

Printed Name: Billy Tyus

Printed Title: Interim City Manager

E-mail: btyus@decaturil.gov

By: _____
Signature of Third Other Approver's Name & Title

By: _____
Signature of Designee

Date: _____

Printed Name: _____

Printed Title: _____
Designee

**ARTICLE II
REQUIRED REPRESENTATIONS**

2.1 Standing and Authority. Grantee warrants that:

- (a) Grantee is duly organized, validly existing and in good standing, if applicable under the laws of the State in which it was incorporated or organized.
- (b) Grantee has the requisite power and authority to execute and deliver this Agreement and all documents to be executed by it in connection with this Agreement, to perform its obligations hereunder and to consummate the transactions contemplated hereby.
- (c) If Grantee is organized under the laws of another jurisdiction, Grantee warrants that it is also duly qualified to do business in Illinois and, if applicable, is in good standing with the Illinois Secretary of State.
- (d) The execution and delivery of this Agreement, and the other documents to be executed by Grantee in connection with this Agreement, and the performance by Grantee of its obligations hereunder have been duly authorized by all necessary entity action.
- (e) This Agreement and all other documents related to this Agreement, including the Uniform Grant Application, the Exhibits and attachments to which Grantee is a party constitute the legal, valid and binding obligations of Grantee enforceable against Grantee in accordance with their respective terms.

2.2 Compliance with Internal Revenue Code. Grantee certifies that it does and will comply with all provisions of the Federal Internal Revenue Code (26 USC 1), the Illinois Income Tax Act (35 ILCS 5), and all rules promulgated thereunder, including withholding provisions and timely deposits of employee taxes and unemployment insurance taxes.

2.3 Compliance with Federal Funding Accountability and Transparency Act of 2006. Grantee certifies that it does and will comply with the reporting requirements of the Federal Funding Accountability and Transparency Act of 2006 (P.L. 109-282) (FFATA) with respect to Federal Awards greater than or equal to \$25,000. A FFATA sub-award report must be filed by the end of the month following the month in which the award was made.

2.4 Compliance with Uniform Grant Rules (2 CFR Part 200). Grantee certifies that it shall adhere to the applicable Uniform Administrative Requirements, Cost Principles, and Audit Requirements, which are published in Title 2, Part 200 of the Code of Federal Regulations, and are incorporated herein by reference. See 44 Ill. Admin. Code 7000.30(b)(1)(A).

2.5 Compliance with Registration Requirements. Grantee and its sub-grantees shall: (i) be registered with the Federal SAM; (ii) be in good standing with the Illinois Secretary of State, if applicable; (iii) have a valid DUNS number; and (iv) have successfully completed the annual registration and prequalification through the Grantee Portal. It is Grantee's responsibility to remain current with these registrations and requirements. If Grantee's status with regard to any of these requirements change, or the certifications made in and information provided in the Uniform Grant Application changes, Grantee must notify the Grantor in accordance with ARTICLE XVIII.

**ARTICLE III
DEFINITIONS**

3.1 Definitions. Capitalized words and phrases used in this Agreement have the following meanings:

"2 CFR Part 200" means the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards published in Title 2, Part 200 of the Code of Federal Regulations.

"Agreement" or "Grant Agreement" has the same meaning as in 44 Ill. Admin. Code Part 7000.

"Allocable Costs" means costs allocable to a particular cost objective if the goods or services involved are chargeable or assignable to such cost objective in accordance with relative benefits received or other equitable relationship. Costs allocable to a specific Program may not be shifted to other Programs in order to meet deficiencies caused by overruns or other fund considerations, to avoid restrictions imposed by law or by the terms of this Agreement, or for other reasons of convenience.

"Allowable Costs" has the same meaning as in 44 Ill. Admin. Code Part 7000.

"Award" has the same meaning as in 44 Ill. Admin. Code Part 7000.

"Budget" has the same meaning as in 44 Ill. Admin. Code Part 7000.

"CFDA" or "Catalog of Federal Domestic Assistance" has the same meaning as in 44 Ill. Admin. Code Part 7000.

"Close-out Report" means a report from the Grantee allowing the Grantor to determine whether all applicable administrative actions and required work have been completed, and therefore closeout actions can commence.

"Conflict of Interest" has the same meaning as in 44 Ill. Admin. Code Part 7000.

"Consolidated Year-End Financial Report" means a financial information presentation in which the assets, equity, liabilities, and operating accounts of an entity and its subsidiaries are combined (after eliminating all inter-entity transactions) and shown as belonging to a single reporting entity.

"Cost Allocation Plan" has the same meaning as in 44 Ill. Admin. Code Part 7000.

"CSFA" or "Catalog of State Financial Assistance" has the same meaning as in 44 Ill. Admin. Code Part 7000.

"Direct Costs" has the same meaning as in 44 Ill. Admin. Code Part 7000.

"Disallowed Costs" has the same meaning as in 44 Ill. Admin. Code Part 7000.

"DUNS Number" means a unique nine digit identification number provided by Dun & Bradstreet for each physical location of Grantee's organization. Assignment of a DUNS Number is mandatory for all organizations seeking an Award from the State of Illinois.

"FAIN" means the Federal Award Identification Number.

"FFATA" or "Federal Funding Accountability and Transparency Act" has the same meaning as in 31 USC 6101; P.L. 110-252.

"Financial Assistance" has the same meaning as in 44 Ill. Admin. Code Part 7000.

"Fixed-Rate" has the same meaning as in 44 Ill. Admin. Code Part 7000. "Fixed-Rate" is in contrast to fee-for-service, 44 Ill. Admin. Code Part 7000.

"GAAP" or "Generally Accepted Accounting Principles" has the same meaning as in 44 Ill. Admin. Code Part 7000.

"Grant Funds" means the Financial Assistance made available to Grantee through this Agreement.

"Indirect Costs" has the same meaning as in 44 Ill. Admin. Code Part 7000.

"Indirect Cost Rate" means a device for determining in a reasonable manner the proportion of indirect costs each Program should bear. It is a ratio (expressed as a percentage) of the Indirect Costs to a Direct Cost base. If reimbursement of Indirect Costs is allowable under an Award, Grantor will not reimburse those Indirect Costs unless Grantee has established an Indirect Cost Rate covering the applicable activities and period of time, unless Indirect Costs are reimbursed at a fixed rate.

"Indirect Cost Rate Proposal" has the same meaning as in 44 Ill. Admin. Code Part 7000.

"Net Revenue" means an entity's total revenue less its operating expenses, interest paid, depreciation, and taxes. "Net Revenue" is synonymous with "Profit."

"Nonprofit Organization" has the same meaning as in 44 Ill. Admin. Code Part 7000.

"Notice of Award" has the same meaning as in 44 Ill. Admin. Code Part 7000.

"OMB" has the same meaning as in 44 Ill. Admin. Code Part 7000.

"Prior Approval" has the same meaning as in 44 Ill. Admin. Code Part 7000.

"Profit" means an entity's total revenue less its operating expenses, interest paid, depreciation, and taxes. "Profit" is synonymous with "Net Revenue."

"Program" means the services to be provided pursuant to this Agreement.

"Program Costs" means all Allowable Costs incurred by Grantee and the value of the contributions made by third parties in accomplishing the objectives of the Award during the Term of this Agreement.

"Program Income" has the same meaning as in 44 Ill. Admin. Code Part 7000.

"Related Parties" has the meaning set forth in Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 850-10-20.

"SAM" means the federal System for Award Management (SAM); which is the Federal repository into which an entity must provide information required for the conduct of business as a recipient. 2 CFR 25 Appendix A (1)(C)(1).

"State" means the State of Illinois.

"Term" has the meaning set forth in Paragraph 1.4.

"Unallowable Costs" has the same meaning as in 44 Ill. Admin. Code Part 7000.

**ARTICLE IV
PAYMENT**

4.1 Availability of Appropriation; Sufficiency of Funds. This Agreement is contingent upon and subject to the availability of sufficient funds. Grantor may terminate or suspend this Agreement, in whole or in part, without penalty or further payment being required, if (i) sufficient funds for this Agreement have not been appropriated or otherwise made available to the Grantor by the State or the Federal funding source, (ii) the Governor or Grantor reserves funds, or (iii) the Governor or Grantor determines that funds will not or may not be available for payment. Grantor shall provide notice, in writing, to Grantee of any such funding failure and its election to terminate or suspend this Agreement as soon as practicable. Any suspension or termination pursuant to this Section will be effective upon the date of the written notice unless otherwise indicated.

4.2 Return of Grant Funds. Any Grant Funds remaining that are not expended or legally obligated by Grantee at the end of the Agreement period, or in the case of capital improvement Awards at the end of the time period Grant Funds are available for expenditure or obligation, shall be returned to Grantor within forty-five (45) days. See 2 CFR 200.343(d); 2 CFR 200.305(b)(9); 30 ILCS 705/5.

4.3 Cash Management Improvement Act of 1990. Unless notified otherwise in **PART TWO** or **PART THREE**, Federal funds received under this Agreement shall be managed in accordance with the Cash Management Improvement Act of 1990 (31 USC 6501 *et seq.*) and any other applicable Federal laws or regulations. See 2 CFR 200.305; 44 Ill. Admin. Code Part 7000.

4.4 Payments to Third Parties. Grantee agrees to hold harmless Grantor when Grantor acts in good faith to redirect all or a portion of any Grantee payment to a third party. Grantor will be deemed to have acted in good faith if it is in possession of information that indicates Grantee authorized Grantor to intercept or redirect payments to a third party or when so ordered by a court of competent jurisdiction.

4.5 Modifications to Estimated Amount. If the Agreement amount is established on an estimated basis, then it may be increased by mutual agreement at any time during the Term. Grantor may decrease the estimated amount of this Agreement at any time during the Term if (i) Grantor believes Grantee will not use the funds during the Term, (ii) Grantor believes Grantee has used funds in a manner that was not authorized by this Agreement, (iii) sufficient funds for this Agreement have not been appropriated or otherwise made available to the Grantor by the State or the Federal funding source, (iv) the Governor or Grantor reserves funds, or (v) the Governor or Grantor determines that funds will or may not be available for payment. Grantee will be notified, in writing, of any adjustment of the estimated amount of this Agreement. In the event of such reduction, services provided by Grantee under **Exhibit A** may be reduced accordingly. Grantee shall be paid for work satisfactorily performed prior to the date of the notice regarding adjustment. 2 CFR 200.308.

4.6 Interest.

(a) All interest earned on Grant Funds held by a Grantee shall be treated in accordance with 2 CFR 200.305(b)(9), unless otherwise provided in **PART TWO** or **PART THREE**. Any amount due shall be remitted annually in accordance with 2 CFR 200.305(b)(9) or to the Grantor, as applicable.

(b) Grant Funds shall be placed in an insured account, whenever possible, that bears interest, unless exempted under 2 CFR Part 200.305(b)(8).

(c) A Grantee who is required to reimburse Grant Funds pursuant to an action brought under the Illinois Grant Funds Recovery Act, and who enters into a deferred payment plan for the purpose of satisfying a past due debt, shall be required to pay interest on such debt as required by Section 10.2 of the Illinois State Collection Act of 1986, 30 ILCS 210; See also 30 ILCS 705/10.

4.7 Timely Billing Required. Grantee must submit any payment request to Grantor within thirty (30) days of the end of the quarter, unless another billing schedule is specified in **PART TWO**, **PART THREE**, or **Exhibit C**. Failure to submit such payment request timely will render the amounts billed an unallowable cost which Grantor cannot reimburse. In the event that Grantee is unable, for good cause, to submit its payment request timely, Grantee shall timely notify Grantor and may request an extension of time to submit the payment request. Grantor's approval of Grantee's request for an extension shall not be unreasonably withheld.

4.8 Certification. Pursuant to 2 CFR 200.415, each invoice and report submitted by Grantee must contain the following certification by an official authorized to legally bind the Grantee:

By signing this report [or payment request], I certify to the best of my knowledge and belief that the report [or payment request] is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal or State award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

ARTICLE V SCOPE OF GRANT ACTIVITIES/PURPOSE OF GRANT

5.1 Scope of Grant Activities/Purpose of Grant. Grantee will conduct the Grant Activities or provide the services as described in the Exhibits and attachments, including **Exhibit A** (Project Description) and **Exhibit B** (Deliverables), incorporated herein and in accordance with all terms and conditions set forth herein and all applicable administrative rules. In addition, the State's Notice of Award is incorporated herein by reference. All Grantor-specific provisions and programmatic reporting required under this Agreement are described in **PART TWO** (The Grantor-Specific Terms). All Project-specific provisions and reporting required under this Agreement are described in **PART THREE**.

5.2 Scope Revisions. Grantee shall obtain Prior Approval from Grantor whenever a Scope revision is necessary for one or more of the reasons enumerated in 2 CFR 200.308. All requests for Scope revisions that require Grantor approval shall be signed by Grantee's authorized representative and submitted to Grantor for approval. Expenditure of funds under a requested revision is prohibited and will not be reimbursed if expended before Grantor gives written approval. See 2 CFR 200.308.

5.3 Specific Conditions. If applicable, specific conditions required after a risk assessment will be included in **Exhibit C**. Grantee shall adhere to the specific conditions listed therein.

ARTICLE VI BUDGET

6.1. Budget. The Budget is a schedule of anticipated grant expenditures that is approved by Grantor for carrying out the purposes of the Award. When Grantee or third parties support a portion of expenses associated with the Award, the Budget includes the non-Federal as well as the Federal share (and State share if applicable) of grant expenses. The Budget submitted by Grantee at application, or a revised Budget subsequently submitted and approved by Grantor, is considered final and is incorporated herein as an attachment.

6.2. Budget Revisions. Grantee shall obtain Prior Approval from Grantor whenever a Budget revision is necessary for one or more of the reasons enumerated in 2 CFR 200.308. All requests for Budget revisions that require Grantor approval shall be signed by Grantee's authorized representative and submitted to Grantor for approval. Expenditure of funds under a requested revision is prohibited and will not be reimbursed if expended before Grantor gives written approval. 2 CFR 200.308.

6.3. Discretionary Line Item Transfers. Unless prohibited from doing so in 2 CFR 200.308, transfers between approved line items may be made without Grantor's approval only if the total amount transferred does not exceed the allowable variance of the greater of either (i) ten percent (10%) of the Budget line item or (ii) one thousand dollars (\$1,000) of the Budget line item. Discretionary line item transfers may not result in an increase to the Budget.

6.4. Non-discretionary Line Item Transfers. Total line item transfers exceeding the allowable variance of the greater of either (i) ten percent (10%) of the Budget line item or (ii) one thousand dollars (\$1,000) of the Budget line item require Grantor approval as set forth in Paragraph 6.2.

6.5. Notification. Within thirty (30) calendar days from the date of receipt of the request for Budget revisions, Grantor will review the request and notify Grantee whether the Budget revision has been approved, denied, or the date upon which a decision will be reached.

ARTICLE VII ALLOWABLE COSTS

7.1. Allowability of Costs: Cost Allocation Methods. The allowability of costs and cost allocation methods for work performed under this Agreement shall be determined in accordance with 2 CFR 200 Subpart E and Appendices III, IV, and V.

7.2. Indirect Cost Rate Submission.

(a) All Grantees must make an Indirect Cost Rate election in the Grantee Portal, even grantees that do not charge or expect to charge Indirect Costs.

(b) A Grantee must submit an Indirect Cost Rate Proposal in accordance with federal regulations, in a format prescribed by Grantor. For Grantees who have never negotiated an Indirect Cost Rate before, the Indirect Cost Rate Proposal must be submitted for approval no later than three months after the effective date of the Award. For Grantees who have previously negotiated an Indirect Cost Rate, the Indirect Cost Rate Proposal must be submitted for approval within 180 days of the Grantee's fiscal year end, as dictated in the applicable appendices, such as:

- (i) Appendix V and VII to 2 CFR Part 200 governs Indirect Cost Rate Proposals for State and local governments,
- (ii) Appendix III to 2 CFR Part 200 governs Indirect Cost Rate Proposals for public and private institutions of higher education,
- (iii) Appendix IV to 2 CFR Part 200 governs Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Nonprofit Organizations, and
- (iv) Appendix V to Part 200 governs State/Local Governmentwide Central Service Cost Allocation Plans.

(c) A Grantee who has a current, applicable rate negotiated by a cognizant Federal agency shall provide to Grantor a copy of its Indirect Cost Rate acceptance letter from the Federal government and a copy of the cost policy statement used to negotiate that rate. Grantor will accept that Indirect Cost Rate, up to any statutory, rule-based or programmatic limit.

7.3. Transfer of Costs. Cost transfers between Grants, whether as a means to compensate for cost overruns or for other reasons, are unallowable. See 2 CFR 200.451.

7.4. Higher Education Cost Principles. The Federal cost principles that apply to public and private institutions of higher education are set forth in 2 CFR Part 200 Subpart E and Appendix III.

7.5. Nonprofit Organizations Cost Principles. The Federal cost principles that apply to Nonprofit Organizations that are not institutions of higher education are set forth in 2 CFR Part 200 Subpart E, unless exempt under 2 CFR 200 Appendix VIII.

7.6. Government Cost Principles. The Federal cost principles that apply to State, local and Federally-recognized Indian tribal governments are set forth in 2 CFR Part 200 Subpart E, Appendix V, and Appendix VII.

7.7. Commercial Organization Cost Principles. The Federal cost principles and procedures for cost analysis and the determination, negotiation and allowance of costs that apply to commercial organizations are set forth in 48 CFR Part 31.

7.8. Financial Management Standards. The financial management systems of Grantee must meet the following standards:

(a) **Accounting System.** Grantee organizations must have an accounting system that provides accurate, current, and complete disclosure of all financial transactions related to each State- and Federally-funded Program. Accounting records must contain information pertaining to State and Federal pass-through awards, authorizations, obligations, unobligated balances, assets, outlays, and income. These records must be maintained on a current basis and balanced at least quarterly. Cash contributions to the Program from third parties must be accounted for in the general ledger with other Grant Funds. Third party in-kind (non-cash) contributions are not required to be recorded in the general ledger, but must be under accounting control, possibly through the use of a memorandum ledger. See 2 CFR 200.302.

(d) **Source Documentation.** Accounting records must be supported by such source documentation as canceled checks, bank statements, invoices, paid bills, donor letters, time and attendance records, activity reports, travel reports, contractual and consultant agreements, and subaward documentation. All supporting documentation should be clearly identified with the Award and general ledger accounts which are to be charged or credited.

(i) The documentation standards for salary charges to grants are prescribed by 2 CFR 200.430, and in the cost principles applicable to the entity's organization (Paragraphs 7.4 through 7.7).

(ii) If records do not meet the standards in 2 CFR 200.430, then Grantor may notify Grantee in **PART TWO, PART THREE** or **Exhibit G** of the requirement to submit Personnel activity reports. See 2 CFR 200.430(i)(8). Personnel activity reports shall account on an after-the-fact basis for one hundred percent (100%) of the employee's actual time, separately indicating the time spent on the grant, other grants or projects, vacation or sick leave, and administrative time, if applicable. The reports must be signed by the employee, approved by the appropriate official, and coincide with a pay period. These time records should be used to record the distribution of salary costs to the appropriate accounts no less frequently than quarterly.

(iii) Formal agreements with independent contractors, such as consultants, must include a description of the services to be performed, the period of performance, the fee and method of payment, an itemization of travel and other costs which are chargeable to the agreement, and the signatures of both the contractor and an appropriate official of Grantee.

(iv) If third party in-kind (non-cash) contributions are used for Grant purposes, the valuation of these contributions must be supported with adequate documentation.

(c) **Internal Control.** Effective control and accountability must be maintained for all cash, real and personal property, and other assets. Grantee must adequately safeguard all such property and must provide assurance that it is used solely for authorized purposes. Grantee must also have systems in place that provide reasonable assurance that the information is accurate, allowable, and compliant with the terms and conditions of this Agreement. 2 CFR 200.303.

(d) **Budget Control.** Records of expenditures must be maintained for each Award by the cost categories of the approved Budget (including indirect costs that are charged to the Award), and actual expenditures are to be compared with Budgeted amounts at least quarterly.

(e) **Cash Management.** Requests for advance payment shall be limited to Grantee's immediate cash needs. Grantee must have written procedures to minimize the time elapsing between the receipt and the disbursement of Grant Funds to avoid having excess funds on hand. 2 CFR 200.305.

7.9 **Federal Requirements.** All Awards, whether funded in whole or in part with either Federal or State funds, are subject to Federal requirements and regulations, including but not limited to 2 CFR Part 200, 44 Ill. Admin. Code 7000.30(b) and the Financial Management Standards in Paragraph 7.8.

7.10 **Profits.** It is not permitted for any person or entity to earn a Profit from an Award. See, e.g., 2 CFR 200.400(g); see also 30 ILCS 708/60(a)(7).

7.11 **Management of Program Income.** Grantee is encouraged to earn income to defray program costs where appropriate, subject to 2 CFR 200.307.

ARTICLE VIII REQUIRED CERTIFICATIONS

8.1 **Certifications.** Grantee, its officers, and directors shall be responsible for compliance with the enumerated certifications to the extent that the certifications apply to Grantee.

(a) **Bribery.** Grantee certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois, nor made an admission of guilt of such conduct which is a matter of record (30 ILCS 500/50-5).

(b) **Bid Rigging.** Grantee certifies that it has not been barred from contracting with a unit of State or local government as a result of a violation of Paragraph 33E-3 or 33E-4 of the Criminal Code of 1961 (720 ILCS 5/33E-3 or 720 ILCS 5/33E-4, respectively).

(c) **Debt to State.** Grantee certifies that neither it, nor its affiliate(s), is/are barred from receiving an Award because Grantee, or its affiliate(s), is/are delinquent in the payment of any debt to the State, unless Grantee, or its affiliate(s), has/have entered into a deferred payment plan to pay off the debt, and Grantee acknowledges Grantor may declare the Agreement void if the certification is false (30 ILCS 500/50-11).

(d) **Educational Loan.** Grantee certifies that it is not barred from receiving State agreements as a result of default on an educational loan (5 ILCS 385/1 *et seq.*).

(e) **International Boycott.** Grantee certifies that neither it nor any substantially owned affiliated company is participating or shall participate in an international boycott in violation of the provision of the U.S. Export Administration Act of 1979 (50 USC Appendix 2401 *et seq.* or the regulations of the U.S. Department of Commerce promulgated under that Act (15 CFR Parts 730 through 774).

(f) **Dues and Fees.** Grantee certifies that it is not prohibited from receiving an Award because it pays dues or fees on behalf of its employees or agents, or subsidizes or otherwise reimburses them for payment of their dues or fees to any club which unlawfully discriminates (775 ILCS 25/1 *et seq.*).

(g) **Pro-Children Act.** Grantee certifies that it is in compliance with the Pro-Children Act of 2001 in that it prohibits smoking in any portion of its facility used for the provision of health, day care, early childhood development services, education or library services to children under the age of eighteen (18), which services are supported by Federal or State government assistance (except such portions of the facilities which are used for inpatient substance abuse treatment) (20 USC 7181-7184).

(h) **Drug-Free Work Place.** If Grantee is not an individual, Grantee certifies it will provide a drug free workplace pursuant to the Drug Free Workplace Act. 30 ILCS 580/3. If Grantee is an individual and this Agreement is valued at more than \$5,000, Grantee certifies it shall not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance during the performance of the Agreement. 30 ILCS 580/4. Grantee further certifies that it is in compliance with the government-wide requirements for a drug-free workplace as set forth in 41 USC 8102.

(i) **Motor Voter Law.** Grantee certifies that it is in full compliance with the terms and provisions of the National Voter Registration Act of 1993 (52 USC 20501 *et seq.*).

(j) **Clean Air Act and Clean Water Act.** Grantee certifies that it is in compliance with all applicable standards, order or regulations issued pursuant to the Clean Air Act (42 USC §7401 *et seq.*) and the Federal Water Pollution Control Act, as amended (33 USC 1251 *et seq.*).

(k) **Debarment.** Grantee certifies that it is not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this Agreement by any Federal department or agency 2 CFR 200.205(a), or by the State (See 30 ILCS 708/25(6)(G)).

(l) **Non-procurement Debarment and Suspension.** Grantee certifies that it is in compliance with Subpart C of 2 CFR Part 180 as supplemented by 2 CFR Part 376, Subpart C.

(m) **Grant for the Construction of Fixed Works.** Grantee certifies that all Programs for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 *et seq.*) unless the provisions of that Act exempt its application. In the construction of the Program, Grantee shall comply with the requirements of the Prevailing Wage Act including, but not limited to, inserting into all contracts for such construction a stipulation to the effect that not less than the prevailing rate of wages as applicable to the Program shall be paid to all laborers, workers, and mechanics performing work under the Award and requiring all bonds of contractors to include a provision as will guarantee the faithful performance of such prevailing wage clause as provided by contract.

(n) **Health Insurance Portability and Accountability Act.** Grantee certifies that it is in compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA), Public Law No. 104-191, 45 CFR Parts 160, 162 and 164, and the Social Security Act, 42 USC 1320d-2 through 1320d-7, in that it may not use or disclose protected health information other than as permitted or required by law and agrees to use appropriate safeguards to prevent use or disclosure of the protected health information. Grantee shall maintain, for a minimum of six (6) years, all protected health information.

(o) **Criminal Convictions.** Grantee certifies that neither it nor any officer, director, partner or other managerial agent of Grantee has been convicted of a felony under the Sarbanes-Oxley Act of 2002, nor a Class 3 or Class 2 felony under Illinois Securities Law of 1953, or that at least five (5) years have passed since the date of the conviction. Grantee further certifies that it is not barred from receiving an Award under 30 ILCS 500/50-10.5, and acknowledges that Grantor shall declare the Agreement void if this certification is false (30 ILCS 500/50-10.5).

(p) **Forced Labor Act.** Grantee certifies that it complies with the State Prohibition of Goods from Forced Labor Act, and certifies that no foreign-made equipment, materials, or supplies furnished to the State under this Agreement have been or will be produced in whole or in part by forced labor, convict labor, or indentured labor under penal sanction (30 ILCS 583).

(q) **Illinois Use Tax.** Grantee certifies in accordance with 30 ILCS 500/50-12 that it is not barred from receiving an Award under this Paragraph. Grantee acknowledges that this Agreement may be declared void if this certification is false.

(r) **Environmental Protection Act Violations.** Grantee certifies in accordance with 30 ILCS 500/50-14 that it is not barred from receiving an Award under this Paragraph. Grantee acknowledges that this Agreement may be declared void if this certification is false.

(s) **Goods from Child Labor Act.** Grantee certifies that no foreign-made equipment, materials, or supplies furnished to the State under this Agreement have been produced in whole or in part by the labor of any child under the age of twelve (12) (30 ILCS 584).

(t) **Federal Funding Accountability and Transparency Act of 2006.** Grantee certifies that it is in compliance with the terms and requirements of 31 USC 6101.

ARTICLE IX CRIMINAL DISCLOSURE

9.1. **Mandatory Criminal Disclosures.** Grantee shall continue to disclose to Grantor all violations of criminal law involving fraud, bribery or gratuity violations potentially affecting this Award. See 30 ILCS 708/40. Additionally, if Grantee receives over \$10 million in total Financial Assistance, funded by either State or Federal funds, during the period of this Award, Grantee must maintain the currency of information reported to SAM regarding civil, criminal or administrative proceedings as required by 2 CFR 200.113 and Appendix XII of 2 CFR Part 200, and 30 ILCS 708/40.

ARTICLE X UNLAWFUL DISCRIMINATION

10.1. **Compliance with Nondiscrimination Laws.** Grantee, its employees and subcontractors under subcontract made pursuant to this Agreement, shall comply with all applicable provisions of State and Federal laws and regulations pertaining to nondiscrimination, sexual harassment and equal employment opportunity including, but not limited to, the following laws and regulations and all subsequent amendments thereto:

- (a) The Illinois Human Rights Act (775 ILCS 5/1-101 *et seq.*), including, without limitation, 44 Ill. Admin. Code Part 750, which is incorporated herein;
 - (b) The Public Works Employment Discrimination Act (775 ILCS 10/1 *et seq.*);
 - (c) The United States Civil Rights Act of 1964 (as amended) (42 USC 2000a- and 2000h-6). (See *also* guidelines to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons [Federal Register: February 18, 2002 (Volume 67, Number 13, Pages 2671-2685)]);
 - (d) Section 504 of the Rehabilitation Act of 1973 (29 USC 794);
 - (e) The Americans with Disabilities Act of 1990 (as amended) (42 USC 12101 *et seq.*);
- and
- (f) The Age Discrimination Act (42 USC 6101 *et seq.*).

ARTICLE XI LOBBYING

11.1 Improper Influence. Grantee certifies that no Grant Funds have been paid or will be paid by or on behalf of Grantee to any person for influencing or attempting to influence an officer or employee of any government agency, a member of Congress or Illinois General Assembly, an officer or employee of Congress or Illinois General Assembly, or an employee of a member of Congress or Illinois General Assembly in connection with the awarding of any agreement, the making of any grant, the making of any loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment or modification of any agreement, grant, loan or cooperative agreement. 31 USC 1352. Additionally, Grantee certifies that it has filed the required certification under the Byrd Anti-Lobbying Amendment (31 USC 1352), if applicable.

11.2 Federal Form LLL. If any funds, other than Federally-appropriated funds, were paid or will be paid to any person for influencing or attempting to influence any of the above persons in connection with this Agreement, the undersigned must also complete and submit Federal Form LLL, Disclosure of Lobbying Activities Form, in accordance with its instructions.

11.3 Lobbying Costs. Grantee certifies that it is in compliance with the restrictions on lobbying set forth in 2 CFR Part 200.450. For any Indirect Costs associated with this Agreement, total lobbying costs shall be separately identified in the Program Budget, and thereafter treated as other Unallowable Costs.

11.4 Procurement Lobbying. Grantee warrants and certifies that it and, to the best of its knowledge, its sub-grantees have complied and will comply with Executive Order No. 1 (2007) (EO 1-2007). EO 1-2007 generally prohibits Grantees and subcontractors from hiring the then-serving Governor's family members to lobby procurement activities of the State, or any other unit of government in Illinois including local governments, if that procurement may result in a contract valued at over \$25,000. This prohibition also applies to hiring for that same purpose any former State employee who had procurement authority at any time during the one-year period preceding the procurement lobbying activity.

11.5 Subawards. Grantee must include the language of this ARTICLE XI in the award documents for any subawards made pursuant to this Award at all tiers. All sub-awardees are also subject to certification and disclosure. Pursuant to Appendix II(I) to 2 CFR Part 200, Grantee shall forward all disclosures by contractors regarding this certification to Grantor.

11.6 Certification. This certification is a material representation of fact upon which reliance was placed to enter into this transaction and is a prerequisite for this transaction, pursuant to 31 USC 1352. Any person who fails to file the required certifications shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000, for each such failure.

ARTICLE XII MAINTENANCE AND ACCESSIBILITY OF RECORDS; MONITORING

12.1 Records Retention. Grantee shall maintain for three (3) years from the date of submission of the final expenditure report, adequate books, all financial records and, supporting documents, statistical records, and all other records pertinent to this Award, adequate to comply with 2 CFR 200.333, unless a different retention period is specified in 2 CFR 200.333. If any litigation, claim or audit is started before the expiration of the retention period, the records must be retained until all litigation, claims or audit exceptions involving the records have been resolved and final action taken.

12.2 Accessibility of Records. Grantee, in compliance with 2 CFR 200.336, shall make books, records, related papers, supporting documentation and personnel relevant to this Agreement available to authorized Grantor representatives, the Illinois Auditor General, Illinois Attorney General, any Executive Inspector General, the Grantor's Inspector General, Federal authorities, any person identified in 2 CFR 200.336, and any other person as may be authorized by Grantor (including auditors), by the State of Illinois or by Federal statute. Grantee shall cooperate fully in any such audit or inquiry.

12.3 Failure to Maintain Books and Records. Failure to maintain books, records and supporting documentation, as described in this ARTICLE XII, shall establish a presumption in favor of the State for the recovery of any funds paid by the State under this Agreement for which adequate books, records and supporting documentation are not available to support disbursement.

12.4 Monitoring and Access to Information. Grantee must monitor its activities to assure compliance with applicable State and Federal requirements and to assure its performance expectations are being achieved. Grantor shall monitor the activities of Grantee to assure compliance with all requirements and performance expectations of the award. Grantee shall timely submit all financial and performance reports, and shall supply, upon Grantor's request, documents and information relevant to the Award. Grantor may make site visits as warranted by program needs. See 2 CFR 200.328 and 200.331. Additional monitoring requirements may be in PART TWO or PART THREE.

ARTICLE XIII FINANCIAL REPORTING REQUIREMENTS

13.1 Required Periodic Financial Reports. Grantee agrees to submit financial reports as requested and in the format required by Grantor. Grantee shall file quarterly reports with Grantor describing the expenditure(s) of the funds related thereto, unless more frequent reporting is required by the Grantee pursuant to specific award conditions. 2 CFR 200.207. The first of such reports shall cover the first three months after the Award begins. Quarterly reports must be submitted no later than 30 calendar days following the three month period covered by the report. Additional information regarding required financial reports may be set forth in Exhibit G. Failure to submit the required financial reports may cause a delay or suspension of funding. 30 ILCS 705/1 *et seq.*; 2 CFR 207(b)(3) and 200.327.

13.2 Close-out Reports.

(a) Grantee shall submit a Close-out Report within 60 calendar days following the end of the period of performance for this Agreement. In the event that this Agreement is terminated prior to the end of the Term, Grantee shall submit a Close-out Report within 60 calendar days of such termination. The format of this Close-out Report shall follow a format prescribed by Grantor. 2 CFR 200.343.

(b) If an audit or review of Grantee occurs and results in adjustments after Grantee submits a Close-out Report, Grantee will submit a new Close-out Report based on audit adjustments, and immediately submit a refund to Grantor, if applicable. 2 CFR 200.344.

13.3 Consolidated Year-End Financial Reports.

(a) This Paragraph 13.3 applies to all Grantees, unless exempted by **PART TWO** or **PART THREE**.

(b) Grantees shall submit Consolidated Year-End Financial Reports, according to the required audit (see ARTICLE XV), namely:

(i) For Grantees required to conduct a single audit (or program-specific audit), within the earlier of (a) 9 months after the Grantee's fiscal year ending on or after June 30, or (b) 30 calendar days following completion of the audit; or

(ii) For Grantees required to conduct a Financial Statement Audit or for Grantees not required to perform an audit, within 180 days after the Grantee's fiscal year ending on or after June 30.

These deadlines may be extended at the discretion of the Grantor, but only for rare and unusual circumstances such as a natural disaster.

(c) The Consolidated Year-End Financial Report must cover the same period the Audited Financial Statements cover. If no Audited Financial Statements are required, however, then the Consolidated Year-End Financial Report must cover the same period as the Grantee's tax return.

(d) Consolidated Year-End Financial Reports must include an in relation to opinion from the report issuer on the financial statements included in the Consolidated Year-End Financial Report.

(e) Consolidated Year-End Financial Reports shall follow a format prescribed by Grantor.

13.4 Effect of Failure to Comply. Failure to comply with reporting requirements shall result in the withholding of funds, the return of improper payments or Unallowable Costs, will be considered a material breach of this Agreement and may be the basis to recover Grant Funds. Grantee's failure to comply with this ARTICLE XIII, ARTICLE XIV, or ARTICLE XV shall be considered prima facie evidence of a breach and may be admitted as such, without further proof, into evidence in an administrative proceeding before Grantor, or in any other legal proceeding. Grantee should refer to the State of Illinois Grantee Compliance Enforcement System for policy and consequences for failure to comply.

**ARTICLE XIV
PERFORMANCE REPORTING REQUIREMENTS**

14.1 Required Periodic Performance Reports. Grantee agrees to submit Performance Reports as requested and in the format required by Grantor. Performance Measures listed in **Exhibit E** must be reported quarterly, unless otherwise specified in **PART TWO** or **PART THREE**. Unless so specified, the first of such reports shall cover the first three months after the Award begins. If Grantee is not required to report performance quarterly, then Grantee must submit a Performance Report at least annually. Pursuant to 2 CFR 200.207, specific conditions may be imposed requiring Grantee to report more frequently based on the risk assessment or the merit based review of the application. In such cases, Grantor shall notify Grantee of same in **Exhibit G**. Pursuant to 2 CFR 200.328, periodic Performance Reports shall be submitted no later than 30 calendar days following the period covered by the report. For certain construction-related Awards, such reports may be exempted as identified in **PART TWO** or **PART THREE**. 2 CFR 200.328. Failure to submit such required Performance Reports may cause a delay or suspension of funding. 30 ILCS 705/1 *et seq.*

14.2 Close-out Performance Reports. Grantee agrees to submit a Close-out Performance Report, in the format required by Grantor, within 60 calendar days following the end of the period of performance. See 2 CFR 200.343.

14.3 Content of Performance Reports. Pursuant to 2 CFR 200.328(b)(2) all Performance Reports must include Program qualitative and quantitative information, including a comparison of actual accomplishments to the objectives of the award established for the period; where the accomplishments can be quantified, a computation of the cost if required; performance trend data and analysis if required; and reasons why established goals were not met, if appropriate. Appendices may be used to include additional supportive documentation. Additional content and format guidelines for the Performance Reports will be determined by Grantor contingent on the Award's statutory, regulatory and administrative requirements, and are included in **PART TWO** or **PART THREE** of this Agreement.

14.4 Performance Standards. Grantee shall perform in accordance with the Performance Standards set forth in **Exhibit F**. See 2 CFR 200.301 and 200.210.

**ARTICLE XV
AUDIT REQUIREMENTS**

15.1. Audits. Grantee shall be subject to the audit requirements contained in the Single Audit Act Amendments of 1996 (31 USC 7501-7507) and Subpart F of 2 CFR Part 200, and the audit rules set forth by the Governor's Office of Management and Budget. See 30 ILCS 708/65(c).

15.2 Entities That Are Not "For-Profit".

(a) This Paragraph applies to Grantees that are not "for-profit" entities.

(b) Single and Program-Specific Audits. If, during its fiscal year, Grantee expends \$750,000 or more in Federal Awards (direct federal and federal pass-through awards combined), Grantee must have a single audit or program-specific audit conducted for that year as required by 2 CFR 200.501 and other applicable sections of Subpart F of 2 CFR Part 200. The audit and reporting package (including data collection form and management letters) must be completed as described in 2 CFR 200.512 (single audit) or 2 CFR 200.507 (program-specific audit). The audit (and package) must be submitted to Grantor within the earlier of (i) 30 calendar days after receipt of the auditor's report(s) or (ii) nine (9) months after the end of the Grantee's period.

(c) Financial Statement Audit. If, during its fiscal year, Grantee expends less than \$750,000 in Federal Awards, Grantee is subject to the following audit requirements:

(i) If, during its fiscal year, Grantee expends \$300,000 or more in Federal and State Awards, singularity or in any combination, Grantee must have a financial statement audit conducted in accordance with the Generally Accepted Government Auditing Standards (GAGAS). Grantee may be subject to additional requirements in **PART TWO, PART THREE** or **Exhibit G** based on the Grantee's risk profile.

(ii) If, during its fiscal year, Grantee expends less than \$300,000 in Federal and State awards, but the total revenue it receives is in excess of \$300,000, Grantee must have a financial statement audit conducted in accordance with the Generally Accepted Auditing Standards (GAAS).

(iii) Grantee must submit its financial statement audit report(s) and any management letters issued by the auditor within the earlier of (i) 30 calendar days after receipt of the auditor's report(s) or (ii) 180 days after the end of the Grantee's audit period.

15.3 "For-Profit" Entities.

(a) This Paragraph applies to Grantees that are "for-profit" entities.

(b) Program-Specific Audit. If, during its fiscal year, Grantee expends \$750,000 or more in Federal Awards (direct federal and federal pass-through awards) and State Awards, singularity or in any combination, Grantee is required to have a program-specific audit conducted in accordance with 2 CFR 200.507. The audit and reporting package (including data collection form and management letters) must be submitted to Grantor within the earlier of (i) 30 calendar days after receipt of the auditor's report(s) or (ii) nine (9) months after the end of the Grantee's audit period.

(c) Financial Statement Audit. If, during its fiscal year, Grantee expends less than \$750,000 in Federal Awards and State Awards combined, Grantee must follow all of the audit requirements in Paragraphs 15.2(c)(i)-(iii), above.

15.4 Performance of Audits. For those organizations required to submit an independent audit report, the audit is to be conducted by a Certified Public Accountant or Certified Public Accounting Firm licensed in the State of Illinois or in accordance with Section 5.2 of the Illinois Public Accounting Act (225 ILCS 450/5.2).. For audits required to be performed subject to Generally Accepted Government Auditing Standards, Grantee shall request and maintain on file a copy of the auditor's most recent peer review report and acceptance letter. Grantee shall follow procedures prescribed by Grantor for the preparation and submission of audit reports and any related documents.

15.5 Report Timing. Grantee should refer to the State of Illinois Grantee Compliance Enforcement System for policy and consequences for late reporting.

ARTICLE XVI
TERMINATION; SUSPENSION; NON-COMPLIANCE

16.1 Termination.

(a) This Agreement may be terminated, in whole or in part, by either Party for any or no reason upon thirty (30) calendar days' prior written notice to the other Party. If terminated by the Grantee, Grantee must include the reasons for such termination, the effective date, and, in the case of a partial termination, the portion to be terminated. If Grantor determines in the case of a partial termination that the reduced or modified portion of the Award will not accomplish the purposes for which the Award was made, Grantor may terminate the Agreement in its entirety. 2 CFR 200.339(a)(4).

(b) This Agreement may be terminated, in whole or in part, by Grantor without advance notice:

(i) Pursuant to a funding failure under Paragraph 4.1;

(ii) If Grantee fails to comply with the terms and conditions of this or any Award, application or proposal, including any applicable rules or regulations, or has made a false representation in connection with the receipt of this or any Grant;

(iii) For cause, which may render the Grantee ineligible for consideration for future grants from the Grantor or other State agencies; or

(iv) If Grantee breaches this Agreement and either (1) fails to cure such breach within 15 calendar days' written notice thereof, or (2) if such cure would require longer than 15 calendar days and the Grantee has failed to commence such cure within 15 calendar days' written notice thereof. In the event that Grantor terminates this Agreement as a result of the breach of the Agreement by Grantee, Grantee shall be paid for work satisfactorily performed prior to the date of termination.

16.2 Suspension. Grantor may suspend this Agreement, in whole or in part, pursuant to a funding failure under Paragraph 4.1 or if the Grantee fails to comply with terms and conditions of this or any Award. If suspension is due to Grantee's failure to comply, Grantor may withhold further payment and prohibit Grantee from incurring additional obligations pending corrective action by Grantee or a decision to terminate this Agreement by Grantor. Grantor may determine to allow necessary and proper costs that Grantee could not reasonably avoid during the period of suspension.

16.3 Non-compliance. If Grantee fails to comply with the applicable statutes, regulations or the terms and conditions of this or any Award, Grantor may impose additional conditions on Grantee, as described in 2 CFR 200.207. If Grantor determines that non-compliance cannot be remedied by imposing additional conditions, Grantor may take one or more of the actions described in 2 CFR 200.338. The Parties shall follow all Grantor policies and procedures regarding non-compliance, including, but not limited to, the procedures set forth in the State of Illinois Grantee Compliance Enforcement System.

16.4 Objection. If Grantor suspends or terminates this Agreement, in whole or in part, for cause, or takes any other action in response to Grantee's non-compliance, Grantee may avail itself of any opportunities to object and challenge such suspension, termination or other action by Grantor in accordance with any applicable processes and procedures, including, but not limited to, the procedures set forth in the State of Illinois Grantee Compliance Enforcement System. 2 CFR 200.341.

16.5 Effects of Suspension and Termination.

(a) Grantor may credit Grantee for expenditures incurred in the performance of authorized services under this Agreement prior to the effective date of a suspension or termination.

(b) Grantee shall not incur any costs or obligations that require the use of these Grant Funds after the effective date of a suspension or termination, and shall cancel as many outstanding obligations as possible.

(e) Costs to Grantee resulting from obligations incurred by Grantee during a suspension or after termination of the Agreement are not allowable unless:

(i) Grantor expressly authorizes them in the notice of suspension or termination; and

(ii) The costs result from obligations properly incurred before the effective date of suspension or termination, are not in anticipation of the suspension or termination, and the costs would be allowable if the Agreement was not suspended or terminated. 2 CFR 200.342.

16.6 Close-out of Terminated Agreements. If this Agreement is terminated, in whole or in part, the Parties shall comply with all close-out and post-termination requirements of this Agreement. 2 CFR 200.339(c).

ARTICLE XVII SUBCONTRACTS/SUB-GRANTS

17.1 Sub-recipients/Delegation. Grantee may not subcontract nor sub-grant any portion of this Agreement nor delegate any duties hereunder without Prior Approval of Grantor. The requirement for Prior Approval is satisfied if the subcontractor or sub-grantee has been identified in the Uniform Grant Application, such as, without limitation, a Project Description, and Grantor has approved.

17.2 Application of Terms. Grantee shall advise any sub-grantee of funds awarded through this Agreement of the requirements imposed on them by Federal and State laws and regulations, and the provisions of this Agreement.

ARTICLE XVIII NOTICE OF CHANGE

18.1 Notice of Change. Grantee shall notify the Grantor if there is a change in Grantee's legal status, Federal employer identification number (FEIN), DUNS number, SAM registration status, Related Parties, senior management, or address. See 30 ILCS 708/60(a). If the change is anticipated, Grantee shall give thirty (30) days' prior written notice to Grantor. If the change is unanticipated, Grantee shall give notice as soon as practicable thereafter. Grantor reserves the right to take any and all appropriate action as a result of such change(s).

18.2 Failure to Provide Notification. Grantee shall hold harmless Grantor for any acts or omissions of Grantor resulting from Grantee's failure to notify Grantor of these changes.

18.3 Notice of Impact. Grantee shall immediately notify Grantor of any event that may have a material impact on Grantee's ability to perform this Agreement.

18.4 Circumstances Affecting Performance; Notice. In the event Grantee becomes a party to any litigation, investigation or transaction that may reasonably be considered to have a material impact on Grantee's ability to perform under this Agreement, Grantee shall notify Grantor, in writing, within five (5) calendar days of determining such litigation or transaction may reasonably be considered to have a material impact on the Grantee's ability to perform under this Agreement.

18.5 Effect of Failure to Provide Notice. Failure to provide the notice described in Paragraph 18.4 shall be grounds for immediate termination of this Agreement and any costs incurred after notice should have been given shall be disallowed.

**ARTICLE XIX
STRUCTURAL REORGANIZATION AND RECONSTRUCTION OF BOARD MEMBERSHIP**

19.1 Effect of Reorganization. Grantee acknowledges that this Agreement is made by and between Grantor and Grantee, as Grantee is currently organized and constituted. No promise or undertaking made hereunder is an assurance that Grantor agrees to continue this Agreement, or any license related thereto, should Grantee significantly reorganize or otherwise substantially change the character of its corporate structure, business structure or governance structure. Grantee agrees that it will give Grantor prior notice of any such action or changes significantly affecting its overall structure or management makeup (for example, a merger or a corporate restructuring), and will provide any and all reasonable documentation necessary for Grantor to review the proposed transaction including financial records and corporate and shareholder minutes of any corporation which may be involved. This ARTICLE XIX does not require Grantee to report on minor changes in the makeup of its board membership. Nevertheless, **PART TWO** or **PART THREE** may impose further restrictions. Failure to comply with this ARTICLE XIX shall constitute a material breach of this Agreement.

**ARTICLE XX
AGREEMENTS WITH OTHER STATE AGENCIES**

20.1 Copies upon Request. Grantee shall, upon request by Grantor, provide Grantor with copies of contracts or other agreements to which Grantee is a party with any other State agency.

**ARTICLE XXI
CONFLICT OF INTEREST**

21.1 Required Disclosures. Grantee must immediately disclose in writing any potential or actual Conflict of Interest to the Grantor. 2 CFR 200.112 and 44 Ill. Admin. Code 7000.40(b)(3).

21.2 Prohibited Payments. Grantee agrees that payments made by Grantor under this Agreement will not be used to compensate, directly or indirectly, any person: (1) currently holding an elective office in this State including, but not limited to, a seat in the General Assembly, or (2) employed by an office or agency of the State of Illinois whose annual compensation is in excess of sixty percent (60%) of the Governor's annual salary, or \$106,447.20 (30 ILCS 500/50-13).

21.3 Request for Exemption. Grantee may request written approval from Grantor for an exemption from Paragraph 21.2. Grantee acknowledges that Grantor is under no obligation to provide such exemption and that Grantor may, if an exemption is granted, grant such exemption subject to such additional terms and conditions as Grantor may require.

ARTICLE XXII EQUIPMENT OR PROPERTY

22.1 Transfer of Equipment. Grantor shall have the right to require that Grantee transfer to Grantor any equipment, including title thereto, purchased in whole or in part with Grantor funds, if Grantor determines that Grantee has not met the conditions of 2 CFR 200.439(a). Grantor shall notify Grantee in writing should Grantor require the transfer of such equipment. Upon such notification by Grantor, and upon receipt or delivery of such equipment by Grantor, Grantee will be deemed to have transferred the equipment to Grantor as if Grantee had executed a bill of sale therefor.

22.2 Prohibition against Disposition/Encumbrance. The Grantee is prohibited from, and may not sell, transfer, encumber (other than original financing) or otherwise dispose of said equipment, material, or real property during the Grant Term without Prior Approval of Grantor. Any real property acquired using Grant Funds must comply with the requirements of 2 CFR 200.311.

22.3 Equipment and Procurement. Grantee must comply with the uniform standards set forth in 2 CFR 200.310–200.316 governing the management and disposition of property which cost was supported by Grant Funds. Any waiver from such compliance must be granted by either the President's Office of Management and Budget, the Governor's Office of Management and Budget, or both, depending on the source of the Grant Funds used. Additionally, Grantee must comply with the standards set forth in 2 CFR 200.317-200.326 for use in establishing procedures for the procurement of supplies and other expendable property, equipment, real property and other services with Grant Funds. These standards are furnished to ensure that such materials and services are obtained in an effective manner and in compliance with the provisions of applicable Federal and State statutes and executive orders.

ARTICLE XXIII PROMOTIONAL MATERIALS; PRIOR NOTIFICATION

23.1 Publications, Announcements, etc. Use of Grant Funds for promotions is subject to the prohibitions for advertising or public relations costs in 2 CFR 200.421(e). In the event that Grantor funds are used in whole or in part to produce any written publications, announcements, reports, flyers, brochures or other written materials, Grantee shall obtain Prior Approval for the use of those funds (2 CFR 200.467) and agrees to include in these publications, announcements, reports, flyers, brochures and all other such material, the phrase "Funding provided in whole or in part by the [Grantor]." Exceptions to this requirement must be requested, in writing, from Grantor and will be considered authorized only upon written notice thereof to Grantee.

23.2 Prior Notification/Release of Information. Grantee agrees to notify Grantor ten (10) days prior to issuing public announcements or press releases concerning work performed pursuant to this Agreement, or funded in whole or in part by this Agreement, and to cooperate with Grantor in joint or coordinated releases of information.

ARTICLE XXIV INSURANCE

24.1 Purchase and Maintenance of Insurance. Grantee shall maintain in full force and effect during the Term of this Agreement casualty and bodily injury insurance, as well as insurance sufficient to cover the replacement cost of any and all real or personal property, or both, purchased or, otherwise acquired, or improved in whole or in part, with funds disbursed pursuant to this Agreement. 2 CFR 200.310. Additional insurance requirements may be detailed in PART TWO or PART THREE.

24.2 Claims. If a claim is submitted for real or personal property, or both, purchased in whole with funds from this Agreement and such claim results in the recovery of money, such money recovered shall be surrendered to Grantor.

**ARTICLE XXV
LAWSUITS AND INDEMNIFICATION**

25.1 Independent Contractor. Grantee is an independent contractor under this Agreement and neither Grantee nor any employee or agent of Grantee is an employee of Grantor and do not acquire any employment rights with Grantor or the State of Illinois by virtue of this Agreement. Grantee will provide the agreed services and achieve the specified results free from the direction or control of Grantor as to the means and methods of performance. Grantee will be required to provide its own equipment and supplies necessary to conduct its business; provided, however, that in the event, for its convenience or otherwise, Grantor makes any such equipment or supplies available to Grantee, Grantee's use of such equipment or supplies provided by Grantor pursuant to this Agreement shall be strictly limited to official Grantor or State of Illinois business and not for any other purpose, including any personal benefit or gain.

25.2 Indemnification. To the extent permitted by law, Grantee agrees to hold harmless Grantor against any and all liability, loss, damage, cost or expenses, including attorneys' fees, arising from the intentional torts, negligence or breach of contract of Grantee, with the exception of acts performed in conformance with an explicit, written directive of Grantor. Indemnification by Grantor will be governed by the State Employee Indemnification Act (5 ILCS 350/1 *et seq.*) as interpreted by the Illinois Attorney General. Grantor makes no representation that Grantee, an independent contractor, will qualify or be eligible for indemnification under said Act.

**ARTICLE XXVI
MISCELLANEOUS**

26.1 Gift Ban. Grantee is prohibited from giving gifts to State employees pursuant to the State Officials and Employees Ethics Act (5 ILCS 430/10-10) and Executive Order 15-09.

26.2 Access to Internet. Grantee must have Internet access. Internet access may be either dial-up or high-speed. Grantee must maintain, at a minimum, one business e-mail address that will be the primary receiving point for all e-mail correspondence from Grantor. Grantee may list additional e-mail addresses at any time during the Term of this Agreement. The additional addresses may be for a specific department or division of Grantee or for specific employees of Grantee. Grantee must notify Grantor of any e-mail address changes within five (5) business days from the effective date of the change.

26.3 Exhibits and Attachments. Exhibits A through G, PART TWO, PART THREE, if applicable, and all other exhibits and attachments hereto are incorporated herein in their entirety.

26.4 Assignment Prohibited. Grantee acknowledges that this Agreement may not be sold, assigned, or transferred in any manner by Grantee, to include an assignment of Grantee's rights to receive payment hereunder, and that any actual or attempted sale, assignment, or transfer by Grantee without the Prior Approval of Grantor in writing shall render this Agreement null, void and of no further effect.

26.5 Amendments. This Agreement may be modified or amended at any time during its Term by mutual consent of the Parties, expressed in writing and signed by the Parties.

26.6 Severability. If any provision of this Agreement is declared invalid, its other provisions shall not be affected thereby.

26.7 No Waiver. No failure of Grantor to assert any right or remedy hereunder will act as a waiver of right to assert such right or remedy at a later time or constitute a course of business upon which Grantee may rely for the purpose of denial of such a right or remedy to Grantor.

26.8 Applicable Law; Claims. This Agreement and all subsequent amendments thereto, if any, shall be governed and construed in accordance with the laws of the State of Illinois. Any claim against Grantor arising out of this Agreement must be filed exclusively with the Illinois Court of Claims. 705 ILCS 505/1 *et seq.* Grantor does not waive sovereign immunity by entering into this Agreement.

26.9 Compliance with Law. This Agreement and Grantee's obligations and services hereunder are hereby made and must be performed in compliance with all applicable Federal and State laws, including, without limitation, Federal regulations, State administrative rules, including 44 Ill. Admin. Code 7000, and any and all license requirements or professional certification provisions.

26.10 Compliance with Confidentiality Laws. If applicable, Grantee shall comply with applicable State and Federal statutes, Federal regulations and Grantor administrative rules regarding confidential records or other information obtained by Grantee concerning persons served under this Agreement. The records and information shall be protected by Grantee from unauthorized disclosure.

26.11 Compliance with Freedom of Information Act. Upon request, Grantee shall make available to Grantor all documents in its possession that Grantor deems necessary to comply with requests made under the Freedom of Information Act. (5 ILCS 140/7(2)).

26.12 Precedence. In the event there is a conflict between this Agreement and any of the exhibits or attachments hereto, this Agreement shall control. In the event there is a conflict between **PART ONE** and **PART TWO** or **PART THREE** of this Agreement, **PART ONE** shall control. In the event there is a conflict between **PART TWO** and **PART THREE** of this Agreement, **PART TWO** shall control. In the event there is a conflict between this Agreement and relevant statute(s) or Administrative Rule(s), the relevant statute(s) or rule(s) shall control.

26.13 Illinois Grant Funds Recovery Act. In the event of a conflict between the Illinois Grant Funds Recovery Act and the Grant Accountability and Transparency Act, the provisions of the Grant Accountability and Transparency Act shall control. 30 ILCS 708/80.

26.14 Headings. Article and other headings contained in this Agreement are for reference purposes only and are not intended to define or limit the scope, extent or intent of this Agreement or any provision hereof.

26.15 Entire Agreement. Grantee and Grantor acknowledge that this Agreement constitutes the entire agreement between them and that no promises, terms, or conditions not recited, incorporated or referenced herein, including prior agreements or oral discussions, shall be binding upon either Grantee or Grantor.

26.16 Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be considered to be one and the same agreement, binding on all Parties hereto, notwithstanding that all Parties are not signatories to the same counterpart. Duplicated signatures, signatures transmitted via facsimile, or signatures contained in a Portable Document Format (PDF) document shall be deemed original for all purposes.

26.17 Attorney Fees and Costs. If Grantor prevails in any proceeding to enforce the terms of this Agreement, including any administrative hearing pursuant to the Grant Funds Recovery Act or the Grant Accountability and Transparency Act, the Grantor has the right to recover reasonable attorneys' fees, costs and expenses associated with such proceedings.

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EXHIBIT A

PROJECT DESCRIPTION

CSFA Number: 494-80-1141 NOSA/SAIN Number: 1141-9499

GATA Registration Number: 671827

Grantee agrees to provide the public transportation services described in its final approved application and program of proposed expenditures ("POPE") approved by Grantor, and in accordance with the Downstate Public Transportation Act (30 ILCS 740/2-1 et seq.) ("Act"), the Rules, the Standard Forms and all other applicable laws and regulations. Grantee shall not reduce, terminate, or substantially change such public transportation services or increase fares without prior written notification to Grantor. The Grantee shall provide all required local matching funds necessary to meet the obligations of operating general public transit service which are not covered by funds provided under the Act.

EXHIBIT B

DELIVERABLES OR MILESTONES

- A. The Grantee shall generate and maintain required local match sufficient to draw down the Downstate Operating Assistance Program (DOAP) Funds in this grant agreement.
- B. The Grantee may file accurate quarterly advance pay requests no sooner than 30 days prior to the start of the quarter for which an advance is requested.
- C. The Grantee shall file accurate quarterly reports, reflecting actual revenue and expense data by December 1, March 1, May 1 and August 1 of the current fiscal year.
- D. On or before August 1, the Grantee shall submit its annual Ridership Report (OP-9) for the fiscal year.
- E. No later than 180 days following the last day of the fiscal year, the Grantee shall provide the Grantor with an independent audit prepared by a licensed certified public accountant in accordance with Illinois Administrative Code Title 92, Chapter I, Subchapter h, Part 653.
- F. When required by the Grantor, the Grantee shall prepare and submit cost allocations plans.

EXHIBIT C

PAYMENT

Grantee shall receive \$ 11,057,000.00 under this Agreement.

Enter specific terms of payment here:

Grantee understands and accepts that it will disburse its Indirect Costs separately from its Direct Costs in accordance with its approved Indirect Cost Rate.

Grantee further understands and accepts that, within three (3) months after execution of the AGREEMENT, Grantee will submit updated, separate Budgets: one to reflect Grantee's costs; and a Budget to reflect costs incurred by each sub-recipient Grantee utilizes to accomplish the project goals and objectives of this AGREEMENT.

The Grantor shall process up to a total of five payments, comprising of a combination of advance, reimbursement or reconciling payments, to the Grantee upon the timely receipt of quarterly expense and revenue submitted on the Grantor's prescribed forms. Payments will be processed upon the Grantor determining if and to what extent the request is eligible for operating expenses incurred in conformity with Grantee's approved application and the Act.

Grantee shall have the flexibility to request:

- A. an advance based on its estimated quarterly expense and revenue, up to the date the actual expense and revenue for that quarter is required to be filed with the Grantor; or
- B. a reimbursement for actual quarterly expense and revenue incurred; or
- C. a combination of both.

Advance payments may not be processed by the Grantor, or dated by the Grantee, earlier than thirty days prior to the start of the quarter for which the advance is requested. No payments will be made until the State's annual budget has been passed, and grant contracts are fully executed by both the Grantor and the Grantee and filed with the Office of the Comptroller.

Grantee shall file actual expense and revenue incurred in the 1st, 2nd, 3rd and 4th quarters by December 1, March 1, May 1, and August 1, respectively.

The Grantee shall adjust payment requests to reflect all previous quarter actual expense and revenue not reflected in previous payment requests. These adjustments shall be shown and all subsequent pay requests.

Grantee agrees that payment shall not constitute a final determination by the Grantor of the eligibility of such expense and shall not constitute a waiver of any violation of the terms of this Agreement. The Grantor reserves the right to offset any payment to satisfy any monetary claims that the Grantor may have outstanding against Grantee. Furthermore the Grantor may request reimbursement of a portion of or all payments in the case of overpayment or fraud.

EXHIBIT D

CONTACT INFORMATION

CONTACT FOR NOTIFICATION:

Unless specified elsewhere, all notices required or desired to be sent by either Party shall be sent to the persons listed below.

GRANTOR CONTACT

Name: Karen Strell
 Title: Section Chief
 Address: 69 West Washington, Chicago, IL, 60602
 Phone: (312) 793-5230
 TTY#: N/A
 Fax#: N/A
 E-mail Address: karen.strell@illinois.gov

GRANTEE CONTACT

Name: Billy Tyus
 Title: Interim City Manager
 Address: 1 Gary K. Anderson Plaza, Decatur, IL 62523
 Phone: (217) 424-2793
 TTY#: N/A
 Fax#: N/A
 E-mail Address: btyus@decaturil.gov

Additional Information:
N/A

EXHIBIT E

PERFORMANCE MEASURES

The Grantees should:

- 1) Submit accurate and timely reports required by this program.
- 2) Submit timely corrective action plans with regard to program operations when directed by the Grantor, the Grantor's consultants and/or vendors resulting from:
 - A. Financial Management Reviews;
 - B. Compliance Reviews;
 - C. Audits;
 - D. Grantor policy changes;
 - E. Public Complaint Process;
 - F. and/or as directed by the Grantor to remain in compliance with grant requirements.
- 3) Promptly respond to inquiries by the Grantor or Grantor consultants and/or vendors.

EXHIBIT F

PERFORMANCE STANDARDS

Performance Standards shall include:

- 1) Timely and 100% accuracy in quarterly and year end reports as described in Exhibits B and C. As well as Public Transportation Accounts (PTA) account reports.
- 2) Timeliness of corrective actions will be determined on a case by basis dependent on the urgency to which an issues needs to be addressed. This may be determined by the Grantor, a third part retained by the Grantor, or coordination between the Grantor and the Grantee.
 - A. The Grantee shall generate and maintain required local match sufficient to draw down the Downstate Operating Assistance Program (DOAP) Funds in this grant agreement.
 - B. The Grantee may file accurate quarterly advance pay requests no sooner than 30 days prior to the start of the quarter for which an advance is requested.
 - C. The Grantee shall file accurate quarterly reports, reflecting actual revenue and expense data by December 1, March 1, May 1 and August 1 of the current fiscal year.
 - D. On or before August 1, the Grantee shall submit its annual Ridership Report (OP-9) for the fiscal year.
 - E. No later than 180 days following the last day of the fiscal year, the Grantee shall provide the Grantor with an independent audit prepared by a licensed certified public accountant in accordance with Illinois Administrative Code Title 92, Chapter I, Subchapter h, Part 653.

When required by the Grantor, the Grantee shall prepare and submit cost allocation plans.

EXHIBIT G

SPECIFIC CONDITIONS

Grantor may remove (or reduce) a Specific Condition included in this **Exhibit G** by providing written notice to the Grantee, in accordance with established procedures for removing a Specific Condition.

Financial and Regulatory Reporting

- **Conditions:**
 - Log for submittal due date and actual submittal date with explanation if late
 - Supply the Grantor with the most recent 5year plan and a summary on its implementation.
- **Corrective Action:**
 - Grantee shall provide all required reports on-time and without error. In addition, the Grantee shall implement performance measures that tie to financial data if not currently in place.

Audit

- **Conditions:**
 - The Grantee shall supply the Grantor with an update on audit corrective actions past two years.
- **Corrective Action:**
 - Address all audit findings giving priority to significant deficiencies and material weaknesses.

Fraud, Waste and Abuse

- **Conditions:**
 - Grantee shall develop/update their Fraud awareness program and submit the written program to Grantor staff for approval. Upon approval the Grantee shall begin implementation of the program with 30 days.
- **Corrective Action:**
 - Implementation of a fraud awareness program including information on how to report fraud, waste and abuse without fear of retaliation.

Grantee shall:

- A. Provide proof that substantial steps are being taken to mitigate risk factors within the 90 days of the executed grant agreement or written plan to mitigate said risk factors.
- B. Submitted written plans shall provide what steps were taken, issues faced in each step, which steps were accomplished, which were not and why, what actions are currently being taken, and an estimated date as to when risk factors will be mitigated.
- C. The plan for mitigation, explanations, and estimated date may be deemed unacceptable in whole or in part at the discretion of the Grantor.

Failure to submit proof of mitigated risk factors, explanations, and/or estimated dates will be considered a material breach of this Agreement and shall result in the withholding of funds, the return of improper payments or Unallowable Costs, and may be the basis to recover Grant Funds. Grantee's failure to comply with the specific conditions outlined in this exhibit shall be considered prima facie evidence of a breach and may be admitted as such, without further proof, into evidence in an administrative proceeding before Grantor, or in any other legal proceeding.

In addition to the uniform requirements in **PART ONE**, the Grantor has the following additional requirements for its Grantee:

Equipment and Supplies. Grantee must obtain disposition instructions from Grantor when equipment or supplies, purchased in whole or in part with Grant Funds, are no longer needed for their intended purpose. Notwithstanding anything to the contrary contained within this Agreement, Grantor may require transfer of any equipment or supplies to Grantor or a third party for any reason, including, without limitation, an Award is terminated or Grantee no longer conducts Award activities. The Grantee shall properly maintain, track, use, store and insure the equipment and supplies according to applicable best practices, manufacturer's guidelines, federal and State laws or rules, including without limitation those contained at 2 CFR 200.310 to 2 CFR 200.326, and Department requirements stated herein. All obligations regarding use and ownership of equipment or supplies, purchased in whole or in part with Grant Funds, shall survive the termination of this Agreement.

Renewal This Agreement may not be renewed.

[PART TWO – THE GRANTOR-SPECIFIC TERMS

ARTICLE XXVII
INSPECTION AND AUDIT

27.1 Grantee shall permit, and shall require its contractors and auditors to permit, the Grantor, and any authorized agent of the Grantor, to inspect all work, materials, payrolls, audit working papers, and other data and records pertaining to the Project; and to audit the books, records, and accounts of the Grantee with regard to the Project. The Grantor may, at its sole discretion and at its own expense, perform a final audit of the Project. Such audit may be used for settlement of the grant and Project closeout. Grantee agrees to implement any audit findings contained in the Grantor's final audit, the Grantee's independent audit, or as a result of any duly authorized inspection or review.

27.2 Grantee agrees to permit the Grantor to conduct scheduled or unscheduled inspections of Grantee's public transportation services. Such inspections shall be conducted at reasonable times, without unreasonable disruption or interference with any transportation service or other business activity of the Grantee or any Service Board.

27.3 Grantee agrees to notify the Grantor of any pending federal triennial and/or other federal related reviews as soon as it is scheduled and to permit the Grantor to attend same. In addition, the Grantee shall supply the Grantor with a copy of the final report of the federal triennial and/or other federal related reviews.

ARTICLE XXVIII
ETHICS

28.1 Code of Conduct

(a) Personal Conflict of Interest – The Grantee shall maintain a written code or standard of conduct which shall govern the performance of its employees, officers, board members, or agents engaged in the award and administration of contracts supported by state or federal funds. Such code shall provide that no employee, officer, board member or agent of the Grantee may participate in the selection, award, or administration of a contract supported by state or federal funds if a conflict of interest, real or apparent

would be involved. Such a conflict would arise when any of the parties set forth below has a financial or other interest in the firm selected for award:

- (i) the employee, officer, board member, or agent;
- (ii) any member of his or her immediate family;
- (iii) his or her partner; or
- (iv) an organization which employs, or is about to employ, any of the above.

The conflict of interest restriction for former employees, officers, board members and agents shall apply for one year.

The code shall also provide that Grantee's employees, officers, board members, or agents shall neither solicit nor accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to subcontracts. The Grantor may waive the prohibition contained in this subsection, provided that any such present employee, officer, board member, or agent shall not participate in any action by the Grantee or the locality relating to such contract, subcontract, or arrangement. The code shall also prohibit the officers, employees, board members, or agents of the Grantee from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.

(b) . Organizational Conflict of Interest – The Grantee will also prevent any real or apparent organizational conflict of interest. An organizational conflict of interest exists when the nature of the work to be performed under a proposed third party contract or subcontract may, without some restriction on future activities, result in an unfair competitive advantage to the third party contractor or Grantee or impair the objectivity in performing the contract work.

ARTICLE XXIX

GRANTEE'S WARRANTIES

29.1 Grantee warrants that it has the requisite fiscal, managerial, and legal capability to carry out the Project and to receive and disburse Project funds. Grantee agrees that upon execution of this Agreement, Grantee will deliver to the Grantor:

- (a) a legal opinion from an attorney licensed to practice law in Illinois and authorized to represent the Grantee in the matter of this Agreement, in the form of **Part Two Attachment 1**.
- (b) a certified copy of a resolution or ordinance adopted by the Grantee's governing body that authorizes the execution of this Agreement and identifies the person, by position, authorized to sign this Agreement and payment requisitions, in the form of Part Two Attachment 2.

ARTICLE XXX

DRUG FREE WORKPLACE

30.1 Grantee agrees to comply with the provisions of the Illinois Drug Free Workplace Act (30 ILCS 580/1 *et seq.*) and has signed the Drug Free Workplace Certification attached to this Agreement as **Part Two Attachment 3**.

ARTICLE XXXI
DISPUTE RESOLUTION

31.1 In the event of a dispute in the interpretation of the provisions of this Agreement, such dispute shall be settled through negotiations between the Grantor and the Grantee. In the event that agreement is not consummated at this negotiation level, the dispute will then be referred through proper administrative channels for a decision and ultimately, if necessary, to the Secretary of the Illinois Department of Transportation. The Grantor shall decide all claims, questions and disputes which are referred to it regarding the interpretation, prosecution and fulfillment of this Agreement. The Grantor's decision upon all claims, questions and disputes shall be final and conclusive.

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PART TWO ATTACHMENT 1

OPINION OF COUNSEL

I, the undersigned, am an attorney licensed by and duly admitted to practice law in the State of Illinois and am counsel and attorney for the City of Decatur ("Grantee"). In this capacity, my opinion has been requested regarding the eligibility of the Grantee for grant assistance under the provisions of the Downstate Public Transportation Act, 30 ILCS 740/2-1 *et seq.* ("Act"). I have also reviewed the Downstate Operating Assistance Grant Agreement, Agreement No. 4953 (19-1141-9499), Grant No. (OP- 19 - 08-IL) ("Agreement") tendered by the State of Illinois ("State") to the Grantee, and I hereby find the following:

1. The Grantee is an eligible "Participant" as defined in the Act.
2. There are no provisions in the Grantee's charter, by-laws, or in the laws or rules of the State of Illinois, United States of America, or any unit of local government that preclude or prohibit the Grantee from entering into such Agreement.
3. The Grantee is fully empowered and authorized to enter into the Agreement and that Agreement, when executed by both parties, will be legally binding upon the Grantee and its successors and assigns.
4. I have no knowledge of any pending or threatened litigation, in either Federal or State court, which would adversely affect the Agreement or prevent the Grantee from contracting with the State for the purpose of receiving a Downstate Operating Assistance Grant.

Based on the foregoing, I am of the opinion that the Grantee is an eligible Participant under the provisions of the Act, and that it is fully empowered and authorized to accept the grant from the State.

Signature: _____
(attorney's name)
(attorney's title) for (City of Decatur)

Date: _____

PART TWO ATTACHMENT 2

RESOLUTION AUTHORIZING EXECUTION AND AMENDMENT OF DOWNSTATE OPERATING ASSISTANCE GRANT AGREEMENT

WHEREAS, the provision of public transportation service is essential to the people of Illinois; and

WHEREAS, the Downstate Public Transportation Act (30 ILCS 740/2-1 *et seq.*) ("Act") authorizes the State of Illinois, acting by and through the Illinois Department of Transportation, to provide grants and make funds available to assist in the development and operation of public transportation systems; and

WHEREAS, grants for said funds will impose certain obligations upon the recipient, including provision by it of the local share of funds necessary to cover costs not covered by funds provided under the Downstate Public Transportation Act.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF DECATUR

Section 1. That the City of Decatur enter into a Downstate Public Transportation Operating Assistance Agreement ("Agreement") with the State of Illinois and amend such Agreement, if necessary, for fiscal year 2019 in order to obtain grant assistance under the provisions of the Act.

Section 2. That the City Manager of the City of Decatur is hereby authorized and directed to execute the Agreement or its amendment(s) on behalf of the City of Decatur for such assistance for fiscal year 2019.

Section 3. That the City Manager of the City of Decatur is hereby authorized to provide such information and file such documents as may be required to perform the Agreement and to request and receive the grant funding for fiscal year 2019.

Section 4. That while participating in said operating assistance program the City of Decatur shall provide all required local matching funds.

PRESENTED and ADOPTED this _____ day of _____, 20____

(Signature of Authorized Official)

(Attest)

(Title)

(Date)

PART TWO ATTACHMENT 3

**STATE OF ILLINOIS
DRUG FREE WORKPLACE CERTIFICATION**

This certification is required by the Drug Free Workplace Act (30 ILCS 580/1 *et seq.*). The Drug Free Workplace Act, effective January 1, 1992, requires that no grantee or contractor shall receive a grant or be considered for the purposes of being awarded a contract for the procurement of any property or services from the State unless that grantee or contractor has certified to the State that the grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to, suspension of contract or grant payments, termination of the contract or grant and debarment of contracting or grant opportunities with the State for at least one (1) year but not more than five (5) years.

For the purpose of this certification, "grantee" or "contractor" means a corporation, partnership, or other entity with twenty-five (25) or more employees at the time of issuing the grant, or a department, division, or other unit thereof, directly responsible for the specific performance under a contract or grant of \$5,000 or more from the State.

Grantee certifies and agrees that it will provide a drug free workplace by:

- (a) Publishing a statement:
 - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the Grantee's workplace.
 - (2) Specifying the actions that will be taken against employees for violations of such prohibition.
 - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (A) abide by the terms of the statement; and
 - (B) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- (b) Establishing a drug free awareness program to inform employees about:
 - (1) the dangers of drug abuse in the workplace;
 - (2) the Grantee's policy of maintaining a drug free workplace;
 - (3) any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) the penalties that may be imposed upon an employee for drug violations.
- (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the grant and to post the statement in a prominent place in the workplace.
- (d) Notifying the Grantor within ten (10) days after receiving notice under part (B) of paragraph (3) of subsection (a) above from an employee or otherwise receiving actual notice of such conviction.

Agreement No. 4953 (19-1141-9499)

- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is so convicted, as required by Section 5 of the Drug Free Workplace Act.
- (f) Assisting employees in selecting a course of action in the event drug counseling, treatment, and rehabilitation is required and indicating that a trained referral team is in place.
- (g) Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

THE UNDERSIGNED AFFIRMS, UNDER PENALTIES OF PERJURY, THAT HE OR SHE IS AUTHORIZED TO EXECUTE THIS CERTIFICATION ON BEHALF OF THE DESIGNATED ORGANIZATION.

Accepted on behalf of City of Decatur

Signature of Authorized
Representative

Title

Date

PART THREE – THE PROJECT-SPECIFIC TERMS

In addition to the uniform requirements in **PART ONE** and the Grantor-Specific Terms in **PART TWO**, the Grantor has the following additional requirements for this Project:

ARTICLE I
DEFINITIONS

32.1. As used in this Agreement:

"AICPA" means the American Institute of Certified Public Accountants.

"FTA" means the Federal Transit Administration of the United States Department of Transportation, or its successor

"OMB" means the U.S. Office of Management and Budget.

ARTICLE XXXIII
PROJECT SCOPE

33.1. Grantee agrees to provide the public transportation services described in its final approved application and program of proposed expenditures ("POPE") approved by the Grantor, and in accordance with the Act, the Rules, the Standard Forms and all other applicable laws and regulations. Grantee shall not reduce, terminate, or substantially change such public transportation services or increase fares without prior written notification to the **Grantor**.

ARTICLE XXXIV
PROJECT BUDGET

34.1. The Uniform Budget is attached as **Part Three, Attachment 2**.

34.2. Under the Act, the Grantor enters into this Grant Agreement to implement Grantee's approved program of expenditures, within the following condition:

(a) The Grantee shall be paid under this Agreement sixty-five percent (65%) of Grantee's eligible operating expenses incurred during fiscal year 2019, up to the corresponding identical or minimally different appropriation amount provided by the appropriation legislation for fiscal year 2019, as per 30 ILCS 740/2-7(b-10) and 30 ILCS 740/2-3(d), as long as there are sufficient funds transferred into the Downstate Public Transportation Fund (30 ILCS 740/2-7 (b)), and provided that the amount paid under this Agreement together with any operating assistance received by the Grantee from any other state or local agency for fiscal year 2019 does not exceed Grantee's actual operating deficit for that year.

34.3. The Grantor has approved and agrees to make a grant in the estimated amount of \$11,057,000.00, subject to the limitations set forth above, the Act and Illinois Administrative Code Title 92, Chapter I, Subchapter h, Part 653.

34.4. In the event that a Grantee receives an amount in excess of the amount provided to be paid to the Grantee above, or the combined state and local operating assistance grants for fiscal year 2019 exceed Grantee's actual operating deficit for that year, Grantee agrees to remit to the State any excess funds received. For purposes of this Agreement, the term "operating deficit" shall have the following meaning set forth in Section 2-2.03 of the Act (30 ILCS 740/2-2.03): "the amount by which eligible operating expenses exceed revenue from fares, reduced fare reimbursements, rental of properties, advertising, and any other amounts collected and received by a provider of public transportation, which, under standard accounting practices, are properly classified as operating revenue or operating income attributable to providing public transportation and revenue from any federal financial assistance received by the participant to defray operating expenses or deficits. For purposes of determining operating deficits,

local effort from local taxes or its equivalent shall not be included as operating revenue or operating income."

34.5. Grantee agrees to commit the necessary local funding to cover costs incurred in providing public transportation which are not reimbursed under this Agreement or by other federal, state or local assistance programs.

ARTICLE XXXV
PAYMENT PROCEDURES

35.1. The Grantor shall process up to a total of five payments, comprising of a combination of advance, reimbursement or reconciling payments, to Grantee upon the timely receipt of quarterly expense and revenue submitted on the Grantor's prescribed forms. Payments will be processed upon the Grantor determining if and to what extent the request is for eligible operating expenses incurred in conformity with Grantee's approved application and the Act.

(a) Grantees shall have the flexibility to request: an advance based on its estimated quarterly expense and revenue, up to the date the actual expense and revenue for that quarter is required to be filed with the Grantor; or

(b) a reimbursement for actual quarterly expense and revenue incurred; or

(c) a combination of both.

35.2. Advance payments may not be processed by the Grantor, or dated by the Grantee, earlier than thirty days prior to the start of the quarter for which the advance is requested. No payments will be made until the State's annual budget has been passed, and grant contracts are fully executed by both the Grantor and the Grantee and filed with the Office of the Comptroller.

35.3. Grantee shall file actual expense and revenue incurred in the 1st, 2nd, 3rd and 4th quarters by December 1, March 1, May 1, and August 1, respectively.

35.4. The Grantee shall adjust payment requests to reflect all previous quarter actual expense and revenue not reflected in previous payment requests.

35.5. Grantee agrees that payment shall not constitute a final determination by the Grantor of the eligibility of such expense and shall not constitute a waiver of any violation of the terms of this Agreement. The Grantor reserves the right to offset any payment to satisfy any monetary claims that the Grantor may have outstanding against Grantee.

ARTICLE XXXVI
ELIGIBLE OPERATING EXPENSES

36.1. Eligible operating expenses include, but are not limited to the following:

(a) employee wages and benefits;

(b) materials, fuels and supplies;

(c) rental of facilities;

(d) taxes other than income taxes;

(e) payment for debt service (including principal and interest) on equipment or facilities owned by Grantee, to the degree that the Grantee's governing board, through resolution, certifies that the public transportation portion of the equipment or facilities is required for the day-to-day provision of public transportation within the next 24 months, provided that, in undertaking

and administering the acquisition and ownership of the equipment and facilities, the Grantee complies with the Grantor's "Public Transportation Capital Improvement Grants Manual" and "Supplemental Operating Assistance Guidelines";

- (f) non-rolling stock-equipment purchases that are less than \$10,000;
- (g) administrative costs (i.e., costs incurred in capital grant record keeping, grant management, and the preparation of status reports required by the Department under its capital grant program) associated with capital projects which are not reimbursed elsewhere;
- (h) routine maintenance and repairs to buildings, equipment or vehicles that do not extend their useful life for replacement eligibility purposes;
- (i) reasonable expenses and compensation for Grantee's board members or trustees as provided under the Local Mass Transit district Act (70 ILCS 3610/4);
- (j) established reserves for self-insurance programs;
- (k) the costs associated with the audit requirements set forth in Section 653.410 of the Rules;
- (l) Eighty percent of the dues paid by the applicant to the Illinois Public Transportation Association and 90% of the dues paid by the applicant to the American Public Transportation Association or the Community Transportation Association of America; and
- (m) any other expenditure that an independent auditor retained by the Grantee's governing board determines is required for the provision of public transportation according to the most current version of AICPA's generally accepted standard accounting principles for public transportation operations.

ARTICLE XXXVII
INELIGIBLE OPERATING EXPENSES

- 37.1. Ineligible operating expenses include, but are not limited to, the following:
- (a) depreciation, whether funded or unfunded;
 - (b) amortization of any intangible assets;
 - (c) debt service on capital assets acquired with the assistance of capital grant funds provided by the State;
 - (d) profit or return on investments;
 - (e) excessive payments to associated entities;
 - (f) expenses associated with the Workforce Investment Act (29 USC Chapter 30), or its successor;
 - (g) costs reimbursed under Section 5303, 5304, and 5305 of the Federal Mass Transit Act (49 USC 53)
 - (h) travel and entertainment expenses incurred in attending non-public transportation-related activities;
 - (i) charter, school bus and sightseeing expenses as defined by the FTA;

- (j) fines and penalties;
- (k) charitable donations;
- (l) interest expense on long-term borrowing and debt retirement other than on that portion of publicly-owned equipment and facilities required for public transportation;
- (m) income taxes;
- (n) that portion of any eligible operating expense for which the Grantee has or will receive reimbursement from any other federal or State capital grant program absent a specific federal or State directive allowing the capital expense to be treated as an operating expense;
- (o) expenses associated with compliance with OMB Circular A-133 (Audits of States, Local Governments, and Non-Profit Organizations);
- (p) expenses for freight haulage provided by Grantee;
- (q) any expense that is reimbursed from insurance proceeds;
- (r) maintenance or operation of vehicles that are not used by a Grantee or its contractors for public transportation or to support public transportation operations; and
- (s) any other expense determined by the Grantor to be inconsistent with federal regulations or requirements.

ARTICLE XXXVIII
PROJECT CLOSEOUT

38.1. Upon the Grantor's receipt of the Grantee's independent audit report of the Project, the Grantor shall perform a review of the Grantee's independent audit to determine whether to approve the independent audit. Once the Grantee's independent audit has been approved by the Grantor, the Grantor shall determine the eligibility of costs incurred and shall make a final determination of amounts due to the Grantee under this Agreement. If the Grantor has made payment to the Grantee in excess of the final total amount determined by the Grantor-approved independent audit to be due the Grantee, the Grantee shall promptly remit such excess to the Grantor.

38.2. At the discretion of the Grantor, several years of audit reconciliation balances may be combined to allow for one payment to reconcile minor annual reconciliation balances. The Project close-out occurs when the Grantor notifies the Grantee that the Project is closed-out and forwards the final Grant payment, as determined by the Grantor-approved independent audit to the Grantee, or when an appropriate refund of Grant funds, as determined by the Grantor-approved independent audit, has been received from the Grantee and acknowledged by the Grantor. Close-out shall be subject to any continuing obligations imposed on the Grantee by this Agreement or contained in the final notification or acknowledgment from the Grantor.

38.3. Payment issues, audit issues or any other matters pertaining to the grant may not be subsequently raised and are forever settled upon Project closeout.

ARTICLE XXXIX
SCHOOL BUS OPERATIONS

39.1. Pursuant to 20 ILCS 2705/2705-605(f), Grantee agrees not to engage in school bus operations exclusively for the transportation of students and school bus personnel in competition with private school bus operators where such private school bus operators are able to provide adequate transportation at reasonable rates, in conformance with applicable safety standards. However, this requirement shall not apply if Grantee operates a school system in the locality and operates a separate and exclusive school bus program for the school system. Grantee's certification regarding school bus operations is signed and attached to this Agreement as **Part Three Attachment 1**.

ARTICLE XL
ETHANOL GASOLINE

40.1. Pursuant to the Downstate Public Transportation Act (30 ILCS 740/2-15.1), Grantee hereby certifies that all gasoline burning motor vehicles operated under its jurisdiction use, if capable, fuel containing ethanol gasoline.

ARTICLE XLI
NO WAIVER

41.1. No failure of Grantee to assert any right or remedy hereunder will act as a waiver of its right to assert such right or remedy at a later time or constitute a course of business upon which Grantor may rely for the purpose of denial of such a right or remedy to Grantee.

ARTICLE XLII
GRANTEE'S RESERVATION OF RIGHTS

42.1. This contract is executed by Grantee with a reservation of rights to contest provisions inconsistent with the enabling legislation, Downstate Public Transportation Act (30 ILCS 740) and the Illinois Constitution.

ARTICLE XLIII
FAILURE TO APPROPRIATE FUNDS

43.1. This Agreement, notwithstanding anything to the contrary set forth herein, is subject to Section 2-3(d) of the Downstate Public Transportation Act (30 ILCS 740/2-3(d)).

PART THREE ATTACHMENT 1

CERTIFICATION BY GRANTEE NOT TO ENGAGE
IN SCHOOL BUS OPERATIONS

Pursuant to Section 49.19(6) of the Civil Administrative Code of Illinois (20 ILCS 2705/49.19(b)), as a condition of receiving grant monies from the Illinois Department of Transportation, the Grantee certifies that it is not engaged in school bus operations exclusively for the transportation of students and school bus personnel in competition with private school bus operators where such private school bus operators are available to provide adequate transportation at reasonable rates in conformance with applicable safety standards.

If the Grantee does engage in school bus operations exclusively for the transportation of students and school bus personnel as described above, then the Grantee certifies that it operates a school system in the area to be served and operates a separate and exclusive school bus program for the school system.

The Grantee further agrees and certifies that it shall immediately notify the Grantor in writing of its involvement in or its intention to become involved in any school bus operation prohibited by Section 49.19(6) of the Civil Administrative Code of Illinois after the date of this certification.

Accepted on behalf of City of Decatur

Signature of Authorized
Representative

Title

Date

Agreement No. 4953 (19-1141-9499)
PART THREE ATTACHMENT 2

UNIFORM BUDGET



State of Illinois
UNIFORM GRANT BUDGET TEMPLATE

State Agency: City of Decatur

Organization Name: City of Decatur

Data Universal Number System (DUNS) Number (enter numbers only) : 075613000

Notice of Funding
Opportunity (NOFO) Number: 19-1141-01

Catalog of State Financial Assistance (CSFA) Number: 494-80-1141

CSFA Short Description: Transit Downstate Operating Assistance Program

Section A: State of Illinois Funds

Fiscal Year: 06/30/2019

REVENUES			Total Revenue
State of Illinois Grant Requested		\$	11,057,000
Budget Expenditure Categories	OMB Uniform Guidance Federal Awards Reference 2 CFR 200		Total Expenditures
1. Personnel (Salary and Wages)	200.430	\$	2,517,484.00
2. Fringe Benefits	200.431	\$	1,216,688.00
3. Travel	200.474	\$	6,448.00
4. Equipment	200.439	\$	
5. Supplies	200.94	\$	778,586.00
6. Contractual Services and Subawards	200.318 & 200.92	\$	334,457.00
7. Consultant (Professional Service)	200.459	\$	0.00
8. Construction		\$	
9. Occupancy (Rent and Utilities)	200.465	\$	36,173.00
10. Research and Development (R&D)	200.87	\$	
11. Telecommunications		\$	0.00
12. Training and Education	200.472	\$	
13. Direct Administrative Costs	200.413 (c)	\$	0.00
14. Miscellaneous Costs		\$	6,167,164.00
15. A. Grant Exclusive Line Item(s)		\$	
15. B. Grant Exclusive Line Item(s)		\$	
16. Total Direct Costs (add lines 1-15)	200.413	\$	11,057,000
17. Total Indirect Costs	200.414	\$	
Rate %:			
Base:			
18. Total Costs State Grant Funds (Lines 16 and 17) MUST EQUAL REVENUE TOTALS ABOVE		\$	11,057,000

Instructions
found at end of
document.



State of Illinois
UNIFORM GRANT BUDGET TEMPLATE

Organization Name: City of Decatur

NOFO Number: 19-1141-01

SECTION A - Continued - Indirect Cost Rate Information

If your organization is requesting reimbursement for indirect costs on line 17 of the Budget Summary, please select one of the following options

- ☐ 1. Our Organization receives direct Federal funding and currently has a Negotiated Indirect Cost Rate Agreement (NICRA) with our Federal Cognizant Agency. A copy of this agreement will be provided to the State of Illinois' Indirect Cost Unit for review and documentation before reimbursement is allowed. This NICRA will be accepted by all State of Illinois agencies up to any statutory, rule-based or programmatic restrictions or limitations. **NOTE: (If this option is selected, please, provide basic Negotiated Indirect Cost Rate Agreement in area designated below.)**

Your organization may not have a Federally Negotiated Cost Rate Agreement. Therefore, in order for your organization to be reimbursed for the Indirect Costs from the State of Illinois your organization must either:

- a. Negotiate an Indirect Cost Rate with the State of Illinois' Indirect Cost Unit with guidance from your State Cognizant Agency on an annual basis;
b. Elect to use the de minimis rate of 10% modified for total direct costs (MTDC) which may be used indefinitely on State of Illinois awards; or
c. Use a Restricted Rate designated by programmatic or statutory policy (see Notice of Funding Opportunity for Restricted Rate Programs).

- ☐ 2a. Our Organizations currently has a Negotiated Indirect Cost Rate Agreement (NICRA) with the State of Illinois that will be accepted by all State of Illinois agencies up to any statutory, rule-based or programmatic restrictions or limitations. Our Organization is required to submit a new Indirect Cost Rate Proposal to the Indirect Cost Unit within 6 months after the close of each fiscal year [2 CFR 200, Appendix IV(C)(2)(c)]. **NOTE: (If this option is selected, please provide basic Indirect Cost Rate information in area designated below.)**

- ☐ 2b. Our Organization currently does not have a Negotiated Indirect Cost Rate Agreement (NICRA) with the State of Illinois. Our organization will submit our initial Indirect Cost Rate Proposal (ICRP) immediately after our Organization is advised that the State award will be made no later than three (3) months after the effective date of the State award [2 CFR 200 Appendix (C)(2)(b)]. The initial ICRP will be sent to the State of Illinois Indirect Cost unit. **Note: (Check with you State of Illinois Agency for information regarding reimbursement of indirect costs while your proposal is being negotiated.)**

- ☐ 3. Our Organization has never received a Negotiated Indirect Cost Rate Agreement from either the Federal government or the State of Illinois and elects to charge the de minimis rate of 10% modified total direct cost (MTDC) which may be used indefinitely on State of Illinois awards [2 CFR 200.414 (C)(4)(f) and 200.68.] **[Note: Your Organization must be eligible, see 2 CFR 200.414 (f), and submit documentation on the calculation of MTDC within your Budget Narrative under Indirect Costs.]**

- ☐ 4. For Restricted Rate Programs, our Organization is using a restricted indirect cost rate that:
- ☐ is included as a "Special Indirect Cost Rate" in the NICRA, pursuant to 2 CFR 200 Appendix IV(5); or
- ☐ complies with other statutory policies.
- The Restricted Indirect Cost Rate is: _____ %

- ☒ 5. No reimbursement of Indirect Cost is being requested. (Please consult your program office regarding possible match requirements.)

Basic Negotiated Indirect Cost Rate Information (Use only if option 1 or 2(a), above is selected.)

Period Covered by NICRA: From: _____ To: _____ Approving Federal or State Agency: _____

Indirect Cost Rate: _____ % The Distribution Base Is: _____



State of Illinois
UNIFORM GRANT BUDGET TEMPLATE

Organization Name: City of Decatur

NOFO Number: 19-1141-01

Section B: Non-State of Illinois Funds

Fiscal Year: 06/30/2019

REVENUES			Total Revenue
Grant Match Requirement %:	35	(Agency to Populate)	
b) Cash		\$	3,637,695.00
c) Non-Cash		\$	
d) other Funding and Contributions		\$	2,316,074.00
Total Non-State Funds (lined b through d)		\$	5,953,769.00

Budget Expenditure Categories	OMB Uniform Guidance Federal Awards Reference 2 CFR 200		Total Expenditures
1. Personnel (Salaries and Wages)	200.430	\$	1,355,327.00
2. Fringe Benefits	200.431	\$	655,138.00
3. Travel	200.474	\$	3,472.00
4. Equipment	200.439	\$	
5. Supplies	200.94	\$	419,238.00
6. Contractual Services and Subawards	200.318 & 200.92	\$	180,092.00
7. Consultant (Professional Services)	200.459	\$	0.00
8. Construction		\$	
9. Occupancy (Rent and Utilities)	200.465	\$	19,478.00
10. Research and Development (R&D)	200.87	\$	
11. Telecommunications		\$	0.00
12. Training and Education	200.472	\$	
13. Direct Administrative Costs	200.413 (c)	\$	0.00
14. Miscellaneous Costs		\$	3,321,024.00
15. A. Grant Exclusive Line Item(s)		\$	
15. B. Grant Exclusive Line Item(s)		\$	
16. Total Direct Costs (add lines 1-15)	200.413	\$	5,953,769.00
17. Total indirect Costs	200.414	\$	
Rate %:			
Base:			
18. Total Costs State Grant Funds (Lines 16 and 17) MUST EQUAL REVENUE TOTALS ABOVE		\$	5,953,769.00



State of Illinois
UNIFORM GRANT BUDGET TEMPLATE

Organization Name: City of Decatur	NOFO Number: 19-1141-01
Data Universal Number System (DUNS) Number (enter numbers only): 075613000	Fiscal Year: 06/30/2019
Catalog of State Financial Assistance (CSFA) Number: 494-80-1141	CSFA Short Description: Transit Downstate Operating Assistance Program

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete and accurate and that any false, fictitious or fraudulent information or the omission of any material fact could result in the immediate termination of my grant award(s).

City of Decatur Institution/Organization Name:	City of Decatur Institution/Organization Name:
City Treasurer & Director of Finance Title (Chief Financial Officer or equivalent):	Interim City Manager Title (Executive Director or equivalent):
Gregg Zientara Printed Name (Chief Financial Officer or equivalent):	Billy Tyus Printed Name (Executive Director or equivalent):
 Signature (Chief Financial Officer or equivalent):	 Signature (Executive Director or equivalent):
April 23, 2018 Date of Execution (Chief Financial Officer):	April 23, 2018 Date of Execution (Executive Director):

Note: The State Awarding Agency may change required signers based on the grantee's organizational structure. The required signers must have the authority to enter onto contractual agreements on the behalf of the organization.



**State of Illinois
UNIFORM GRANT BUDGET TEMPLATE**

FFATA Data Collection Form (if needed by agency)

Under FFATA, all sub-recipients who receive \$30,000 or more must provide the following information for federal reporting. Please fill out the following form accurately and completely.

4-digit extension if applicable:			
Sub-recipient DUNS:		Sub-recipient Parent Company DUNS:	
Sub-recipient Name:			
Sub-recipient DBA Name:			
Sub-recipient Street Address:			
City:	State:	Zip-Code:	Congressional District:
Sub-recipient Principal Place of Performance:			
City:	State:	Zip-Code:	Congressional District:
Contract Number (if known):	Award Amount:	Project Period: From:	Project Period: To:
State of Illinois Awarding Agency and Project Detail Description:			
Under certain circumstances, sub-recipient must provide names and total compensation of its top 5 highly compensated officials. Please answer the following questions and follow the instructions.			
Q1. In your business or organization's previous fiscal year, did your business or organization (including parent organization, all branches and affiliates worldwide) receive (1) 80% or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants and/or cooperative agreements and (2) \$25,000,000 or more in annual gross revenue from U.S. federal contracts, subcontracts, loans, grants, subgrants and/or cooperative agreements? Yes ☐ If Yes, must answer Q2 below.No ☐ If No, you are not required to provide data.			
Q2. Does the public have access to information about the compensation of the senior executives in your business or organization (including parent organization, all branches and all affiliates worldwide) through periodic reports filed under section 13(a) or 15(d) of the Security Exchange Act of 1934 (5 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue code of 1986 (i.e., on IRS Form 990)? Yes ☐No ☐ If No, you must provide the data. Please fill out the rest of this form.			
Please provide names and total compensation of the top five officials:			
Name:			Amount:
Name:			Amount:
Name:			Amount:
Name:			Amount:
Name:			Amount:



State of Illinois
UNIFORM GRANT BUDGET TEMPLATE

1). Personnel (Salaries and Wages) (2 CFR 200.430)

List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project and length of time working on the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives in the narrative space provided below. Also, provide a justification and description of each position (including vacant positions). Relate each position specifically to program objectives. Personnel cannot exceed 100% of their time on all active projects.

Name	Position	Salary or Wage	Basis (Yr./Mo./Hr.)	% of Time	Length of Time	Personnel Cost	Add/Delete Row
John Williams	Mass Transit Administrator	\$65,345.00	Yearly	100 %	1	\$65,345.00	Add Delete
George Smith	Operation Manager	\$38,696.00	Yearly	100 %	1	\$38,696.00	Add Delete
Robert Bergschneider	Maintenance Manager	\$42,804.00	Yearly	100 %	1	\$42,804.00	Add Delete
Corrinne Jordan	Finance Officer	\$28,493.00	Yearly	100 %	1	\$28,493.00	Add Delete
Kathy Vighi	Safety Training Officer	\$35,476.00	Yearly	100 %	1	\$35,476.00	Add Delete
Letrisa Jones	Paratransit Coordinator	\$26,017.00	Yearly	100 %	1	\$26,017.00	Add Delete
	Supervisors	\$130,506.00	Yearly	100 %	1	\$130,506.00	Add Delete
	Dispatchers	\$62,720.00	Yearly	100 %	1	\$62,720.00	Add Delete
	ADA Representatives	\$45,946.00	Yearly	100 %	1	\$45,946.00	Add Delete
Alisha Thomas	Receptionist	\$23,890.00	Yearly	100 %	1	\$23,890.00	Add Delete
	Mechanics	\$211,907.00	Yearly	100 %	1	\$211,907.00	Add Delete
	Custodians	\$43,232.00	Yearly	100 %	1	\$43,232.00	Add Delete
Tara Jaukkuri	Maintenance Clerk	\$29,863.00	Yearly	100 %	1	\$29,863.00	Add Delete
	Bus Operators	\$1,481,577.00	Yearly	100 %	1	\$1,481,577.00	Add Delete



State of Illinois
UNIFORM GRANT BUDGET TEMPLATE

Name	Position	Salary or Wage	Basis (Yr./Mo./Hr.)	% of Time	Length of Time	Personnel Cost	Add/Delete Row
	ADA Van Operators	\$152,839.00	Yearly	100 %	1	\$152,839.00	Add Delete
Michelle Alexander	Grants and Procurement Manager	\$43,587.00	Yearly	100 %	1	\$43,587.00	Add Delete
	Utility Workers	\$42,418.00	Yearly	100 %	1	\$42,418.00	Add Delete
	PT Finance Assistant	\$12,168.00	Yearly	100 %	1	\$12,168.00	Add Delete
State Total						\$2,517,484.00	
John Williams	Mass Transit Administrator	\$35,186.00	Yearly	100 %	1	\$35,186.00	Add Delete
George Smith	Operations Manager	\$20,836.00	Yearly	100 %	1	\$20,836.00	Add Delete
Robert Bergschneider	Maintenance Manager	\$23,049.00	Yearly	100 %	1	\$23,049.00	Add Delete
Corrinne Jordan	Finance Officer	\$15,343.00	Yearly	100 %	1	\$15,343.00	Add Delete
Kathy Vighi	Safety Training Officer	\$19,103.00	Yearly	100 %	1	\$19,103.00	Add Delete
Letrisa Jones	Para-Transit Coordinator	\$14,009.00	Yearly	100 %	1	\$14,009.00	Add Delete
	Supervisors	\$70,272.00	Yearly	100 %	1	\$70,272.00	Add Delete
	Dispatchers	\$33,530.00	Yearly	100 %	1	\$33,530.00	Add Delete
	ADA Representatives	\$24,740.00	Yearly	100 %	1	\$24,740.00	Add Delete
Alisha Thomas	Receptionist	\$12,864.00	Yearly	100 %	1	\$12,864.00	Add Delete
	Mechanics	\$114,104.00	Yearly	100 %	1	\$114,104.00	Add Delete
	Custodians	\$23,279.00	Yearly	100 %	1	\$23,279.00	Add Delete



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Name	Position	Salary or Wage	Basis (Yr./Mo./Hr.)	% of Time	Length of Time	Personnel Cost	Add/Delete Row
Tara Jaukkuri	Maintenance Clerk	\$16,080.00	Yearly	100 %	1	\$16,080.00	Add Delete
	Bus Drivers	\$797,772.00	Yearly	100 %	1	\$797,772.00	Add Delete
	ADA Van Drivers	\$82,298.00	Yearly	100 %	1	\$82,298.00	Add Delete
Michelle Alexander	Grants Manager	\$23,470.00	Yearly	100 %	1	\$23,470.00	Add Delete
	Utility Workers	\$22,840.00	Yearly	100 %	1	\$22,840.00	Add Delete
	PT Finance Assistant	\$6,552.00	Yearly	100 %	1	\$6,552.00	Add Delete
NON-State Total						\$1,355,327.00	
Total Personnel						\$3,872,811.00	
Personnel Narrative (State): FY2017 Actual numbers were increased by six percent to calculate the FY2019 estimations. Salary and Wage positions related to the operations of Transit. The Part-time Finance Assistant is a new position that is to be added during the fiscal year.							
Personnel Narrative (Non-State): (i.e. "Match" or "Other Funding") FY2017 Actual numbers were increased by six percent to calculate the FY2019 estimations. Salary and Wage positions related to the operations of Transit. The Part-time Finance Assistant is a new position that is to be added during the fiscal year.							



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2). Fringe Benefits (2 CFR 200.431)

Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in category (1) direct salaries and wages, and only for the percentage of time devoted to the project. Provide the fringe benefit rate used and a clear description of how the computation of fringe benefits was done. Provide both the annual (for multiyear awards) and total. If a fringe benefit rate is not used, show how the fringe benefits were computed for each position. The budget justification should be reflected in the budget description. Elements that comprise fringe benefits should be indicated.

Name	Position(s)	Base	Rate (%)	Fringe Benefit Cost	Add/Delete Rows
	FICA/Railrd Retirement	\$166,898.00	100 %	\$166,898.00	Add Delete
	Pension Plans	\$87,857.00	100 %	\$87,857.00	Add Delete
	Hospital, Med & Surgical Plans	\$704,749.00	100 %	\$704,749.00	Add Delete
	Life Insurance Plans	\$6,243.00	100 %	\$6,243.00	Add Delete
	Short-Term Disability Insurance	\$6,139.00	100 %	\$6,139.00	Add Delete
	Unemployment Insurance	\$25,371.00	100 %	\$25,371.00	Add Delete
	Workmen's Comp Insurance	\$203,800.00	100 %	\$203,800.00	Add Delete
	Uniform & Work Clothing	\$12,201.00	100 %	\$12,201.00	Add Delete
	Other Fringe Benefits	\$3,430.00	100 %	\$3,430.00	Add Delete
State Total				\$1,216,688.00	
	FICA/Railroad Retirement	\$89,868.00	100 %	\$89,868.00	Add Delete
	Pension Plans	\$47,307.00	100 %	\$47,307.00	Add Delete
	Hospital, Med & Surgical Plans	\$379,480.00	100 %	\$379,480.00	Add Delete
	Life Insurance Plans	\$3,361.00	100 %	\$3,361.00	Add Delete



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Name	Position(s)	Base	Rate (%)	Fringe Benefit Cost	Add/Delete Rows
	Short-Term Disability Insurance	\$3,305.00	100 %	\$3,305.00	Add Delete
	Unemployment Insurance	\$13,661.00	100 %	\$13,661.00	Add Delete
	Workmen's Comp Insurance	\$109,739.00	100 %	\$109,739.00	Add Delete
	Uniform and Work Clothing	\$6,570.00	100 %	\$6,570.00	Add Delete
	Other Fringe Benefits	\$1,847.00	100 %	\$1,847.00	Add Delete
Non-State Total				\$655,138.00	
Total Fringe Benefits				\$1,871,826.00	

Fringe Benefits Narrative (State):

FY2017 Actual numbers were increased by six percent to calculate the FY2019 estimations. Fringe benefits related to employees required to operate Transit.

Fringe Benefits Narrative (Non-State): (i.e. "Match" or "Other Funding")

FY2017 Actual numbers were increased by six percent to calculate the FY2019 estimations. Fringe benefits related to employees required to operate Transit.



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3). Travel (2 CFR 200.474)

Travel should include: origin and destination, estimated costs and type of transportation, number of travelers, related lodging and per diem costs, brief description of the travel involved, its purpose, and explanation of how the proposed travel is necessary for successful completion of the project. In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit cost involved. Identify the location of travel, if known; or if unknown, indicate "location to be determined." Indicate source of Travel Policies applied, Applicant or State of Illinois Travel Regulations. NOTE: Dollars requested in the travel category should be for staff travel only. Travel for consultants should be shown in the consultant category along with the consultant's fee. Travel for training participants, advisory committees, review panels and etc., should be itemized the same way as indicated above and placed in the "Miscellaneous" category.

Purpose of Travel/Items	Location	Cost Rate	Basis	Quantity	Number of Trips	Travel Cost	Add/Delete Row
NTI Training	TBD	\$520.00	1	2	4	\$4,160.00	Add Delete
Bus and Paratransit Conf	Louisville, KY	\$572.00	1	4	1	\$2,288.00	Add Delete
State Total						\$6,448.00	
NTI Training	TBD	\$280.00	1	2	4	\$2,240.00	Add Delete
Bus and Paratransit Conf	Louisville, KY	\$308.00	1	4	1	\$1,232.00	Add Delete
NON-State Total						\$3,472.00	
Total Travel						\$9,920.00	

Travel Narrative (State):
FY2017 Actual numbers were increased by six percent to calculate the FY2019 estimations. Several NTD Training courses are anticipated for the year ahead, as well as one conference focusing on paratransit services.

Travel Narrative (Non-State): (i.e..e "Match" of "Other Funding")
FY2017 Actual numbers were increased by six percent to calculate the FY2019 estimations. Several NTD Training courses are anticipated for the year ahead, as well as one conference focusing on paratransit services.



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4). Equipment (2 CFR 200.439)

Provide justification for the use of each item and relate them to specific program objectives. Provide both the annual (for multiyear awards) and total for equipment. Equipment is defined as an article of tangible personal property that has a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or \$5,000. An applicant organization may classify equipment at a lower dollar value but cannot classify it higher than \$5,000. (Note: Organization's own capitalization policy for classification of equipment can be used). Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

Item	Quantity	Cost Per Item	Equipment Cost	Add/Delete Rows
				Add
				Delete
State Total				
				Add
				Delete
Non-State Total				
Total Equipment				

Equipment Narrative (State):

Equipment Narrative (Non-State): (i.e. "Match" or "Other Funding")



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5). Supplies (2 CFR 200.94)

List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

Item	Quantity/Duration	Cost Per Item	Supplies Cost	Add/Delete Rows
Fuels & Lubricants	1	\$512,892.00	\$512,892.00	Add Delete
Tires & Tubes	1	\$30,124.00	\$30,124.00	Add Delete
Related to Transit & Maintenance Vehicles	1	\$212,201.00	\$212,201.00	Add Delete
General Office	1	\$14,693.00	\$14,693.00	Add Delete
Miscellaneous	1	\$8,676.00	\$8,676.00	Add Delete
State Total			\$778,586.00	
Fuels & Lubricants	1	\$276,173.00	\$276,173.00	Add Delete
Tires & Tubes	1	\$16,220.00	\$16,220.00	Add Delete
Related to Transit & Maintenance Vehicles	1	\$114,262.00	\$114,262.00	Add Delete
General Office	1	\$7,911.00	\$7,911.00	Add Delete
Miscellaneous	1	\$4,672.00	\$4,672.00	Add Delete
Non-State Total			\$419,238.00	
Total Supplies			\$1,197,824.00	

Supplies Narrative (State):

FY2017 Actual numbers were increased by six percent to calculate the FY2019 estimations. Materials and supplies needed for the operation of vehicles, such as fuel and tires, as well as supplies needed for the administration support of vehicle operations.

Supplies Narrative (Non-State): (i.e. "Match" or "Other Funding")

FY2017 Actual numbers were increased by six percent to calculate the FY2019 estimations. Materials and supplies needed for the operation of vehicles, such as fuel and



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5). **Supplies** (2 CFR 200.94)

tires, as well as supplies needed for the administration support of vehicle operations.



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6). Contractual Services (2 CFR 200.318) & Subawards (200.92)

Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole contracts in excess of \$150,000 (See 2 CFR 200.88). NOTE : this budget category may include **subawards**. Provide separate budgets for each subaward or contract, regardless of the dollar value and indicate the basis for the cost estimates in the narrative. Describe products or services to be obtained and indicate the applicability or necessity of each to the project.

Please also note the differences between subaward, contract, and contractor (vendor):

- 1) Subaward (200.92) means an award provided by a pass-through entity to a sub-recipient for the sub-recipient to carry out part of a Federal/State award, including a portion of the scope of work or objectives. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal/State program.
- 2) Contract (200.22) means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. The term as used in this part does not include a legal instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward.
- 3) "Vendor" or "Contractor" is generally a dealer, distributor or other seller that provides supplies, expendable materials, or data processing services in support of the project activities.

Item	Contractual Services Cost	Add/Delete Rows
Management	\$107,836.00	Add Delete
Advertisement Fees	\$1,950.00	Add Delete
Professional and Technical	\$59,043.00	Add Delete
Contract Maintenance	\$90,561.00	Add Delete
Custodial	\$1,259.00	Add Delete
Other	\$13,874.00	Add Delete
Purchase Transportation	\$59,934.00	Add Delete
State Total	\$334,457.00	
Management	\$58,066.00	Add Delete



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Item	Contractual Services Cost	Add/Delete Rows
Advertising Fees	\$1,050.00	Add
		Delete
Professional and Technical	\$31,792.00	Add
		Delete
Contract Maintenance	\$48,764.00	Add
		Delete
Custodial	\$678.00	Add
		Delete
Other	\$7,470.00	Add
		Delete
Purchase Transportation	\$32,272.00	Add
		Delete
Non-State Total	\$180,092.00	
Total Contractual Services	\$514,549.00	

Contractual Services Narrative (State):

FY2017 Actual numbers were increased by six percent to calculate the FY2019 estimations. Costs associated with contractual services, such as purchased transportation to supplement paratransit services and service contract with MV, and services provided to operation outside the realm of current staff, such as custodial services, auditing services, banking fees, maintenance to building, shop equipment, and revenue vehicles.

Contractual Services Narrative (Non-State): (i.e. "Match" or "Other Funding")

FY2017 Actual numbers were increased by six percent to calculate the FY2019 estimations. Costs associated with contractual services, such as purchased transportation to supplement paratransit services and service contract with MV, and services provided to operation outside the realm of current staff, such as custodial services, auditing services, banking fees, maintenance to building, shop equipment, and revenue vehicles.



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7). Consultant Services and Expenses (2 CFR 200.459)

Consultant Services (Fees): For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project.
Consultant Expenses: List all expenses to be paid from the grant to the individual consultant in addition to their fees (i.e., travel, meals, lodging, etc.) Consultant--
Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisitions Policy is used.

Consultant Services (Fees)	Services Provided	Fee	Basis	Quantity	Consultant Services (Fee) Cost	Add/Delete Row
						Add
						Delete
State Total						
						Add
						Delete
NON-State Total						
Total Consultant Services (Fees)						
Consultant Services Narrative (State):						
Consultant Services Narrative (Non-State):						

Consultant Expenses - Items	Location	Cost Rate	Basis	Quantity	Number of Trips	Consultant Expenses Cost	Add/Delete Row
							Add
							Delete
State Total							
							Add
							Delete
NON-State Total							
Total Consultant Expenses							
Consultant Expenses Narrative (State):							
Consultant Expenses Narrative (Non-State): (i.e. "Match" or "Other Funding")							



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8). Construction

Provide a description of the construction project and an estimate of the costs. As a rule, construction costs are not allowable unless with prior written approval. In some cases, minor repairs or renovations may be allowable. Consult with the program office before budgeting funds in this category. Estimated construction costs must be supported by documentation including drawings and estimates, formal bids, etc. As with all other costs, follow the specific requirements of the program, the terms and conditions of the award, and applicable regulations.

Purpose	Description of Work	Construction Cost	Add/Delete Rows
			Add
			Delete
State Total			
			Add
			Delete
Non-State Total			
Total Construction			

Construction Narrative (State):

Construction Narrative (Non-State): (i.e. "Match" or "Other Funding")



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9). Occupancy - Rent and Utilities (2 CFR 200.465)

List items and descriptions by major type and the basis of the computation. Explain how rental and utility expenses are allocated for distribution as an expense to the program/service. For example, provide the square footage and the cost per square foot rent and utility, and provide a monthly rental and utility cost and how many months to rent. **NOTE:** This budgetary line item is to be used for direct program rent and utilities, all other indirect or administrative occupancy costs should be listed in the indirect expense section of the Budget worksheet and narrative. Maintenance and repair costs may be included here if directly allocated to program.

Description	Quantity	Basis	Cost	Length of Time	Occupancy Cost	Add/Delete Row
Utilities	1	1	\$36,173.00	1	\$36,173.00	Add Delete
State Total					\$36,173.00	
Utilities	1	1	\$19,478.00	1	\$19,478.00	Add Delete
NON-State Total					\$19,478.00	
Total Occupancy - Rent and Utilities					\$55,651.00	

Occupancy - Rent and Utilities Narrative (State):

FY2017 Actual numbers were increased by six percent to calculate the FY2019 estimations. Utilities required to operate transit facilities.

Occupancy - Rent and Utilities Narrative (Non-State): (i.e. "Match" or "Other Funding")

FY2017 Actual numbers were increased by six percent to calculate the FY2019 estimations. Utilities required to operate transit facilities.



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10). Research & Development (R&D) (2 CFR 200.87)

Definition: All research activities, both basic and applied, and all development activities that are performed by non-Federal entities directed toward the production of useful materials, devices, systems, or methods, including design and development of prototypes and processes. Provide a description of the research and development project and an estimate of the costs. Consult with the program office before budgeting funds in this category.

Purpose	Description of Work	Research and Development Cost	Add/Delete Rows
			Add
			Delete
State Total			
			Add
			Delete
Non-State Total			
Total Research and Development			

Research and Development Narrative (State):

Research and Development Narrative (Non-State): (i.e. "Match" or "Other Funding")



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11). Telecommunications

List items and descriptions by major type and the basis of the computation. Explain how telecommunication expenses are allocated for distribution as an expense to the program/service. NOTE: This budgetary line item is to be used for direct program telecommunications, all other indirect or administrative telecommunication costs should be listed in the indirect expense section of the Budget worksheet and narrative.

Description	Quantity	Basis	Cost	Length of Time	Telecommunications Cost	Add/Delete Row
						Add
						Delete
State Total						
						Add
						Delete
NON-State Total						
Total Telecommunications						

Telecommunications Narrative (State):

Telecommunications Narrative (Non-State): (i.e. "Match" or "Other Funding")



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12). Training and Education (2 CFR 200.472)

Describe the training and education cost associated with employee development. Include rental space for training (if required), training materials, speaker fees, substitute teacher fees, and any other applicable expenses related to the training. When training materials (pamphlets, notebooks, videos, and other various handouts) are ordered for specific training activities, these items should be itemized below.

Description	Quantity	Basis	Cost	Length of Time	Training and Education Cost	Add/Delete Row
						Add
						Delete
State Total						
						Add
						Delete
NON-State Total						
Total Training and Education						

Training and Education Narrative (State):

Training and Education Narrative (Non-State): (i.e. "Match" or "Other Funding")



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13). Direct Administrative Costs (2 CFR 200.413 (c))

The salaries of administrative and clerical staff should normally be treated as indirect (F&A) costs. Direct charging of these costs may be appropriate only if all of the following conditions are met: (1) Administrative or clerical services are integral to a project or activity; (2) Individuals involved can be specifically identified with the project or activity; (3) Such costs are explicitly included in the budget or have the prior written approval of the State awarding agency; and (4) The costs are not also recovered as indirect costs.

Name	Position	Salary or Wage	Basis (Yr./Mo./Hr.)	% of Time	Length of Time	Direct Administrative Cost	Add/Delete Row
				%			Add
							Delete
State Total							
				%			Add
							Delete
NON-State Total							
Total Direct Administrative Costs							

Direct Administrative Costs Narrative (State):

Direct Administrative Costs Narrative (Non-State): (i.e. "Match" or "Other Funding")



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14). Other or Miscellaneous Costs

This category contains items not included in the previous categories. List items by type of material or nature of expense, break down costs by quantity and cost per unit if applicable, state the necessity of other costs for successful completion of the project and exclude unallowable costs (e.g., Printing, Memberships & subscriptions, recruiting costs, etc.)

Description	Quantity	Basis	Cost	Length of Time	Other or Miscellaneous Cost	Add/Delete Row
Vehicle License & Registration Fees	1	1	\$150.00	1	\$150.00	Add
						Delete
Dues & Subscription	1	1	\$12,023.00	1	\$12,023.00	Add
						Delete
Other Miscellaneous Expenses	1	1	\$157,693.00	1	\$157,693.00	Add
						Delete
Long Term Debt Obligation	1	1	\$5,813.00	1	\$5,813.00	Add
						Delete
Prem/Phys Damage Insurance	1	1	\$120,995.00	1	\$120,995.00	Add
						Delete
Payout/Uninsured PL & PD Settlements	1	1	\$71,200.00	1	\$71,200.00	Add
						Delete
Prem/Other Corp Insurance	1	1	\$8,665.00	1	\$8,665.00	Add
						Delete
Miscellaneous Expense DOAP Budget Adjustment	1	1	\$5,790,625.00	1	\$5,790,625.00	Add
						Delete
State Total					\$6,167,164.00	
Vehicle License & Registration Fees	1	1	\$81.00	1	\$81.00	Add
						Delete
Dues & Subscription	1	1	\$6,474.00	1	\$6,474.00	Add
						Delete
Other Miscellaneous Expenses	1	1	\$84,912.00	1	\$84,912.00	Add
						Delete
Long Term Debt Obligation	1	1	\$3,130.00	1	\$3,130.00	Add
						Delete
Prem/Phys Damage Insurance	1	1	\$65,151.00	1	\$65,151.00	Add
						Delete
Payout/Uninsured PL & PD Settlements	1	1	\$38,339.00	1	\$38,339.00	Add
						Delete



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Description	Quantity	Basis	Cost	Length of Time	Other or Miscellaneous Cost	Add/Delete Row
Prem/Other Corp Insurance	1	1	\$4,666.00	1	\$4,666.00	Add
						Delete
Miscellaneous Expense DOAP Budget Adjustment	1	1	\$3,118,271.00	1	\$3,118,271.00	Add
						Delete
NON-State Total					\$3,321,024.00	
Total Other or Miscellaneous Costs					\$9,488,188.00	

Other or Miscellaneous Costs Narrative (State):

FY2017 Actual numbers were increased by six percent to calculate the FY2019 estimations. Costs from vehicle registration, dues for IPTA and National Safety Council, various insurance coverages required for operations, administration fees for indirect costs, and employee recognition. Additionally, for the miscellaneous expense related to DOAP Budget Adjustment, the City of Decatur is contracting towards a state appropriate figure closer to actuals.

Other or Miscellaneous Costs Narrative (Non-State): (i.e. "Match" or "Other Funding")

FY2017 Actual numbers were increased by six percent to calculate the FY2019 estimations. Costs from vehicle registration, dues for IPTA and National Safety Council, various insurance coverages required for operations, administration fees for indirect costs, and employee recognition. Additionally, for the miscellaneous expense related to DOAP Budget Adjustment, the City of Decatur is contracting towards a state appropriate figure closer to actuals.



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15). GRANT EXCLUSIVE LINE ITEM

Grant Exclusive Line Item Description: _____

Costs directly related to the service or activity of the program that is an integral line item for budgetary purposes. To use this budgetary line item, an applicant must have Program approval. (Please cite reference per statute for unique costs directly related to the service or activity of the program). (Note: Use columns within table as needed for the item being reported. Leave blank those columns that are not applicable. This table does NOT auto-calculate each line. You must enter the line totals. The table will auto-calculate the State, Non-State, and Total Grant Exclusive Line Item amounts based on your line entries. The State, Non-State and Total Grant Exclusive Line Item amounts will NOT carry forward to the Budget Narrative Summary table. You will have to enter the State and Non-State Totals for ALL Grant Exclusive Line Items in the Budget Narrative Summary table. Use the "Add New Grant Exclusive Line Item" button below to add additional tables as needed.)

Description	Quantity	Basis	Cost	Length of Time	Grant Exclusive Line Item Cost	Add/Delete Row
						Add
						Delete
State Total						
						Add
						Delete
NON-State Total						
Total Grant Exclusive Line Item						

Grant Exclusive Line Item Narrative (State):

Grant Exclusive Line Item Narrative (Non-State): (i.e. "Match" or "Other Funding")

Add New Grant Exclusive Line Item

Delete Grant Exclusive Line Item



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16). Indirect Cost (2 CFR 200.414)

Provide the most recent indirect cost rate agreement information with the itemized budget. The applicable indirect cost rate(s) negotiated by the organization with the cognizant negotiating agency must be used in computing indirect costs (F&A) for a program budget. The amount for indirect costs should be calculated by applying the current negotiated indirect cost rate(s) to the approved base(s). After the amount of indirect costs is determined for the program, a breakdown of the indirect costs should be provided in the budget worksheet and narrative below.

Description	Base	Rate	Indirect Cost	Add/Delete Rows
				Add
				Delete
State Total				
				Add
				Delete
Non-State Total				
Total Indirect Costs				
Indirect Costs Narrative (State):				
Indirect Costs Narrative (Non-State):				



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Budget Narrative Summary--When you have completed the budget worksheet, transfer the totals for each category to the spaces below to the uniform template provided (SECTION A & B). Verify the total costs and the total project costs. Indicate the amount of State requested funds and the amount of non-State funds that will support the project.. (Note: The State, Non-State, and Total cost amounts for each line item below are auto-filled based upon the entries in the preceding budget tables 1-14 and 16. The State and Non-State Total amounts from Table 15 above, Grant Exclusive Line Item(s), must be entered into this table by hand due to the possibility of there being more than one Grant Exclusive Line Item table. Once the Grant Exclusive Line Item(s) amounts are entered into this table, the State Request amount, Non-State Amount and the Total Project Costs will be calculated automatically. It is imperative that the summary tables be completed accurately for the Budget Narrative Summary to be accurate.)

Budget Category	State	Non-State	Total
1. Personnel	\$2,517,484.00	\$1,355,327.00	\$3,872,811.00
2. Fringe Benefits	\$1,216,688.00	\$655,138.00	\$1,871,826.00
3. Travel	\$6,448.00	\$3,472.00	\$9,920.00
4. Equipment			
5. Supplies	\$778,586.00	\$419,238.00	\$1,197,824.00
6. Contractual Services	\$334,457.00	\$180,092.00	\$514,549.00
7. Consultant (Professional Services)			
8. Construction			
9. Occupancy (Rent and Utilities)	\$36,173.00	\$19,478.00	\$55,651.00
10. Research and Development (R & D)			
11. Telecommunications			
12. Training and Education			
13. Direct Administrative Costs			
14. Other or Miscellaneous Costs	\$6,167,164.00	\$3,321,024.00	\$9,488,188.00
15. GRANT EXCLUSIVE LINE ITEM(S)			
16. Indirect Costs			
State Request	\$11,057,000.00		
Non-State Amount		\$5,953,769.00	
TOTAL PROJECT COSTS			\$17,010,769.00



State of Illinois
UNIFORM GRANT BUDGET TEMPLATE

For State Use Only

Grantee: City of Decatur Notice of Funding Opportunity (NOFO) Number: 19-1141-01
Data Universal Number System (DUNS) Number (enter numbers only): 075613000
Catalog of State Financial Assistance (CSFA) Number: 494-80-1141 CSFA Short Description: Transit Downstate Operating Assistance Program
Fiscal Year(s): 2019

Initial Budget Request Amount: _____

Prior Written Approval for Expense Line Item: _____

Statutory Limits or Restrictions: _____

Checklist: _____

Final Budget Amount Approved: _____

Russell Flinchum		August 23, 2018
Program Approval Name	Program Approval Signature	Date

Fiscal & Administrative Approval Name	Fiscal & Administrative Approval Signature	Date
---------------------------------------	--	------

Budget Revision Approved: _____

Program Approval Name	Program Approval Signature	Date
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Fiscal & Administrative Approval Signature	Fiscal & Administrative Approval Signature	Date
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§200.308 Revision of budget and program plans

(e) The Federal/State awarding agency may, at its option, restrict the transfer of funds among direct cost categories or programs, functions and activities for Federal/State awards in which the Federal/State share of the project exceeds the Simplified Acquisition Threshold and the cumulative amount of such transfers exceeds or is expected to exceed 10 percent or \$1,000 per detail line item, whichever is greater of the total budget as last approved by the Federal/State awarding agency. The Federal/State awarding agency cannot permit a transfer that would cause any Federal/State appropriation to be used for purposes other than those consistent with the appropriation.

LEGAL DEPARTMENT

DATE: 10-09-2018

MEMO: 18-10

TO: Honorable Mayor Julie Moore Wolfe
City Council Members

FROM: Billy Tyus, (Interim) City Manager
Wendy L. Morthland, Corporation Counsel
John T. Robinson, Assistant Corporation Counsel

SUBJECT: Amendment to City Code of Decatur Chapter 16, Public Works Department.

SUMMARY RECOMMENDATION: Staff recommends approval of an amendment to City Code of Decatur Chapter 16 Public Works Department, attached.

BACKGROUND: When the City is sued for the alleged failure to repair and maintain public infrastructure such as sidewalks, streets, or parking lots, the Tort Immunity Act confers immunity upon certain government employees for their performance of discretionary functions. Immunity applies where an employee holds a position that requires that he/she employ personal judgment and the tort claim at issue implicates a discretionary policy determination made by him/her. Policy determinations are assessments that require the public employee to balance competing interests, and make a judgment call as to what course of action will best serve each of those interests. Discretionary acts are those unique to the public office that involve the exercise of personal judgment and deliberation in deciding whether to perform a certain act or how the act should be conducted.

Staff have programs in place for regular inspection and repair/maintenance of most City infrastructure. Additionally, staff routinely investigate complaints of alleged infrastructure defects, including obtaining from the complainant the precise mechanism of injury, whether the complainant was a permitted and intended user of the infrastructure, witnesses, weather conditions, whether the alleged defect was visible to the complainant, and the nature and objective features of the alleged defect. Where objective analysis indicates unreasonable danger to the public, the alleged defect is typically promptly repaired or mitigated.

However, in addition to the above, best practices include designating a high-ranking official who is authorized to formulate responses to alleged defects in his/her discretion, (including in the absence of a citizen complaint), as part of the City's regular inspection and repair/maintenance efforts. This discretion should include using his/her best judgment to determine which of competing maintenance needs (ranked by degree

of need) will best serve the competing interests of limited City resources, and the public health, safety and welfare.

POTENTIAL OBJECTIONS: None

INPUT FROM OTHER SOURCES: N/A

STAFF REFERENCE: Any additional questions may be forwarded to John T. Robinson at 424-2807 or jrobinson@decaturil.gov.

BUDGET/TIME IMPLICATIONS: None

ATTACHMENTS:

Description	Type
<u>Ordinance Amending City Code Chapter 16</u>	Ordinance

ORDINANCE NO. 2018-
ORDINANCE AMENDING CITY CODE
-CHAPTER 16-
PUBLIC WORKS DEPARTMENT

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

Section 1. That Chapter 16 of the City Code of the City of Decatur, Illinois, be, and the same is hereby modified and amended by adding Section 7, so that Section 7 as so added, shall provide as follows:

7. DISCRETIONARY REPAIRS. Within budget constraints determined by the City Council, the City Public Works Director, or his/her designee, shall have discretionary authority to select and adopt policies and plans for the care and maintenance of public infrastructure, including but not limited to streets, parking lots, sidewalks, boulevards, trees, and vegetation, public spaces, building, parks, sewers and water infrastructures. In considering policies and/or plans for City infrastructure maintenance, the Public Works Director is authorized to use discretion in deciding whether and when to perform certain maintenance activities, and the manner in which they shall be conducted, by balancing the competing needs of limited City resources with varying degrees of need for maintenance, and shall use his/her best judgment as to which of competing maintenance needs will best serve the competing interests, and the general health, safety and welfare of the public.

Section 2. That the City Clerk be, and she is hereby, authorized and directed to cause the provisions hereof to be appropriately set out in the City Code and to cause the same to be published in pamphlet form according to law.

PRESENTED, PASSED, APPROVED AND RECORDED this _____ day of _____, 2018.

JULIE MOORE WOLFE, MAYOR

ATTEST:

CITY CLERK

PUBLISHED this _____ day of _____, 2018.

CITY CLERK

ADDITIONS

CHAPTER 16

PUBLIC WORKS DEPARTMENT

Section 7. DISCRETIONARY REPAIRS. Within budget constraints determined by the City Council, the City Public Works Director, or his/her designee, shall have discretionary authority to select and adopt policies and plans for the care and maintenance of public infrastructure, including but not limited to streets, parking lots, sidewalks, boulevards, trees, and vegetation, public spaces, buildings, parks, sewers, and water infrastructure. In considering policies and/or plans for City infrastructure maintenance, the Public Works Director is authorized to use discretion in deciding whether and when to perform certain maintenance activities, and the manner in which they shall be conducted, by balancing the competing needs of limited City resources with varying degrees of need for maintenance, and shall use his/her best judgment as to which of competing maintenance needs will best serve the competing interests, and the general health, safety and welfare of the public.

ORDINANCE NO. 18-
ORDINANCE AMENDING CITY CODE
CHAPER 16
PUBLIC WORKS DEPARTMENT

ADOPTED:

**PUBLISHED IN PAMPHLET FORM BY AUTHORITY OF THE CITY COUNCIL
OF THE CITY OF DECATUR, ILLINOIS, ON THE _____ day of
_____, 2018.**

DATED this ____ day of _____, 2018.

Kim Althoff, City Clerk

City Manager

DATE: 10/15/2018

MEMO: 18-38

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

FROM: Billy Tyus, Interim City Manager
Raymond Lai, AICP, Economic and Community Development Director

SUBJECT: Amendment of PD Planned Development District – 1800 E. Lake Shore Drive – to allow for New Sign on the St. Mary’s Hospital Campus.

SUMMARY RECOMMENDATION: Staff recommends approval of the amendment to allow for one two-sided monument sign on the St. Mary’s Hospital campus.

BACKGROUND:

The approximately 33-acre subject campus currently houses St. Mary’s Hospital, medical offices and associated parking. The petitioner requests that the current PD Planned Development District be amended to allow for one (1) new two-sided monument style sign matching the existing monument style sign with a stone base to be located at the southwest part of the campus. No other changes to the previously approved development plan for the hospital campus are proposed. The proposed monument style sign will be ten (10) feet from the property line and nine feet and three inches (9’3”) in height, containing an Electronic Message Unit (EMU) that will be 45 square feet in area (5’ x 9’).

Given the office campus character of this hospital campus and to minimize procedures for future signage without compromising the integrity of the land use and zoning of the hospital campus, staff recommends any additional future signage be subject to sign regulations for the O-1 Office District. In doing so, no separate PD amendment petition would be necessary for considering new signage solely.

This PD District amendment is consistent with the intent of the original PD District and the Comprehensive Plan. Based on the analysis, staff recommends approval of the proposed Amended PD Planned Development District with the following conditions:

- 1 . The new permitted monument style sign shall not exceed nine feet and three inches (9’3”) in height and may contain an Electronic Message Unit (EMU) no greater than forty-five (45) square feet in area with a stone base.
- 2 . This permitted sign shall be setback no less than ten (10) feet from the

property line along East Lake Shore Drive.

3. Sign permits will be required before any new signage is installed.
4. Except for the new monument style sign noted herein, all future signage for the hospital campus in the Planned Development (PD) District shall be subject to the sign regulations applicable to the O-1 Office District.

The most recent amendment to the Planned Development District occurred in February of 2018 to allow for the construction of a two-story medical office building addition and additional parking spaces in the southwestern portion of the hospital campus. The medical office building addition is currently under construction.

PRIOR COUNCIL ACTION: The Decatur City Council rezoned the property to Planned Development District in 2003 when the hospital acquired more property and approved subsequent amendments in 2007, 2008, 2009, 2010, 2011, and 2018.

POTENTIAL OBJECTIONS: No objectors spoke at the Plan Commission meeting.

INPUT FROM OTHER SOURCES: N/A

STAFF REFERENCE: Any additional questions may be forwarded to Raymond Lai at 424-2727 or rlai@decaturil.gov

BUDGET/TIME IMPLICATIONS: None

ATTACHMENTS:

Description	Type
ordinance	Cover Memo
Supporting Documentation	Cover Memo

ORDINANCE NO. 2018-_____

**ORDINANCE AMENDING PD PLANNED DEVELOPMENT DISTRICT LOCATED
AT 1800 E. LAKE SHORE DRIVE
-ST. MARY'S HOSPITAL-**

WHEREAS, on the 4th day of October, 2018, upon due notice, the Decatur City Plan Commission held a public hearing upon the petition of St. Mary's Hospital to modify and amend the PD Planned Development District previously approved by Ordinance N. 2003-73, and subsequently amended several times, on premises situated in the City of Decatur, Illinois, and described as follows:

Sampson Addition as recorded in Plat Book 745 on Page 251 of the Records in the Recorder's Office of Macon County, Illinois.

AND

The resurvey of Lot One (1) of the St. Mary's Addition as recorded in Plat Book 1832, Page 330 in the Records of the Recorder's Office of Macon County, Illinois.

AND

Lot Two (2) of the St. Mary's Addition as recorded in Plat Book 1832, Page 269 in the Records of the Recorder's Office of Macon County, Illinois.

WHEREAS, the Decatur City Plan Commission did report its findings and did recommend that said Planned Development District amendment be authorized subject to certain conditions.

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

Section 1. That the report and recommendation of the Decatur City Plan Commission be, and the same is hereby, received, placed on file and approved.

Section 2. That upon the conditions set forth below, the aforesaid Planned Development District be, and the same is hereby, modified and amended, and the petitioner be, and is hereby, authorized and permitted to develop the premises described above in accordance with the site plan hereto attached, marked Exhibit A and made a part hereof.

1. The new permitted monument style sign shall not exceed nine feet and three inches (9'3") in height and may contain an Electronic Message Unit (EMU) no greater than forty-five (45) square feet in area with a stone base.

2. This permitted sign shall be setback no less than ten (10) feet from the property line along East Lake Shore Drive
3. Sign permits will be required before any new signage is installed.
4. Except for the new monument style sign noted herein, all future signage for the hospital campus in the Planned Development (PD) District shall be subject to the sign regulations applicable to the O-1 District.

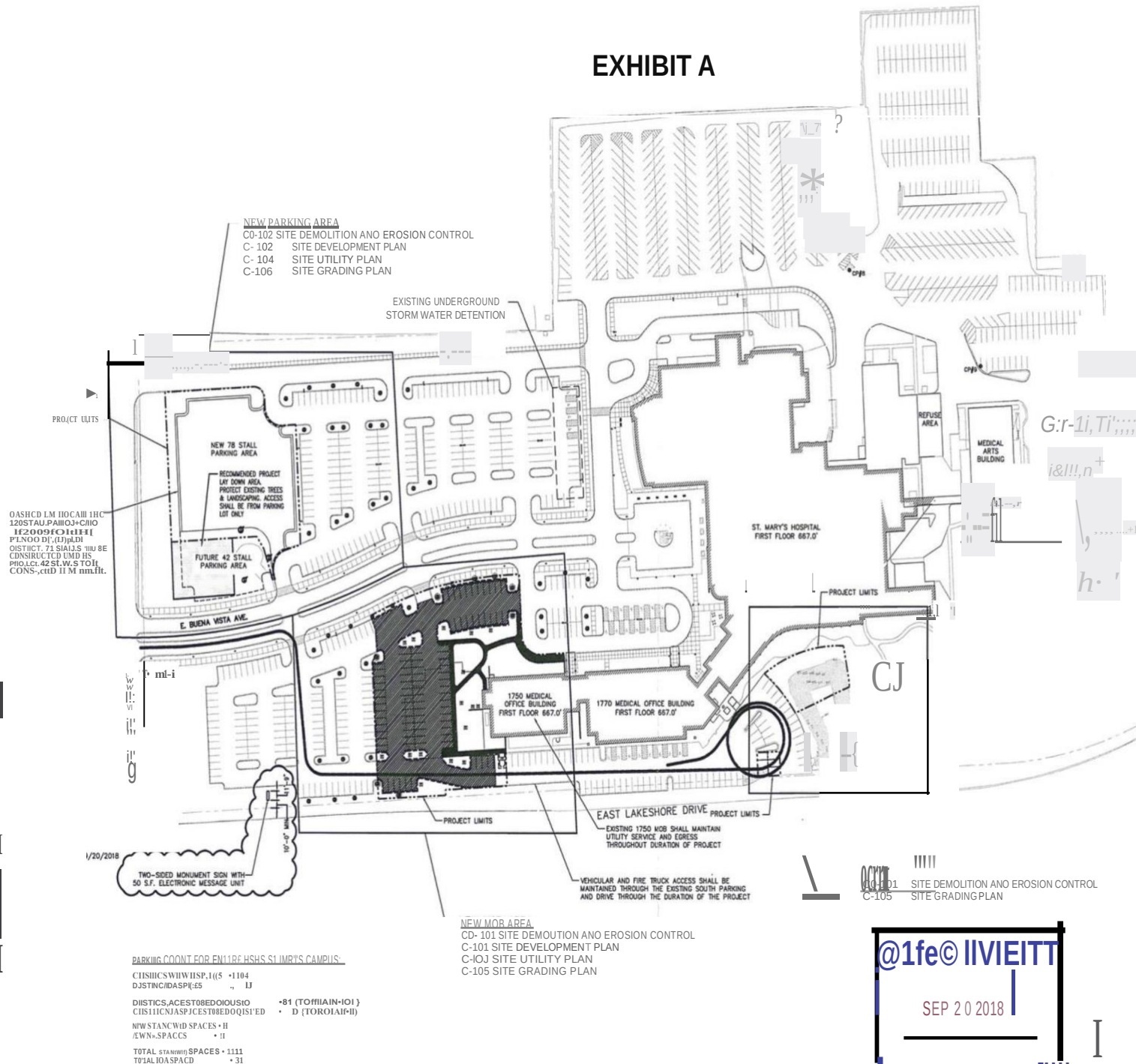
PRESENTED, PASSED, APPROVED AND RECORDED this 15th Day of October, 2018.

JULIE MOORE WOLFE, MAYOR

ATTEST:

CITY CLERK

EXHIBIT A



@HANSON

OC,,,,,----.....
i.- s.mc.,,inc.
1\$2\$1all5dllnll
----'210)2111

PLAN REVIEW SET-
RESUBMITTAL

CECATUR MOB

 **HSMS**
St. Mary's
Hospital

BERNERS
I!ISCOPER

EXISTING SITE CONDITIONS & KEY PLAN

C-100

$$\text{Z} \cdot \text{C} \cdot$$

	City of Decatur, Illinois	
	PETITION FOR REZONING	
	<i>Petition before the Mayor, City Council and Members of the Plan Commission of Decatur, Illinois</i>	
Economic and Urban Development Department One Gary K. Anderson Plaza Decatur, Illinois 62523-1196		424-2793 FAX 424-2728

Please Type

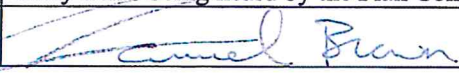
SECTION ONE: PETITIONER / OWNER / REPRESENTATIVE INFORMATION					
Petitioner	Samuel Brown				
Address	1800 E Lake Shore Drive				
City	Decatur	State	Illinois	Zip	62521
Telephone	217-464-5955	Fax	217-464-1616	E-mail	samuel.brown@hshs.or
Property Owner	HSHS St. Mary's Hospital				
Address	1800 E Lake Shore Drive				
City	Decatur	State	Illinois	Zip	62521
Telephone	2174642966	Fax	2174641616	E-mail	
Representative	Tim Degarmo				
Address	1800 E Lake Shore Drive				
City	Decatur	State	Illinois	Zip	62521
Telephone	217-464-5582	Fax		E-mail	tim.degarmo@hshs.org

SECTION TWO: SITE INFORMATION						
Street Address	1800 E Lake Shore Drive					
Legal Description	Sampson Additions recorded in Plat Book 745, page 251 in the records of the Recorders Office of Macon County, Illinois The resurvey of lot 1 of the St. Mary's addition in Plat Book 1832 page 269 in the records of the Recorder's Office of Macon, Illinois. Lot 2 of St. Mary's Addition as recorded in Plat Book 1832, Page 330 in the					
Present Zoning	☐ R-1	☐ R-2	☐ R-3	☐ R-5	☐ R-6	Is this property a Planned Unit Development? ☒ YES Approval Date: 3/16/09 ☐ NO
	☐ B-1	☐ B-2	☐ B-3	☐ B-4	☐ O-1	
	☐ M-1	☐ M-2	☐ M-3	☐ PMR-1		
Please list all improvements on the site:				Implementation of a campus monument sign with electronic display.		
Size of Tract	29.1	☐ SF	☒ AC			

SECTION THREE: REQUESTED ACTION						
Rezone Property To:	☐ R-1	☐ R-2	☐ R-3	☐ R-5	☐ R-6	Will this property be a Planned Unit Development? ☒ YES ☐ NO
	☐ B-1	☐ B-2	☐ B-3	☐ B-4	☐ O-1	
	☐ M-1	☐ M-2	☐ M-3	☐ PMR-1		
Other:	Ammendment to existing plan development					

<i>Section Three Continued</i>	
Purpose	<i>Please state the purpose of the proposed rezoning.</i>
Would like to add an additional campus monument sign for messaging and updating the community on events and services at St. Mary's Hospital.	

SECTION FOUR: JUSTIFICATION
<i>The petitioner submits to the City Plan Commission and City Council the following facts (additional pages may be attached):</i>
Would like to add a campus monument sign that has electronic messaging in order to make the community more aware of services that St. Mary's offers in order to improve the overall health and well-being of the Macon County population.

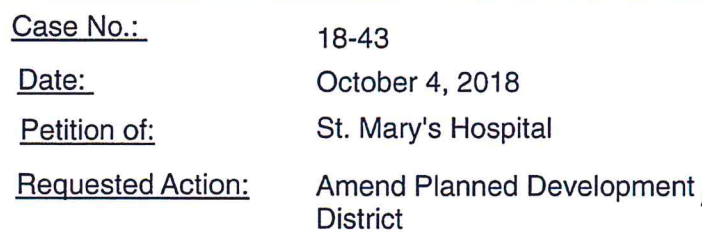
SECTION FIVE: CERTIFICATION			
		To be placed on the agenda of the regular meeting on the first Thursday of the month at 3:00 PM in the City Council Chambers, petition must be received on the first Thursday of the preceding month. Failure of the petitioner or the petitioner's representative to attend the Plan Commission hearing may result in items being tabled. Incomplete or erroneous petitions may delay items being heard by the Plan Commission.	
Petitioner's Signature			Date 9/25/2018

NOTES:	
1. Please forward this completed form and attachments to the Economic and Urban Development Department, Third Floor, Decatur Civic Center. Please make checks payable to the City of Decatur. See Schedule "A" for fees. 2. Signature of this petition grants permission to City staff to place a sign, indicating a request for zoning action, on the subject property at least 10 days prior to the Decatur City Plan Commission hearing. Said sign will be removed within 15 days of final action by City Council. 3. In the event a petition for rezoning is denied by the Council, another petition for a change to the same district shall not be filed within a period of one year from the date of denial, except upon the initiation of the City Council or the City Plan Commission after showing a change of circumstances which would warrant a renewal. 4. All petitions before the Decatur City Plan Commission are reviewed through the Development Technical Review (DTR) Process. Please consult the DTR Brochure for information related to this process.	

Rev. 2 - 4/01

OFFICE USE ONLY	
Date Filed	
By	

1800 East Lake Shore Drive



 Decatur Roads
 Decatur Zoning
 Subject Site

Decatur City Plan Commission

1800 East Lake Shore Drive



Case No.: 18-43
Date: October 4, 2018
Petition of: St. Mary's Hospital
Requested Action: Amend Planned Development District



0 335 670 1,340 Feet

Legend

- Decatur Roads
- Decatur Zoning
- ▨ Subject Site

STAFF REPORT
Decatur City Plan Commission

Hearing Date	October 4, 2018
Case No.	18-43
Property Location	1800 East Lake Shore Drive
Requested Action	Amendment of the PD Planned Development District
Petitioner	Samuel Brown (St. Mary's Hospital)
Representative	Tim Degarmo

BACKGROUND

The approximately 33-acre subject site currently contains St. Mary's Hospital, medical offices, and parking lots, essentially a hospital campus.

In 2002, the subject site was rezoned from R-3 Single Family Residence District and O-1 Office District to an O-1 PUD Planned Unit Development District for a new office building and additional parking. It was then rezoned to a Planned Development District (PD) in 2003 when the hospital acquired more property and requested to add more signage. The PD was then amended in 2007 to allow for emergency room directional signage on the property. An amendment occurred in September of 2008 to allow for additional acreage to be added to the west, a new sign and 245 new parking spaces. Another amendment was approved in March of 2009, allowing for the expansion of the emergency department, admitting and lobby areas as well as additional parking spaces. In February of 2010, an amendment was approved to allow for temporary signage to promote the emergency room expansion until the construction project was completed, or by June 30, 2012. The next amendment occurred in September of 2011 that allowed for four (4) new monument style freestanding signs on campus. The latest amendment occurred in February of 2018 to allow for the construction of a two-story medical office building addition and additional parking spaces in the southwestern portion of the hospital campus. The medical office building addition is currently under construction.

Surrounding Land Use and Zoning

<i>Direction</i>	<i>Existing Land Use</i>	<i>Zoning</i>	<i>Comprehensive Plan</i>
Subject Property	Hospital/Parking Lot	PD	Residential-Low Density/Institutional
North	School/Single Family Residences/Daycare	R-3/O-1	Schools/Residential-Low Density
South	Park	R-2	Parks, Open Space, Flood Plain
East	Single Family Residences/Day Care/Lake	R-3/O-1	Institutional/Lake
West	Single Family Residences	R-3	Residential-Low Density

PROJECT DESCRIPTION

The petitioner requests that the current PD Planned Development District be amended to allow for one (1) new two-sided monument style sign on the campus. No other changes to the previously approved

development plan for the hospital campus are proposed. The proposed monument style sign will be ten (10) feet from the property line and nine feet and three inches (9'3") in height, containing essentially an Electronic Message Unit (EMU) that will be 45 square feet in area (5' x 9').

The proposed sign will be placed in the southwest part of the site, within the East Lake Shore Drive frontage, and will match the existing monument style sign with a stone base throughout the campus.

STAFF ANALYSIS

The proposed sign for this amendment to the current PD District is consistent and compatible with the character of the other uses and signage on the hospital campus and the surrounding areas. Given the office campus character of this hospital campus, and to minimize procedures for future signages without compromising the integrity of the land use and zoning of the hospital campus, staff recommends any additional future signage be subject to sign regulations for the O-1 Office District. In doing so, no separate PD amendment petition would be necessary for considering new signage solely.

This PD District amendment is consistent with the intent of the original PD District and the Comprehensive Plan.

The PD site plan has been reviewed and approved by the City's Technical Review Committee, including Planning, Engineering and Fire.

STAFF RECOMMENDATION

Based on the analysis, staff recommends approval of the proposed Amended PD Planned Development District with the following conditions:

1. The new permitted monument style sign shall not exceed nine feet and three inches (9'3") in height and may contain an Electronic Message Unit (EMU) no greater than forty-five (45) square feet in area with a stone base.
2. This permitted sign shall be setback no less than ten (10) feet from the property line along East Lake Shore Drive.
3. Sign permits will be required before any new signage is installed.
4. Except for the new monument style sign noted herein, all future signage for the hospital campus in the Planned Development (PD) District shall be subject to the sign regulations applicable to the O-1 Office District.

PLAN COMMISSION ACTION

Section XIX.G.2. of the City of Decatur Zoning Ordinance requires the Plan Commission to hold a public hearing to review the Planned Development plan amendment and report its findings concerning the effect on the comprehensive plan and compliance with the standards of review to the City Council. A motion to forward Case Number 18-43 to the City Council with a recommendation is encouraged.

The above report constitutes the testimony and recommendation of the Planning and Sustainability Division, Economic and Community Development Department, City of Decatur.

Page 3 of 3
Case No. 18-43
October 4, 2018

Joselyn Stewart
Transportation Planner

ATTACHMENTS

1. Petition
2. Site Plan
3. Location Map

Excerpts from Plan Commission Meeting of October 4, 2018:

Case No. 18-43 Petition of ST. MARY'S HOSPITAL, to amend the PD Planned Development District located at 1800 EAST LAKE SHORE DRIVE for additional signage.

It was moved and seconded (Brinkoetter /Jeffery) to forward Case No. 18-43 to the City Council with a recommendation for approval as set forth in the staff report.

Mrs. Stewart discussed and presented slides of the site and surrounding properties (available for viewing upon request) along with the recommendation of staff:

The approximately 33-acre subject site currently contains St. Mary's Hospital, medical offices, and parking lots, essentially a hospital campus.

The latest amendment occurred in February of 2018 to allow for the construction of a two-story medical office building addition and additional parking spaces in the southwestern portion of the hospital campus. The medical office building addition is currently under construction.

The petitioner requests that the current PD Planned Development District be amended to allow for one (1) new two-sided monument style sign on the campus. No other changes to the previously approved development plan for the hospital campus are proposed. The proposed monument style sign will be ten (10) feet from the property line and nine feet and three inches (9'3") in height, containing essentially an Electronic Message Unit (EMU) that will be 45 square feet in area (5' x 9').

The proposed sign will be placed in the southwest part of the site, within the East Lake Shore Drive frontage, and will match the existing monument style sign with a stone base throughout the campus.

Given the office campus character of this hospital campus, and to minimize procedures for future signage without compromising the integrity of the land use and zoning of the hospital campus, staff recommends any additional future signage be subject to sign regulations for the O-1 Office District. In doing so, no separate PD amendment petition would be necessary for considering new signage solely.

This PD District amendment is consistent with the intent of the original PD District and the Comprehensive Plan.

Based on the analysis, staff recommends approval of the proposed Amended PD Planned Development District with the following conditions:

1. The new permitted monument style sign shall not exceed nine feet and three inches (9'3") in height and may contain an Electronic Message Unit (EMU) no greater than forty-five (45) square feet in area with a stone base.
2. This permitted sign shall be setback no less than ten (10) feet from the property line along East Lake Shore Drive.
3. Sign permits will be required before any new signage is installed.
4. Except for the new monument style sign noted herein, all future signage for the hospital campus in the Planned Development (PD) District shall be subject to the sign regulations applicable to the O-1 Office District.

Mr. Sam Brown, representative for the petitioner, was sworn in by Mrs. Poland.

Mr. Brown stated the proposed sign is one that will be used to make the community aware of the different physician groups and services the hospital has to offer.

Mr. Tom Brinkoetter said the staff report states a document in the packet states the sign is 50 square feet and the motion is for a sign no larger than 45 square feet.

Mr. Ray Lai stated the electronic message area is only 45 square feet maximum and the 50 square feet is the overall size of the sign. Mr. Brown stated that is correct.

There were no objectors present.

Upon call of the roll, Commission members Bruce Jeffery, Kent Newton, Mike Peoples, Tom Brinkoetter, Bill Clevenger, Bruce Frantz, and Acting Chairman Susie Peck voted aye. Acting Chairman Peck declared the motion carried.

PROPOSED



Quantity: Two (2) single sided Electronic Message Center
Viewing square footage is 50 sq. ft.

Bendson
Signs & Graphics, Inc.
1506 E. McBride
Decatur, Illinois
62526
Phone: 217.877.2345
Fax: 217.877.2347
www.bsg1946.com

Project:
HSHS St. Mary's Hospital
Address:
1800 E Lake Shore Dr
Decatur, IL
Account Manager:
Tom Pistorius
Designer:
Jenny Krumttinger
Scale: N.T.S.
Design No. HSHS_1071
Date: 08-27-18
Revisions:
N/A

-APPROVALS-	
ACCT. MANAGER	DATE
DESIGNER	DATE
CUSTOMER	DATE

This is an original unpublished drawing confidentially submitted for your personal use in connection with a project being planned for you by Bendson Signs & Graphics, Inc. It is not to be shown or described to other nor is it to be used, reproduced, copied or exhibited in any fashion.

Note: The colors depicted here are a graphics representation. Actual color may vary. See color specifications.

City Manager

DATE: 10/15/2018

MEMO: 18-39

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

FROM: Billy Tyus, Interim City Manager
Raymond Lai, AICP, Economic and Community Development Director

SUBJECT: Expansion of I-OL Institutional Overlay District over the underlying O-1 Office District (Decatur Memorial Health Foundation)

SUMMARY RECOMMENDATION: Staff recommends approval of the expansion of the I-OL Institutional Overlay District that currently encompasses the Decatur Memorial Hospital Campus. The City Plan Commission voted 7-0 to recommend approval of this petition at the October 4, 2018 meeting; the draft minutes of the meeting are attached.

BACKGROUND:

The 0.56 acre subject site is located at 301 West Hay Street and is zoned O-1 Office District. The property is owned by the Decatur Memorial Health Foundation and the building is owned by Ventas Incorporated. Currently, the building on the property is vacant and was formerly a medical office building. The expansion, if approved, would extend the current I-OL Institutional Overlay District that includes Decatur Memorial Hospital, also an institutional use, to include this site. Expansion of the I-OL Institutional Overlay District to include the subject site should have no adverse effect on the general area or the City as a whole.

The surrounding zoning includes: O-1 Office District to the north; O-1 Office District and R-3 Single Family Residence District to the south; R-3 Single Family Residence District to the west; and R-3 Single Family Residence District to the east.

PRIOR COUNCIL ACTION: The Decatur City Council approved the original I-OL Institutional Overlay in December 2004 and a subsequent amendment in January 2009.

POTENTIAL OBJECTIONS: No objectors spoke at the Plan Commission meeting.

INPUT FROM OTHER SOURCES: N/A

STAFF REFERENCE: Any additional questions may be forwarded to Raymond Lai at 424-2727 or rlai@decaturil.gov

BUDGET/TIME IMPLICATIONS: None

ATTACHMENTS:

Description	Type
Ordinance	Cover Memo
supporting documentation	Cover Memo

ORDINANCE NO. 2018-_____

**ORDINANCE AMENDING I-OL INSTITUTIONAL OVERLAY DISTRICT OVER THE
UNDERLYING O-1 OFFICE DISTRICT BY INCORPORATING THE PROPERTY AT
301 WEST HAY STREET**

WHEREAS, on the 4th day of October, 2018, upon due notice, the Decatur City Plan Commission held a public hearing upon the petition of Decatur Memorial Health Foundation to modify and amend the I-OL Institutional Overlay District over the underlying O-1 Office District by incorporating the property at 301 West Hay Street. Said proposed overall I-OL District (zoned O-1 Office District) is legally described as follows:

A part of the east half of the Northeast Quarter of Section 3, Township 16 North, Range 2 East of the Third Principal Meridian, Macon County, Illinois said part more particularly described as follows:

Beginning at a point, on the East right-of-way line of Monroe Street, said point being the Southwest corner of Lot 1 of Doctor's Subdivision (Book 1832, Page 229), said point also being the Northwest corner of Monroe Park; thence north along the said east right-of-way line of Monroe Street to the north right-of-way line of McKinley Avenue; thence east along the said north right-of-way line of McKinley Avenue to the southwest corner of DMH Community Services Addition (Book 1832/Page 599); thence north along the west line of said DMH Community Services Addition to the northwest corner of said Addition; thence east along the north line of said Addition to the west right-of-way line of Union Boulevard; thence north along said west right-of-way of Union Boulevard to the north right-of-way line of Damon Avenue extended west to intersect the west right-of-way line of Union Boulevard; thence east along the north right-of-way line of Damon Avenue to the southwest corner of Lot Eleven (11) in Block Two (2) of Pythian Home Addition; thence south along the east right-of-way line of the 20 foot wide alley in Block Two (2), Block Five (5) and Block Eight (8) of Pythian Home Addition to the north right-of-way line of McKinley Avenue; thence east along the said north right-of-way line to the west right-of-way line of Main Street; thence south along the said west right-of-way of Main Street to the south right-of-way of Kellar Lane; thence west along the said south right-of-way line of Kellar Lane to the west right-of-way line of Church Street; thence north along the said west right-of-way line of Church Street to the southeast

corner of Lot One (1) of Starbucks and Thains Addition; thence west along the south line of said Lot One (1) and Lot Two (2) of Starbucks and Thains Addition to a point on the east right-of-way line of Union Street; said point also being the intersection of the south right-of-way line of vacated Hay Street extended east to the intersection with the said east right-of-way line of Union Street; thence west along the said extended south right-of-way line of vacated Hay Street to the Northeast corner of Lot 4 in Block 4 of May Bros. & Traver's Subdivision (Book 22 Page 588), said point also being on the west right-of-way line of Union Street; thence south along the west right-of-way line of Union Street a distance of 129 9/10 feet; thence west a distance of 188 ¼ feet; thence north a distance of 129 9/10 feet to a point on the south right-of-way line of vacated Hay Street; thence west along the said extended south right-of-way line of vacated Hay Street to the intersection with the west right-of-way line of Edward Street; thence south along the said west right-of-way of Edward Street to the north right-of-way line of Harrison Avenue; thence west along the said north right-of-way of Harrison Street to the east right-of-way line of Monroe Street, said point being the point of beginning.

WHEREAS, the Decatur City Plan Commission did report its findings and did recommend that said I-OL Institutional Overlay District amendment be authorized.

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

Section 1. That the report and recommendation of the Decatur City Plan Commission be, and the same is hereby, received, placed on file and approved.

Section 2. That the aforesaid I-OL Institutional Overlay District over the underlying O-1 Office District be, and the same is hereby, modified and amended by incorporating the property at 301 West Hay Street, as described above.

PRESENTED, PASSED, APPROVED AND RECORDED this 15th Day of October, 2018.

JULIE MOORE WOLFE, MAYOR

ATTEST:

CITY CLERK

	City of Decatur, Illinois				
	PETITION FOR REZONING				
	<i>Petition before the Mayor, City Council and Members of the Plan Commission of Decatur, Illinois</i>				
	Economic and Urban Development Department One Gary K. Anderson Plaza Decatur, Illinois 62523-1196				424-2793 FAX 424-2728

Please Type

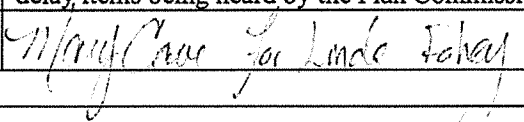
SECTION ONE: PETITIONER / OWNER / REPRESENTATIVE INFORMATION					
Petitioner	Decatur Memorial Health Foundation				
Address	2300 N. Edward				
City	Decatur	State	IL	Zip	62526
Telephone	217-876-8121	Fax		E-mail	
Property Owner	Decatur Memorial Health Foundation				
Address	2300 N. Edward				
City	Decatur	State	IL	Zip	62526
Telephone	217-876-8121	Fax		E-mail	
Representative	Ms. Linda Fahey, Executive VP & COO / Chastain & Associates				
Address	2300 N. Edward				
City	Decatur	State	IL	Zip	62526
Telephone	217-876-8121	Fax		E-mail	

SECTION TWO: SITE INFORMATION						
Street Address	301 W. Hay St. Decatur, IL 62526					
Legal Description	See Attached					
Present Zoning	☐ R-1	☐ R-2	☐ R-3	☐ R-5	☐ R-6	Is this property a Planned Unit Development? ☐ YES Approval Date: _____ ☒ NO
	☐ B-1	☐ B-2	☐ B-3	☐ B-4	☒ O-1	
	☐ M-1	☐ M-2	☐ M-3	☐ PMR-1		
Please list all improvements on the site:						
Size of Tract	0.56	☐ SF	☒ AC			

SECTION THREE: REQUESTED ACTION						
Rezoned Property To:	☐ R-1	☐ R-2	☐ R-3	☐ R-5	☐ R-6	Will this property be a Planned Unit Development? ☒ YES ☐ NO
	☐ B-1	☐ B-2	☐ B-3	☐ B-4	☐ O-1	
	☐ M-1	☐ M-2	☐ M-3	☐ PMR-1		
Other:	I-OL Institutional Overlay District					

Section Three Continued	
Purpose	<i>Please state the purpose of the proposed rezoning.</i>
To bring the property into the same zoning district, I-OL as the adjacent property owned by DMH.	

SECTION FOUR: JUSTIFICATION
<i>The petitioner submits to the City Plan Commission and City Council the following facts (additional pages may be attached):</i>
1. This property lies adjacent to the Institutional Overlay district previously approved for DMH. 2. The rezoning to I-OL is consistent with other properties owned by DMH. This will create a consistency in regulations for this property that will follow in accordance with all other properties of the adjacent DMH Campus

SECTION FIVE: CERTIFICATION	
	To be placed on the agenda of the regular meeting on the first Thursday of the month at 3:00 PM in the City Council Chambers, petition must be received on the first Thursday of the preceding month. Failure of the petitioner or the petitioner's representative to attend the Plan Commission hearing may result in items being tabled. Incomplete or erroneous petitions may delay items being heard by the Plan Commission.
Petitioner's Signature	 Date 8/30/18

NOTES:	
1. Please forward this completed form and attachments to the Economic and Urban Development Department, Third Floor, Decatur Civic Center. Please make checks payable to the City of Decatur. See Schedule "A" for fees. 2. Signature of this petition grants permission to City staff to place a sign, indicating a request for zoning action, on the subject property at least 10 days prior to the Decatur City Plan Commission hearing. Said sign will be removed within 15 days of final action by City Council. 3. In the event a petition for rezoning is denied by the Council, another petition for a change to the same district shall not be filed within a period of one year from the date of denial, except upon the initiation of the City Council or the City Plan Commission after showing a change of circumstances which would warrant a renewal. 4. All petitions before the Decatur City Plan Commission are reviewed through the Development Technical Review (DTR) Process. Please consult the DTR Brochure for information related to this process.	

OFFICE USE ONLY	
Date Filed	
By	

SECTION TWO
LEGAL DESCRIPTION

Tract 3:

Parts of Lot 4 in Block 4 of May Bros. & Travers Subdivision in the Southeast $\frac{1}{4}$ of Section 3, Township 16 North, Range 2 East of the 3rd Principal Meridian, as per Plat recorded in Book 22, Page 588 of the records in the Recorder's Office, Macon County, Illinois, said parts described as follows:

Part 1: Commencing 80 feet south of the Northeast corner of said Lot Four (4) in Block Four (4) of May Bros. and Traver's Subdivision in the Southeast $\frac{1}{4}$ of Section Three (3), Township Sixteen (16) North, Range Two (2) East of the 3rd P.M., thence West $188\frac{1}{4}$ feet, thence South $49\frac{9}{10}$ feet, thence East $188\frac{1}{4}$ feet, thence North $49\frac{9}{10}$ feet to the point of beginning.

Part 2: Commencing at the Northeast corner of said Lot Four (4) in Block Four (4) of May Bros. and Traver's Subdivision in the Southeast $\frac{1}{4}$ of Section Three (3), Township Sixteen (16) North, Range Two (2) East of the 3rd P.M., thence West $188\frac{1}{4}$ feet, thence South 80 feet, thence East $188\frac{1}{4}$ feet, thence North 80 feet to the point of beginning.

EXISTING I-OL ZONING AREA

CHASTAIN & ASSOCIATES LLC
CONSULTING ENGINEERS

DECATUR (217) 422-8500



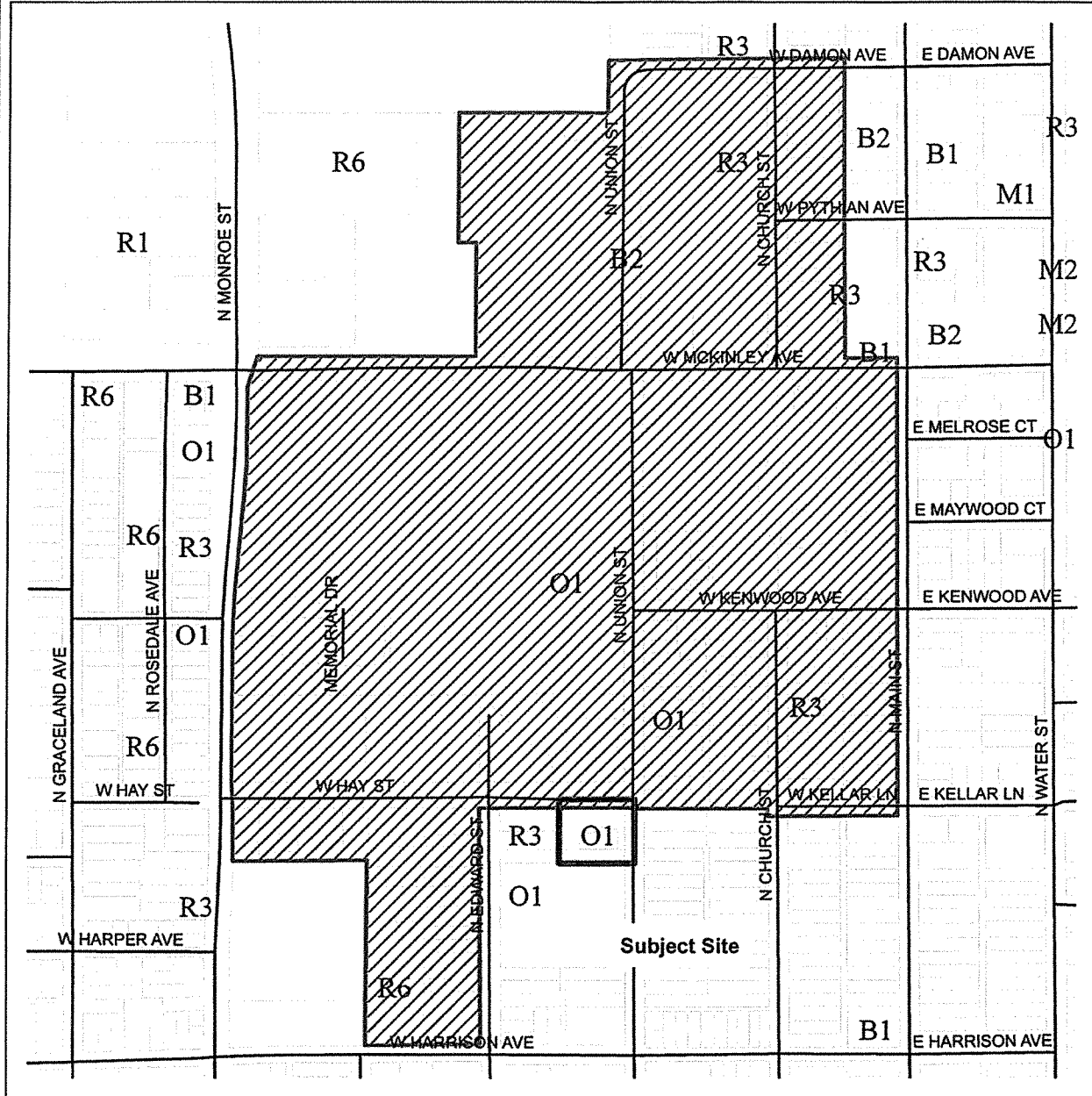
Area within
Proposed Boundary

**CHASTAIN
& ASSOCIATES LLC**
CONSULTING ENGINEERS

DECATUR (217) 422-8544
SCHAUMBURG (773) 714-0050
ROCKFORD (815) 489-0050
184-001397

Decatur City Plan Commission

Decatur Memorial Hospital Foundation Institutional Overlay District



Case No.:

18-39

Date:

October 4, 2018

Petition of:

Decatur Memorial
Health Foundation

Requested Action:

Expansion of I-OL over O-1

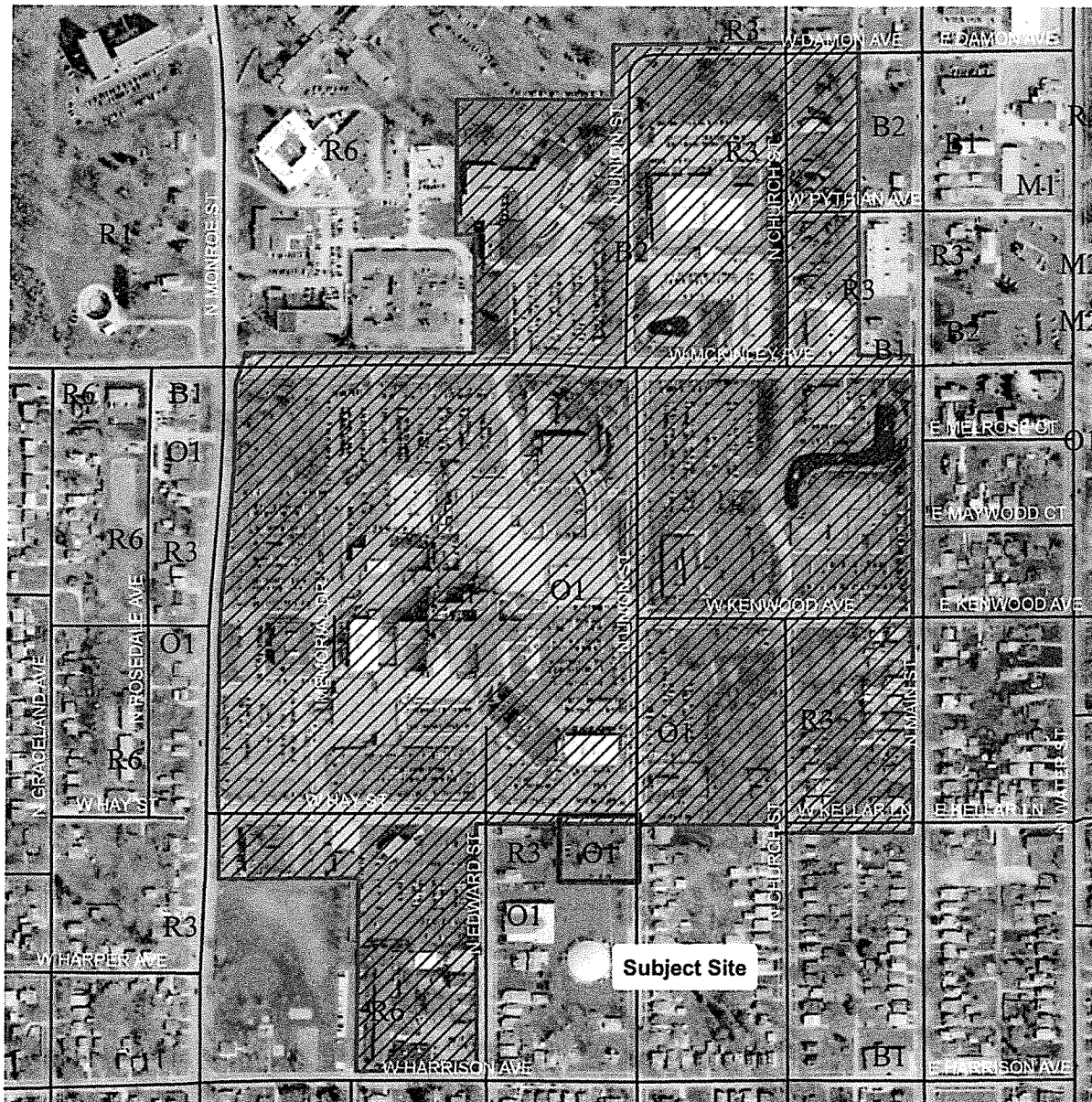
0 150 300 600 900 1,200 Feet



Legend

- Decatur Roads
- Subject Site
- I-OL District
- Parcels

Decatur Memorial Hospital Foundation Institutional Overlay District

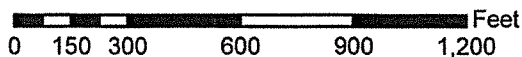


Case No.: 18-39

Date: October 4, 2018

Petition of: Decatur Memorial
Health Foundation

Requested Action: Expansion of I-OL over O-1



Legend

-  Decatur Roads
 Subject Site
 I-OL District

STAFF REPORT
Decatur City Plan Commission

Hearing Date October 4, 2018
Case No. 18-39
Property Location 301 West Hay Street
Request Expansion of I-OL Institutional Overlay District over the underlying O-1 Office District
Petitioner Decatur Memorial Health Foundation
Representative Ms. Linda Fahey, Executive VP and COO

BACKGROUND

The subject site is 0.56 acres in size, zoned O-1 Office District. The property, owned by the petitioner, is occupied by a building that is vacant, owned by Ventas Incorporated, and formerly a medical office building.

Surrounding Land Use and Zoning

<i>Direction</i>	<i>Existing Land Use</i>	<i>Zoning</i>	<i>Comprehensive Plan</i>
Subject Property	Medical Office Building	O-1	Institutional
North	Hospital Campus	I-OL	Institutional
South	Church	O-1, R-3	Residential – Low Density
East	Single Family Residences	R-3	Residential – Low Density
West	Single Family Residences	R-3	Residential – Low Density

PROJECT DESCRIPTION

The petitioner is requesting an expansion of the I-OL Institutional Overlay District to include the subject site, primarily for the Decatur Memorial Campus, over the underlying O-1 Office District.

STAFF ANALYSIS

The surrounding zoning includes: O-1 Office District to the north; O-1 Office District and R-3 Single Family Residence District to the south; R-3 Single Family Residence District to the west; and R-3 Single Family Residence District to the east. The Macon County and Decatur Comprehensive Plan shows this area as Institutional, thus the proposed I-OL Overlay District would be consistent with the Comprehensive Plan and compatible with the surrounding zoning districts-primarily office and residential. Uses permitted under the I-OL Institutional Overlay District, if developed, would be appropriate considering the surrounding uses.

The subject site is located on West Hay Street across from Decatur Memorial Hospital, an institutional use. Expansion of the I-OL Institutional Overlay District to include the subject site, should have no adverse effect on the general area or the City as a whole.

Currently, the property is occupied by a former medical office building. A buffer yard exists along the east property line with mature trees and would be required in order to protect the abutting

residential use. To the west is residential property and a buffer yard does not exist. However, a chain link fence does exist, shrubs should be planted to create a buffer yard.

STAFF RECOMMENDATION

Staff recommends approval of the expansion of the I-OL Institutional Overlay District.

PLAN COMMISSION ACTION

Section XXIX. requires the Plan Commission to hold a public hearing of the expansion request, and then forward its report and recommendation to the City Council for a final decision. A motion to forward Case 18-39 to City Council by the Plan Commission with a recommendation is warranted.

This report constitutes the testimony and recommendation of the Planning and Sustainability Division, Economic and Community Development Department, City of Decatur.

Scott Dedert
Senior Planner

ATTACHMENTS

1. Petition
2. Location Map

Excerpts from Plan Commission Meeting of October 4, 2018:

Case No. 18-39 Petition of DECATUR MEMORIAL HEALTH FOUNDATION, 2300 NORTH EDWARD STREET, to allow for the expansion of the existing I-OL Institutional Overlay District over the underlying O-1 Office District by incorporating the property at 301 West Hay Street.

Mr. Scott Dedert was sworn in by Mrs. Janet Poland.

Mr. Dedert discussed and presented slides of the site and surrounding properties (available for viewing upon request) along with the recommendation of staff:

The petitioner is requesting an expansion of the existing I-OL Institutional Overlay District primarily for the Decatur Memorial Campus to include the subject site, over the underlying O-1 Office District.

Proposed Overlay District would be a logical expansion of the existing Overlay District, given the surrounding zoning districts and uses permitted in the Overlay District.

The surrounding zoning is: O-1 Office District to the north; O-1 Office District and R-3 Single Family Residence District to the south; R-3 Single Family Residence District to the west; and R-3 Single Family Residence District to the east.

Staff recommends approval of the expansion of the I-OL Institutional Overlay District. Future construction on the site will be subject to a separate development review process.

Mrs. Mary Cave, representative for the petitioner, was sworn in by Mrs. Poland.

Mrs. Cave stated this property was owned by Decatur Memorial Hospital when the initial I-OL Institutional Overlay District was formed in 2003/2004 and was inadvertently left off. It has been used as a medical office building and the plan is to renovate the building and continue to use it for medical purposes.

There were no questions and no objectors present.

It was moved and seconded (Clevenger/Frantz) to forward Case No. 18-39 to the City Council with a recommendation for approval as set forth in the staff report.

Upon call of the roll, Commission members Bruce Jeffery, Kent Newton, Mike Peoples, Tom Brinkoetter, Bill Clevenger, Bruce Frantz, and Acting Chairman Susie Peck voted aye. Acting Chairman Peck declared the motion carried.

RESOLUTION NO. R2018-_____

**RESOLUTION REGARDING HALLOWEEN
TRICK OR TREAT HOURS**

WHEREAS, the Council recognizes that the Halloween activity commonly known as trick or treat is one of long standing tradition in the community; and,

WHEREAS, the Council also recognizes that past experience has shown that there can be risks attendant thereon particularly to children; and,

WHEREAS, the Council has been made aware of many organized activities and events being made available in the community as substitutes to be engaged in on Halloween in lieu of trick or treat; and,

WHEREAS, the Council is reluctant to address such risks by totally prohibiting trick or treat, believing instead that if proper care, caution and supervision are exercised said risks can be greatly reduced and curtailed.

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

Section 1. That the Council does hereby urge those children and those responsible for them and their safety who choose to engage in the trick or treat activity that said activity be confined to the evening of October 31st between the hours of 6:00 p.m. and 8:00 p.m., and that such be done so as to accord with the suggestions and practices set out on the list thereof attached hereto.

PRESENTED AND ADOPTED this 15th day of October, 2018.

Julie Moore Wolfe, Mayor

ATTEST:

City Clerk

HALLOWEEN

TRICK OR TREAT

- 1) The activity is to be confined to one evening only, October 31, 2018, between the hours of 6:00 p.m. and 8:00 p.m.
- 2) Children should be accompanied by responsible adults.
- 3) The activity should be confined to the neighborhood of the residence of the participants.
- 4) Only wrapped and sealed treats should be given or accepted.
- 5) Children are asked not to consume treats during the trick or treat period and that all treats be inspected by a responsible adult prior to consumption.
- 6) Calls should be made only at residences where porch or other exterior lights have been turned on as a sign of hospitality.
- 7) Costumes when worn should be highly visible, of nonflammable material so constructed as not to interfere with the vision or mobility of the wearer.
- 8) Basic pedestrian safety rules should be obeyed.

**MINUTES OF THE MEETING
OF THE
DECATUR ZONING BOARD OF APPEALS**

Thursday, April 12, 2018, 4:00 P.M.
City Council Chamber, Decatur Civic Center

I. Call to Order and Determination of a Quorum

The April 12, 2018 meeting of the Decatur Zoning Board of Appeals was called to order at 4:00 P.M. in the City Council Chamber, Third Floor of the Decatur Civic Center, by Chairman Barry Goodman who determined a quorum was present.

Members Present: Erv Arends, Tom Brinkoetter, Julie Gahwiler,
Eileen Milligan, Barry Goodman

Members Absent: Kim Aukamp, Chris Harrison

Staff Present: Ray Lai, Joselyn Stewart, Randy Johner,
Amy Waks, Janet Poland

II. Approval of Minutes: January 11, 2018

It was moved and seconded (Gahwiler/Brinkoetter) to approve the minutes of the January 11, 2018 meeting of the Zoning Board of Appeals. Motion carried with Eileen Milligan abstaining.

III. New Business

Case No. 18-02 Petition of ALVIN JERGE, for a variance in the provisions of the Zoning Ordinance (Ordinance #3512, as amended, Section II.) to allow for the construction of an accessory structure (free standing carport) larger than the main structure (single-family residence) at 2487 EAST LOGAN STREET.

Mrs. Joselyn Stewart was sworn in by Mrs. Janet Poland.

Mrs. Stewart discussed and presented slides of the site and surrounding properties (available for viewing upon request) along with the recommendation of staff:

The subject site is located at 2487 East Logan Street and currently has a 950 square foot single-family residential structure and (4) accessory structures with a total square footage of 1,532 square feet. The subject site is on an approximately 15,800 square foot lot.

The combined square footage of all accessory structures cannot exceed the ground floor square footage of the primary residence (main structure).

The petitioner is requesting variation from the provisions of the Zoning Ordinance to allow for the construction of an accessory structure (carport) which, when combined with other

accessory structures, will be larger than the primary residence (main structure). The proposed accessory structure (carport) is 252 square feet and will be located three (3) feet from the main structure, eight (8) feet from the west property line and 58 feet from the front property line (East Logan Street).

The petitioner is requesting the variance to allow for the 252 square foot accessory structure (carport) to store his newer pickup truck from inclement weather.

The combined square footage of all resulting accessory structures with the proposed 252 square foot structure will bring the total to 1,784 square feet.

Staff is cognizant of the fact that the petitioner is requesting the carport to house his newer pickup truck from inclement weather. Staff cannot foresee any adverse effects that would be caused by the approval of the requested variance. Based on the above, staff recommends approval of the petition as presented with the following condition:

1. The driveway leading to the proposed carport will be required to be paved with asphalt or concrete.

Mrs. Stewart stated the driveway is already paved.

Mr. Alvin Jerge, petitioner, was sworn in by Mrs. Poland.

Mr. Jerge stated the reason for this variance is to keep his pick-up truck covered from the elements.

It was moved and seconded (Milligan/Gahwiler) to approve Cal. No. 18-02 as presented by staff. Upon call of the roll, Commission members Erv Arends, Tom Brinkoetter, Julie Gahwiler, Eileen Milligan and Chairman Barry Goodman voted aye. Chairman Goodman declared the motion carried.

IV. Appearance of Citizens

No citizen expressed comments.

V. Comments and Information from Commission Members

No commission member expressed comments.

VI. Adjournment

There being no further business, it was moved and seconded (Brinkoetter/Gahwiler) to adjourn the meeting. Motion carried unanimously. Chairman Goodman declared the meeting adjourned at 4:07 P.M.

**MINUTES OF THE MEETING
OF THE
DECATUR CITY PLAN COMMISSION**

Thursday, September 6, 2018
City Council Chamber, Decatur Civic Center

I. Call to Order and Determination of a Quorum

The September 6, 2018 meeting of the Decatur City Plan Commission was called to order at 3:02 P.M. in the City Council Chamber, Third Floor of the Decatur Civic Center, by Acting Chairman Susie Peck who determined a quorum was present.

Members Present: Tom Brinkoetter, Bill Clevenger, Bruce Frantz,
Bruce Jeffery, Jack Myatt, Kent Newton, Susie Peck

Members Absent: Mike Peoples

Staff Present: Joselyn Stewart, Ray Lai, John Robinson, Griffin Enyart,
Tim Dudley, Scott Dedert, Janet Poland

II. Approval of Minutes of the August 2, 2018 City Plan Commission Meeting

It was moved and seconded (Myatt/Clevenger) to approve the minutes of the August 2, 2018 meeting of the Decatur City Plan Commission. Motion carried with Bruce Jeffery and Kent Newton abstaining.

III. New Business

**Case No. 18-35 Petition of DONOVAN MARSCHNER, to rezone property located at
1048-1070 WEST WOOD STREET from R-6 Multiple Dwelling District
to B-1 Neighborhood Shopping District.**

It was moved and seconded (Frantz/Myatt) to forward Case No. 18-35 to the City Council with a recommendation for approval as set forth in the staff report.

Mrs. Joselyn Stewart was sworn in by Mrs. Janet Poland.

Mrs. Stewart discussed and presented slides of the site and surrounding properties (available for viewing upon request) along with the recommendation of staff:

Zoned R-6 Multiple Dwelling District, the subject site is a parking lot and four vacant lots of approximately 34,000 square feet located at 1048-1070 West Wood Street.

The petitioner proposes to rezone the subject site from R-6 Multiple Dwelling District to B-1 Neighborhood Shopping District.

The surrounding zoning includes B-2 Commercial District to the south, B-1 Neighborhood Shopping District to the west, R-6 Multiple Dwelling District to the east, and R-6, O-1 West Main Street Overlay District to the north. While Macon County and Decatur Comprehensive Plan shows this area as Residential-Low Density, the proposed B-1 zoning would be compatible with the surrounding zoning districts-primarily commercial and high density residential.

The subject site is located within a mixed-use area and rezoning to B-1 Neighborhood Shopping District should have no adverse effect on the general area or the City as a whole.

If the property were to be developed for a commercial use in the future, a buffer yard with screening would be required along the north and east property line in order to protect the abutting residential use.

Staff recommends approval of the rezoning.

Mr. Donovan Marschner, petitioner, was sworn in by Mrs. Poland.

Mr. Marschner stated he is the owner of the Blue Spoon restaurant and would like to build a breakfast restaurant on the subject site. He would like to stay in the Millikin University area.

Mr. Bruce Frantz asked if the parking lot on the west side will remain. Mr. Marschner stated the parking lot is for parking for another business.

Mr. Frantz asked if the parking lot was to be rezoned also. Mr. Marschner said the parking lot is being rezoned along with the two (2) vacant lots he is purchasing.

Mr. Ray Lai stated this is a straight rezoning request to B-1 Neighborhood Shopping District and will be subject to the zoning requirements for B-1. If approved, permitted uses in the B-1 District would be allowed.

There were no objectors present.

Upon call of the roll, Commission members Bruce Frantz, Bruce Jeffery, Jack, Myatt, Kent Newton, Tom Brinkoetter, Bill Clevenger and Acting Chairman Susie Peck voted aye. Acting Chairman Peck declared the motion carried.

Case No. 18-36

Petition of CROSSING HEALTHCARE, to rezone property generally bounded by East Marietta Street, North Water Street, East Wabash Avenue and Martin Luther King Jr. Drive from R-6 Multiple Dwelling District, O-1 Office District, B-2 Commercial District, PD Planned Development District, M-1 Intense Commercial-Light Industrial District and M-2 Heavy Industrial District to PD Planned Development District to allow for a Community Care Campus.

It was moved and seconded (Jeffery/Brinkoetter) to forward Case No. 18-36 to the City Council with a recommendation for approval as set forth in the staff report.

Mrs. Stewart discussed and presented slides of the site and surrounding properties (available for viewing upon request) along with the recommendation of staff:

The subject site is approximately 22.7 acres and currently contains a community medical facility with a parking lot and a community garden (operated by Crossing Healthcare), as well as many vacant lots.

At the September 4, 2018 meeting, this past Tuesday, the City Council held a public hearing and approved the vacation of certain public rights-of-way (streets and alleyways) and conveyance of numerous City-owned vacant lots within the proposed subject site to Crossing Healthcare.

The petitioner proposes to rezone the subject site to PD Planned Development District to allow for a Community Care Campus, essentially and functionally a social service campus.

	Buildings	Location on site	Existing/ Proposed	Use	Total Size	Height	Notes
1	Crossing Healthcare	West-Central	Existing	Medical offices	29,143	1	Community Garden
2	Inpatient Care Facility	Southeast	Proposed	Detox and Residential Rehab	31,564	1	32 Bedrooms
3	Outpatient Facility	Central	Proposed	Medical offices	15,906	1	Theater room, gym, sports court & playground
4	Dormitory	South-Central	Proposed	Short-term Residences	17,742	2	32 Bedrooms/ 64 Beds
5	Baby Talk	Northwest	Proposed	Early childhood development center	18,193	1	
6	TBD	Northeast	Proposed	TBD	TBD	TBD	
7	North Community Fund	East-Central	Proposed	Community Service Center	16,800	1	

The façade for the proposed buildings will be mostly brick.

Given the 2010 Sustainable Decatur Plan, the developer is also exploring the potential of attaining green building certification with Leadership in Energy and Environmental Design (LEED) by the U.S. Green Building Council.

The City of Decatur Zoning Ordinance provides standards for reviewing applications for Planned District developments. An analysis of the review standards is discussed herein:

1. *Compatibility with the character of the surrounding neighborhood and general area.* is compatible
2. *Effect on area.* The proposed development will have a major positive impact to the nearby neighborhoods, City of Decatur, Macon County, and the State of Illinois.
3. *Consistency with comprehensive plan.* is consistent with the Comprehensive Plan as it currently calls for Residential Low-Density/Mixed Use Commercial/Residential.
4. *Traffic capacity.* The City received preliminary traffic generation numbers and the increase of traffic shown to the City is not expected to exceed the capacity of Water Street, Martin Luther King Jr. Drive or the adjacent intersections.
5. *Adequacy of utilities.* Storm water detention is proposed via three (3) detention basins. The public sanitary sewer and water main on Central Avenue will have to be relocated.
6. *Integration.* The proposed development will be coordinated and developed with consideration of sustainability design features.

7. *Adequacy of parking facilities.* 385 parking spaces will be provided for the entire campus, eight percent (8%) less than the required 419 spaces. However, many of their patients will be dropped off, walk-up, or use public transportation. Some may access the campus by bicycles. Thus, staff is of the opinion that the proposed parking would be adequate. Reciprocal cross-parking and cross-access easements shall be provided by all lots to allow better internal traffic circulation within the proposed campus.

Based on the analysis, staff recommends approval of the proposed PD Planned Development District petition with the following conditions:

1. The permitted uses in this Planned Development District for a community care campus shall include health care center, food pantry, early childhood development center, outpatient medical/healthcare facility, inpatient medical/healthcare facility, dormitory for temporary patients, medical and professional offices, detox/residential rehabilitation facility, community gardens and accessory uses as approved by the Department of Economic and Community Development.
2. Provide traffic analysis to determine if improvements will be needed to the intersections of Water Street with King Street and Martin Luther King Jr. Drive with King Street. IDOT approval must be received for any changes within the North Water Street right-of-way.
3. A maximum of eight percent (8%) reduction in the required overall number of parking spaces is allowed. Bicycle racks shall be provided in appropriate locations for employees and patients.
4. A maximum of seven (7) buildings, the existing Crossing Healthcare medical care facility included, shall be allowed within this Planned Development District, with a combined total square footage not to exceed 161,000 square feet. No building shall exceed 32,000 sq. ft. in size. All buildings shall be one-story in height, with the exception of the dormitory which may be two-story.
5. Building elevations and construction materials primarily of masonry shall be as approved by the Department of Economic and Community Development in conjunction with the final site plan review.
6. The overall development will be permitted to have no more than three (3) freestanding monument style signs – one (1) along the frontage of East Central Avenue and North Water Street, one (1) near the intersection of East King Street and North Warren Street, and one (1) along Martin Luther King Jr. Drive frontage. Wayfinding signs should not exceed four (4) square feet in area and shall not exceed three (3) feet in height each.
7. All lights facing residential uses shall be shielded.
8. Walking trails, decorative 6-foot high perimeter fencing, landscaped berms, community gardens, and orchards shall be provided as approved on the final site plan.
9. Sustainability features should be explored and provided as much as possible for the development of the subject site.
10. A four-lot final subdivision plat will be required to be submitted, approved and recorded prior to a final site plan being approved.
11. Reciprocal cross-access and cross-parking easements shall be provided as approved on the final site plan/subdivision plats and recorded with Macon County Recorder of Deeds.
12. Final site, landscaping/decorative fencing, and lighting plans shall be submitted to and approved by the Economic and Community Development Department, Public Works Department and the Fire Department prior to building permits being released.

Engineering staff is here to answer questions on traffic if need be.

Mr. Frantz asked if the blue area on the key map was a pond or a detention basin that is normally dry.

Mrs. Mary Cave, representative of the petitioner, was sworn in.

Mrs. Cave explained the blue area is a wet detention pond. The two green areas are dry basins. The wet pond will be ten (10) feet in depth so it can hold fish with a fountain.

Mr. Frantz asked if there would be a fence.

Mrs. Cave stated there will not be a fence and there will be large stone rip rap along the outside a couple of feet up from the water's edge. The pond is for use for the patients and their families. The area has a walking trail all the way around it and a playground. Sundays are family visit days for those seeking treatment. They will be able to use the walking trail, fish in the pond, use the playground. In the out-patient building there will be a small movie theatre, gym and basketball courts.

Ms. Tanya Andricks, CEO of Crossing Healthcare, was sworn in by Mrs. Poland.

Ms. Andricks said the country is facing an opioid epidemic. Currently, our community has fewer beds per population than all the surrounding counties. There are not enough beds for people seeking treatment and they are often placed on a waiting list. This campus will add 56 treatment beds to the community.

Acting Chairman Peck asked if anyone in the audience in support or in opposition to the request wanted to speak.

Mr. Jerry Pelz, Director of Northeast Community Fund, was sworn in by Mrs. Poland.

Mr. Pelz said he was not in opposition of the proposed project and expressed his concerns about the traffic design and impact in the area.

Mr. Bruce Jeffery asked if it was possible to have a stop sign or traffic signal on Martin Luther King Jr. Drive.

Mr. Lai stated the Public Works Department will gather traffic data to determine if the increased traffic warrants it.

There were no objectors present.

Upon call of the roll, Commission members Bruce Frantz, Bruce Jeffery, Jack, Myatt, Kent Newton, Tom Brinkoetter, Bill Clevenger and Acting Chairman Susie Peck voted aye. Acting Chairman Peck declared the motion carried.

Case No. 18-38 Petition of RAYMOND LAI, DIRECTOR OF ECONOMIC AND COMMUNITY DEVELOPMENT, for proposed amendments to the City of Decatur Zoning Ordinance (Ord. #3512, as amended) regarding licensed truck stop establishments, video gaming parlors, and video gaming terminals, including but not be limited to Section II Definitions and Section XVI M-1 Intense Commercial-Light Industrial District.

It was moved and seconded (Myatt/Brinkoetter) to forward Case No. 18-38 to the City Council with a recommendation for approval as set forth in the staff report.

Mr. Ray Lai was sworn in by Mrs. Poland.

Mr. Lai discussed the case background and considerations along with the recommendation of staff:

The Illinois Video Gaming Act, 230 ILCS 40/1, *et seq.*, (the "Act") was signed into law in 2009, legalizing the operation of video gambling machines in "any licensed retail establishment where alcoholic liquor is drawn, poured, mixed, or otherwise served for consumption on the premises," including bars, truck stops, and fraternal and veteran organizations ("Establishments") throughout the state.

Under the Act (230 ILCS 40/5), a "Licensed Truck Stop Establishment" is defined as a facility (i) that is at least a 3-acre facility with a convenience store, (ii) with separate diesel islands for fueling commercial motor vehicles, (iii) that sells at retail more than 10,000 gallons of diesel or biodiesel fuel per month, and (iv) with parking spaces for commercial motor vehicles.

"Commercial motor vehicles" has the same meaning as defined in Section 18b-101 of the Illinois Vehicle Code.

However, "Licensed Truck Stop Establishment" is not specifically defined in our City's Zoning Ordinance. There are uses under certain terms that may be easily confused with or claimed to be similar to a conventional truck stop. Thus, "self-claimed" truck stops could be located in urbanized areas or neighborhoods of inner city, attracting heavy truck traffic which is considered detrimental to the condition of city streets. Also, they could operate under the disguise of those other uses and qualify for placement of video gaming terminals under the "Act".

A conventional truck stop would typically be located near interstate highways, particularly adjacent to interchanges. It generally occupies on larger acreage. Inner city or urbanized areas away from interstate highway interchanges are not conducive to ideal locations for truck stops.

In order to avoid heavy truck traffic along city streets and to prevent ambiguity in interpretation of the Zoning Ordinance, staff recommends that licensed truck stop establishments be limited to locations within one-half mile of existing interchanges along Interstate 72, or the interchange of U.S. Business Highway 51 and U.S. Highway 51, within Decatur City limits. Further, it would only be allowed as a Conditional Use in B-2 Commercial District and a Permitted Use in M-1 Intense Commercial – Light Industrial District. In doing so, larger tracts of land must be assembled to meet the minimum size of three (3) acres and the users are more likely to be commercial motor vehicles or trucks in the outskirt of the City.

Staff recommends approval of the Zoning Ordinance amendments as detailed in the staff report.

There were no objectors present.

Upon call of the roll, Commission members Bruce Frantz, Bruce Jeffery, Jack, Myatt, Kent Newton, Tom Brinkoetter, Bill Clevenger and Acting Chairman Susie Peck voted aye. Acting Chairman Peck declared the motion carried.

IV. Appearance of Citizens

No citizen expressed comments.

V. Comments and Information from Commission Members

Mr. Lai introduced Mr. Scott Dedert as the new Senior Planner.

VI. Adjournment

There being no further business, and upon the call of roll, Acting Chairman Peck declared the meeting adjourned at 3:58 P.M.



Kent Newton, SecretaryDecatur City Plan Commission

Finance and Treasury

DATE: 9/27/2018

MEMO:

TO: Honorable Mayor Julie Moore Wolfe and City Council

FROM: Gregg D Zientara, City Treasurer and Director of Finance

SUBJECT: Informational Memorandum Communicating the Condition of the Police Pension Fund for the Year Ended December 31, 2017

ATTACHMENTS:

Description	Type
Police Pension Fund Informational Memorandum	Cover Memo
Police Pension Plan Municipal Compliance Report	Cover Memo



CITY OF DECATUR ILLINOIS

1 GARY K. ANDERSON PLAZA

DECATUR, ILLINOIS 62523

September 27, 2018

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

Informational Memorandum Communicating the Condition of the Police Pension Fund for the Year Ended December 31, 2017

In accordance with State of Illinois House Bill 5088 (Public Act 95-950 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.

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 15, 2018.

Regards,

A handwritten signature in blue ink, appearing to read "G. Zientara", is written over the "Regards," text.

G. Zientara
City Treasurer & Director of Finance

cc: Billy Tyus, Interim City Manager
Kim Althoff, City Clerk
Ron Borowczyk, President Decatur Police Pension Board
Todd Cline, Secretary Decatur Police Pension Board

**CITY OF DECATUR, ILLINOIS
POLICE PENSION PLAN**

**House Bill 5088 (Public Act 95-950) - Municipal Compliance Report
For the Year Ended December 31, 2017**

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)	<u>\$ 109,240,250</u>
Actuarial Value of Assets (see item 8 for explanation)	<u>\$ 108,888,188</u>

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	<u>\$ 1,273,988</u>
Estimated Receipts - All Other Sources	
Investment Earnings	<u>N/A</u>
Municipal Contributions	<u>\$ 5,039,036</u>

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	<u>\$ 7,653,043</u>
(b) Annual Requirement of the Fund as Determined by:	
Illinois Department of Insurance - Report Dated August 2, 2018	<u>\$ 5,274,360</u>
Private Actuary - Report Dated April 10, 2018 (Entry Age Normal - Level Percent of Payroll)	<u>\$ 5,039,036</u>
Private Actuary - Report Dated April 10, 2018 (PA096-1495)	<u>\$ 4,615,987</u>

**CITY OF DECATUR, ILLINOIS
POLICE PENSION PLAN**

**House Bill 5088 (Public Act 95-950) - Municipal Compliance Report
For the Year Ended December 31, 2017**

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 (2017)	Preceding Fiscal Year (2016)
Net Income (Loss) Received from Investment of Assets	\$ 12,889,943	\$ 8,072,581
Assumed Investment Return		
Illinois Department of Insurance - Report Dated August 2, 2018	6.50%	6.75%
Private Actuary - Report Dated April 10, 2018	7.50%	7.50%
Actual Investment Return	13.78%	9.02%

5. The total number of active employees who are financially contributing to the fund:

Number of Active Members	148
--------------------------	-----

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:

	Number of	Total Amount Disbursed
(i) Regular Retirement Pension	103	\$ 6,097,807
(ii) Disability Pension	5	\$ 194,148
(iii) Survivors and Child Benefits	30	\$ 1,257,765

**CITY OF DECATUR, ILLINOIS
POLICE PENSION PLAN**

**House Bill 5088 (Public Act 95-950) - Municipal Compliance Report
For the Year Ended December 31, 2017**

7. The funded ratio of the fund:

	Current Fiscal Year	Preceding Fiscal Year
Illinois Department of Insurance - Report Dated August 2, 2018	63.0%	64.0%
Private Actuary - Report Dated April 10, 2018	68.3%	68.8%

8. The unfunded liability carried by the fund, along with an actuarial explanation of the unfunded liability:

Unfunded Liability:

Illinois Department of Insurance - Report Dated August 2, 2018	<u>\$ 62,860,163</u>
Private Actuary - Report Dated April 10, 2018	<u>\$ 50,641,975</u>

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.

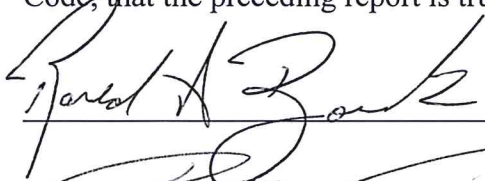
Investment Policy - See Attached

**CITY OF DECATUR, ILLINOIS
POLICE PENSION PLAN**

**House Bill 5088 (Public Act 95-950) - Municipal Compliance Report
For the Year Ended December 31, 2017**

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: September 25TH 2018

Investment Policy
City of Decatur Police Pension Plan

Amended April 30, 2014

TABLE OF CONTENTS

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I. Introduction

Pursuant to Illinois Statutes, an employee retirement plan has been created for plan participants. This policy applies to the investment of the City of Decatur Police Pension Plan to further long-term investment goals.

II. Statement of Purpose

Mission Statement. The fundamental goal of the Decatur Police Pension Plan is to provide retirement and other benefits to plan participants. As such, the Board of Trustees will invest plan assets solely in the interests of plan participants and beneficiaries, for the exclusive purpose of providing retirement and other benefits to plan participants and beneficiaries.

Investment Philosophy. The Board of Trustees believes that plan assets should be managed in a fashion that reflects the plan's unique liabilities and funding resources, incorporating accepted investment theory and reliable, empirical evidence. Specifically, the Board has adopted the following principles:

- That asset allocation is the key determinant of return and, therefore, commitments to asset allocation targets will be maintained through a disciplined rebalancing program.
- That diversification, both by and within asset classes, is a primary risk control element.
- That passive fund portfolios are suitable investment strategies, especially in highly efficient markets.
- That "market timing" is precluded as an acceptable investment strategy.
- That the investment program is ultimately for the purpose of meeting the pension plan's obligations for benefit payments.
- That the investment program must be cognizant of the total pension plan's cash flow obligations.

Goals and Objectives. For total plan assets, the goals are as follows:

- To preserve the actuarial soundness of the plan in order to meet benefit obligations.
- To prudently manage the inherent investment risks that are related to the achievement of investment goals.
- A long-term return of at least the actuarial earnings rate over a market cycle (generally three to five years).
- A long-term rate of return, net of fees, in excess of its policy benchmark over a market cycle (generally three to five years). The policy benchmark is a hypothetical portfolio of index funds weighted by asset allocation targets.

Policy Benchmark		
Asset Class	Index	Weight (%)
U.S. Equity - Large cap	S&P 500	30
U.S. Equity - Mid cap	Russell Mid Cap	13
U.S. Equity - Small cap	Russell 2000	n/a
Global / Non-U.S. Equity	MSCI World / MSCI ACWI exUS	22
U.S. Real Estate - Core	NFI-ODCE	0
U.S. Fixed Income	Barclays Intermediate Aggregate	35
Cash Equivalents	90-Day Treasury Bills	0
		100%

III. Roles and Responsibilities

Board of Trustees. Within the parameters established under Illinois Statutes, the Board has the responsibility of establishing and maintaining broad policies and objectives for all aspects of the Plan's operation. Specifically with regard to investments, the Board seeks the advice of the City of Decatur officials, staff, and third parties prior to taking action. In keeping with their obligation to serve as governing fiduciaries, changes to any of the following will require the Board's involvement and approval:

- The Investment Policy and Appendices
- The Strategic Asset Allocation
- Performance Benchmarks for the Strategic Asset Allocation
- All other issues of investment policy not specifically enumerated here.

The Board, with the assistance of City of Decatur officials, staff, and third parties, monitors the performance of the investment portfolio; ensures that funds are invested in accordance with Board policies; studies, recommends, and implements policy and operational procedures that will enhance the investment program of the Plan; and ensures that proper internal controls are developed to safeguard the assets of the Plan. The City of Decatur officials and staff will be responsible for maintenance of pension plan participant records, software for administering pension benefits, preparation of annual financial statements, and management of employee and employer contributions.

Investment Managers.

- Duties - Investment managers will select, buy, and sell specific securities pursuant Illinois Statutes as may be amended from time to time, this investment policy, and contractual agreements. Discretion is delegated to the managers to carry out investment actions as directed by the Plan.
- Standard of care - The standard of prudence applied to investment managers shall be the prudent expert standard and shall be applied in the context of managing an overall portfolio.
- Acknowledgement of fiduciary obligations - Investment managers will acknowledge in writing that they are a fiduciary of the pension plan.
- Disclosure of fees - Separate account investment managers must fully disclose on a quarterly basis any direct or indirect fees, commissions, penalties, and any other compensation that was received by them, including reimbursement for expenses paid by or on behalf of the manager in connection with its services to the Plan. Investment managers must promptly communicate any changes in fee schedules.

- Communication – Investment managers will provide the Board with reporting on at least a quarterly basis of the market value of all holdings as well as the gross-of-fees and net-of-fees rates of return. Net-of-fees rates of return are to be calculated after the payment of all investment management fees. Investment managers must also promptly communicate any major changes in policy, economic outlook, or changes in the investment organization.
- Conflicts of interest - Managers are prohibited from knowingly causing or advising the Plan to engage in any investment transaction in which they have any direct interest in the income, gains, or profits of the manager or investment advisor through which the investment transaction is made or has a business relationship with the manager or the investment advisor that would result in a pecuniary benefit to the manager as a result of the transaction.

Other External Providers. The Plan may retain custodians, attorneys, actuaries, accounting professionals, investment consultants, a depository/financial institution(s), or other service providers needed to properly implement its investment program.

- To the greatest extent possible, the custodian(s) will hold all cash and securities. The custodian will be responsible for providing a records maintenance system, fund accounting on a trade date basis, and other services as defined in the contract.
 - A depository/financial institution may be utilized to accept and hold cash prior to allocating it to the custodian(s) or investment managers.
 - The Plan will retain an actuary to prepare actuarial valuations and periodically analyze the actuarial assumptions and experience of the Plan.
 - The Plan will retain accounting professionals to independently audit financial records and review internal controls.
 - The Plan will retain an investment consultant to independently prepare performance reports on the Total Plan and each manager, as well as conduct manager and custodial searches, prepare investment policy/asset allocation analysis, and assist in associated investment related issues.
 - Standard of care – The standard of prudence applied to external providers shall be the prudent expert standard.
 - Acknowledgement of fiduciary obligations – The external providers will acknowledge in writing that they are fiduciaries of the pension plan.
-
- Fiduciaries are prohibited from knowingly causing or advising the Plan to engage in any investment transaction in which they have any direct interest in the income, gains, or profits of the manager or investment advisor through which the investment transaction is made or has a business relationship with the manager or the investment advisor that would result in a pecuniary benefit to the fiduciary as a result of the transaction.

IV. Asset Allocation

The purpose of Section IV. guidelines is to manage risk associated with investment in an asset class (i.e., systematic risk). Risk associated with an investment in an individual security (non-systematic risk) is addressed in Section V.

Role and Importance of Asset Allocation. The asset allocation decision is generally regarded as the most important decision to be made in the investment management process. The purpose of a strategic asset allocation is to provide an optimal mix of investments that has the potential to produce the desired returns with the least amount of fluctuation in the overall value of the investment portfolio. By spreading funds among several styles or investment types, there is an increased probability that if one investment type is decreasing in value, another is increasing in value. Most asset classes fall under the four broad categories of equities, bonds, alternative investments, and cash equivalents.

Asset Allocation Range. To further the long-term goals and objectives of the Plan set forth in Section II, the following asset allocation guidelines are established.

Asset Allocation Range			
Asset Class	Minimum %	Target %	Maximum %
U.S. Equity - Large cap	25	30	36
U.S. Equity - Mid cap	10	13	16
U.S. Equity - Small cap	n/a	n/a	n/a
Total U.S. Equity	35	43	50
Global / Non-U.S. Equity	18	22	26
U.S. Real Estate - Core	0	0	5
Total Equity	53	65	65
U.S. Fixed Income	35	35	47
Cash Equivalents	0	0	0

Minimums and maximums may not add up to 100%

Rebalancing Policy. The primary purpose of rebalancing is to ensure that the Plan adheres to its strategic asset allocation, which is the Plan's explicit statement of its investment approach.

The Plan will carry out rebalancing in a cost-effective manner. If feasible, cash flow will be used to maintain target allocations. Securities will be liquidated from the over-funded managers until the desired allocations are met.

The Board and investment consultant will review the portfolio at least quarterly to determine if rebalancing is required.

V. Investment Guidelines

The purpose of Section V. guidelines is to limit the risk associated with an investment in an individual security (e.g., non-systematic risk). The selection of investments will be guided by the prudent person and prudent expert standards.

Prohibited Investments. Prohibited investments include, but are not limited to:

- investments precluded by law or regulation;
- securities purchased on margin;
- short selling;
- trading in futures contracts; and
- stock options, puts or calls.

Under no circumstances will investment managers use any instruments to create financial leverage within a portfolio.

Permissible Investments. Permissible investments include those investments permitted by Illinois Statutes and this policy.

Diversification and Credit Quality. To limit the Plan's risk associated with holding individual securities (e.g., non-systematic risk), or asset class diversification requirements and other risk management requirements are set forth. The pension plan will comply with Illinois Statute requirements that the market value of stock in any one corporation does not exceed 5% of the total assets of the pension plan, and the investments in the stock of any one corporation do not exceed 5% of the total outstanding stock of that corporation.

- Diversification relative to a single issuer – Any investment manager operating within any asset class should not hold more than 5% of the outstanding securities of any single issuer (for publicly traded securities), except for U.S. Treasury notes, bills or bonds.
- Diversification relative to Plan assets – For the following asset classes, no more than a specified percentage of Plan assets shall be invested in the securities of a single issuer, except for U.S. Treasury notes, bills or bonds. This will be measured at the time of purchase and on a mark-to-market basis.
- 5% of Plan assets in any one publicly traded U.S. stock.
- 5% of Plan assets in any one U.S. bond (except U.S. Treasury notes, bills or bonds).
- 5% of Plan assets in any one cash-equivalent security – (except Money Market/STIF funds).

- ◆ Diversification by economic sector – Within any given asset class category, at the total Plan level, no economic sector will be overweighted by more than 50% relative to the Plan's policy index. Sector/industry guidelines for specific investment managers may be higher or lower, and will be established on a case-by-case basis.
- Credit risk – The fixed income assets will maintain an "A-" or better weighted average quality rating. Minimum quality rating for any fixed-income issue is investment grade as determined by at least one of two largest nationally recognized credit rating agency. If subsequently downgraded below investment grade, the bonds must be liquidated from the portfolio within 90 days after being downgraded.
- Fixed Income Sector Risk – The maximum commitment to U.S. corporate bonds in a separately managed bond portfolio is 50%. No non-U.S. bonds shall be purchased and any acquired as a result of mergers, re-organization, etc. shall be sold within 90 days or unless it is imprudent to do so.

Derivatives. Derivative securities and synthetic products including futures, options, swaps, and forward contracts (and/or combinations of these instruments) may not be used by any investment manager without the written authorization of the Plan that includes specific reference to the enabling legislation.

VI. Reporting / Performance Monitoring

The purpose of monitoring and reporting on investment performance is for the Board to be able to (a) ensure compliance with Plan policy and applicable law, (b) manage the risk of the portfolio, and (c) assess the performance of investment managers retained by the Plan.

Quarterly Reporting by Investment Manager. On a quarterly basis the Board of Trustees shall receive the following information:

- A review of recent performance; and
- An outline of current strategy and investments.

Quarterly Reporting by the Investment Consultant. On a quarterly basis the Board of Trustees shall receive the following information:

- Portfolio performance relative to the assigned benchmark index and peer group; and
- Portfolio composition relative to the asset allocation policy.

Reports should contain the following:

- A review of performance relative to assigned benchmarks and peer groups for the most recent quarter end, for one-, three-, and five-year periods ending with the most recent quarter, and for the most recent period if not a quarter end. Performance relative to assigned benchmarks will be reported for the total portfolio, for each asset class, and for each investment manager;
- A summary of the portfolio's diversification and fundamental characteristics; and
- Both gross and net-of-fee performance calculations shall be presented.

Appendix A

Cost Management

Cost management is a critical component of the Plan's long-term investment performance. The defined benefit structure of this Plan provides potential economies of scale unavailable to individual investors. The following guidelines are designed to realize these potential scale economies.

The Plan will periodically review plan fees and expenses, including but not limited to investment management, investment consulting, transactional, banking, and custodial.

Directed Brokerage. The Plan may establish a directed brokerage program, whereby the broker(s) credits a portion of the commission directly back to the plan, either in the form of commission recapture or "soft dollars." If a directed brokerage program is established, the Plan will review credentials, procedures, and controls of brokerage firms offering commission recapture and/or soft dollar services.

Appendix B

Public Policy Issues Affecting the Investment Program

As defined in Section II of this policy, the Board of Trustees will invest plan assets solely in the interests of plan participants and beneficiaries. This criterion applies to specific investments and to the entire investment policy established by the Plan. Because the Plan operates in an environment shaped by public policy, this appendix addresses issues that have been or may be raised in the policy arena.

Economically Targeted Investments. The Plan will consider economically targeted investments (e.g., investments providing collateral benefits) based solely upon the expected return and risk characteristics of an investment approach and its impact on the success of the program as a whole. Such investments must meet three criteria:

- Investments designed with below-market rates of return or other concessionary terms are not acceptable because they compromise a plan's risk-return standard and conflict with trustee responsibilities. Investments must yield a rate of return commensurate with the recognized level of risk of the security.
- Investments must meet the diversification and credit standards established by the retirement plan's investment policy.
- Asset strategies should anticipate the cash needs of the Plan.

Socially Responsible Investments. The Plan will consider "socially responsible" investments based solely upon the expected return and risks of such an investment approach. Any investment(s) pursued under this approach must meet three criteria:

- Investments designed with below-market rates of return or other concessionary terms are not acceptable because they compromise a plan's risk-return standard and conflict with trustee responsibilities. Investments must yield a rate of return commensurate with the recognized level of risk of the security;
- Investments must meet the diversification and credit standards established by the retirement plan's investment policy; and
- Asset strategies should anticipate the cash needs of the plan.

Appendix C

Corporate Governance

Proxy Voting. The Board of Trustees entrusts to its investment managers the responsibility to vote, in accordance with this guidance, proxies related to securities held by the managers in portfolios they manage on behalf of the Plan.

Managers are to vote proxies in the best interests of the Plan's members and retirees as participants in a defined benefit pension plan and as the true shareholders of its invested assets. Managers are to vote proxies to maximize the value to shareholders of share ownership.

Separate account equity managers will report proxy voting on a quarterly basis.

Appendix D

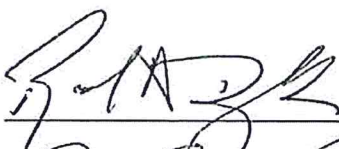
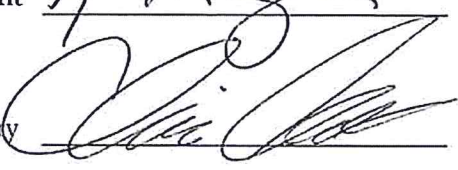
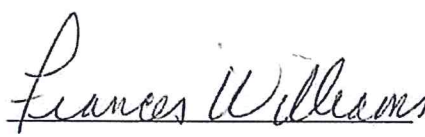
Ethics and Conflicts of Interest

Trustees and staff involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Trustees and investment staff shall promptly disclose any material interests in financial institutions with which they conduct business. They shall further promptly disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Trustees and staff shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the Plan.

In addition, the Board of Trustees or staff managing the investment manager contract should comply with the following ethical considerations:

- adherence to all jurisdiction's and pension board's ethics laws, rules and regulations related to procurement and involvement with contractors, including those related to political contributions; and
- disclosure to Board of Trustees of any inherent or potential conflicts of interest in dealing with specific investment advisers prior to taking any official action.

Approved this April 30, 2014 by the Decatur Policemen's Pension Board of Trustees.

President		Trustee	_____
Secretary		Trustee	_____
Treasurer	_____	Trustee	_____
Trustee		Trustee	_____

Previous Version January 18, 2000
Previous Version July 27, 2011

Finance and Treasury

DATE: 9/27/2018

MEMO:

TO: Honorable Mayor Julie Moore Wolfe and City Council

FROM: Gregg Zientara, City Treasurer and Director of Finance

SUBJECT: Informational Memorandum Communicating the Condition of the Firefighter Pension Fund for the Year Ended December 31, 2017

ATTACHMENTS:

Description	Type
Firefighter Pension Fund Informational Memorandum	Cover Memo
Firefighter Pension Plan	Cover Memo



CITY OF DECATUR ILLINOIS

1 GARY K. ANDERSON PLAZA

DECATUR, ILLINOIS 62523

September 27, 2018

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

Informational Memorandum Communicating the Condition of the Firefighter Pension Fund for the Year Ended December 31, 2017

In accordance with State of Illinois House Bill 5088 (Public Act 95-950 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.

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 15, 2018.

Regards,

A handwritten signature in blue ink, appearing to read "G. Zientara", is written over the "Regards," text.

G. Zientara
City Treasurer & Director of Finance

cc: Billy Tyus, Interim City Manager
Kim Althoff, City Clerk
James R. Ohl, Secretary Decatur Firefighter Pension Board
Adam Ruderman, President Decatur Firefighter Pension Board

**CITY OF DECATUR, ILLINOIS
FIREFIGHTERS' PENSION PLAN**

**House Bill 5088 (Public Act 95-950) - Municipal Compliance Report
For the Year Ended December 31, 2017**

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)	<u>\$ 79,124,649</u>
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Actuarial Value of Assets (see item 8 for explanation)	<u>\$ 81,677,943</u>
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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	<u>\$ 854,563</u>
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Estimated Receipts - All Other Sources	
Investment Earnings	<u>N/A</u>

Municipal Contributions	<u>\$ 5,675,932</u>
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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	<u>\$ 7,459,718</u>
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(b) Annual Requirement of the Fund as Determined by: Illinois Department of Insurance - Report Dated August 2, 2018	<u>5,385,379</u>
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Private Actuary - Report Dated March 15, 2018 (Entry Age Normal - Level Percentage of Payroll)	<u>\$ 5,675,932</u>
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Private Actuary - Report Dated March 15, 2018 (PA096-1495)	<u>\$ 4,916,313</u>
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(c) Annual Requirement of the Fund as Determined by: *Illinois Department of Insurance	<u>N/A</u>
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Private Actuary - Report Dated March 15, 2018	<u>N/A</u>
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**CITY OF DECATUR, ILLINOIS
FIREFIGHTERS' PENSION PLAN**

**House Bill 5088 (Public Act 95-950) - Municipal Compliance Report
For the Year Ended December 31, 2017**

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 (2017)	Preceding Fiscal Year (2016)
Net Income Received from Investment of Assets	\$ 8,269,745	\$ 4,764,457
Assumed Investment Return		
*Illinois Department of Insurance - Report Dated August 2, 2018	6.50%	6.75%
Private Actuary - Report Dated March 15, 2018	7.00%	7.00%
Actual Investment Return	11.84%	7.36%

5. The total number of active employees who are financially contributing to the fund:

Number of Active Members	108
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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:

	Number of	Total Amount Disbursed
(i) Regular Retirement Pension	78	\$ 5,022,576
(ii) Disability Pension	25	\$ 1,360,800
(iii) Survivors and Child Benefits	29	\$ 1,081,236

**CITY OF DECATUR, ILLINOIS
FIREFIGHTERS' PENSION PLAN**

**House Bill 5088 (Public Act 95-950) - Municipal Compliance Report
For the Year Ended December 31, 2017**

7. The funded ratio of the fund:

	Current Fiscal Year	Preceding Fiscal Year
Illinois Department of Insurance – Report Dated August 2, 2018	55.0%	56.0%
Private Actuary - Report Dated March 15, 2018	57.5%	56.2%

8. The unfunded liability carried by the fund, along with an actuarial explanation of the unfunded liability:

Unfunded Liability:

*Illinois Department of Insurance - Report Dated August 2, 2018	\$ 64,613,234
Private Actuary - Report Dated March 15, 2018	\$ 60,300,511

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.

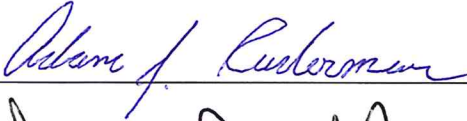
Investment Policy - See Attached

**CITY OF DECATUR, ILLINOIS
FIREFIGHTERS' PENSION PLAN**

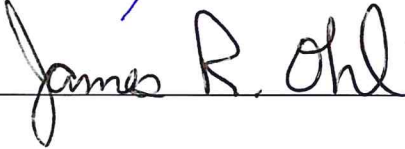
**House Bill 5088 (Public Act 95-950) - Municipal Compliance Report
For the Year Ended December 31, 2017**

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.



President



Secretary

Dated: SEPTEMBER 26, 2018

DECATUR FIREMAN PENSION INVESTMENT POLICY STATEMENT

I. PURPOSE

The Decatur Firefighters Pension Fund is a contributory pension plan created under Article 4 of the Illinois Firefighters Pension Code (40 ILCS 5/1-101 et seq.) for the purpose of providing retirement and/or disability benefits to firefighters, their surviving spouses and dependents. Contributions to the plan come from active duty firefighters and from taxes upon the Fire Protection District. This Statement of Investment Policy, objectives and guidelines applies to all assets of the Decatur Pension Fund. All Investment Management Consultant(s), Investment Manager(s) and Custodian(s) shall affix their signatures on the last page hereof and hereby acknowledge that (a) they have read, understood, and agreed to adhere to this statement; (b) they are "fiduciary" with respect to the Fund as provided under Illinois law including Section 1-101.1 (a) of the Code; (c) investments of the Fund are restricted to those investments permitted under the provisions of Code applicable to the Fund, including 40 ILCS 5/1-113.2-113.4 thereof; and (d) all investments shall be made in the name of the Board of Trustees and shall be clearly held and accounted for to indicate ownership by the Board of Trustees.

II. DEFINITIONS

The following terms used herein have the meaning stated below.

- "Code" shall mean "Illinois Pension Code (40 ILCS 5/1-101 et seq.).
- "Plan" shall mean the Pension Plan of the Decatur Firefighters.
- "Fund" shall mean the Decatur Firefighters Pension Fund. Fund shall also mean the Plan as defined herein.
- "Board of Trustees" shall refer to the governing established to administer and control the fund as specified in 40 ILCS 5/1-113.2 et. seq. of the Code.
- "Fiduciary" shall mean a "Fiduciary" as defined under Illinois law including but not limited to the definitions of Section 1-101.2 of the Code and shall include any person who exercises any disposition of its assets, or renders investment advice for a fee or other compensation with respect to Plan Funds or property or has any discretionary authority or responsibility in the Plan's administration, including, but not limited to, Investment Management Consultant(s). Investment Manager(s) and Custodian(s) as defined herein.

- "Investment Management Consultant" shall mean any person employed to provide advisory services, including reporting, advice on investment objectives and/or asset allocation, manager search, and performance monitoring. Generally the consultant oversees the Investment Manager and reports to the board.
- "Investment Manager" shall mean as "Investment Manager" as defined in Section 1-101.4 of the Code and shall include any person employed to manage the investment of all or part of the Plan's assets.
- "Custodian" shall mean any person employed to maintain possession of securities or funds owned by the plan as custodian always identified as Custodian(s) of the Fund as defined herein subject to the direction of the Board of Trustees, and may but need not, also be employed as the Investment Manager(s).
- "Person" shall mean any individual or group of individuals or organizations.
- "Securities" shall refer to the marketable investment securities, which are defined as acceptable in this Statement.
- "Statement" shall mean this Statement of Investment Policy, Objectives and Guidelines.

III. RESPONSIBILITIES OF THE BOARD OF TRUSTEES

The Board of Trustees is charged by law with the responsibility for the management of the Plan's assets. As provided in Section 1-113.1 of the Code, the Board of Trustees shall discharge its duties solely in the interest of the Plan, with care, skill, prudence and diligence under the circumstances then prevailing, that a prudent man, acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character with like aims. The specific responsibilities of the Board of Trustees relating to the investment management of the Plan's assets included, but are not limited to the following:

- Projecting the Plan's financial needs and communicating such needs to the Investment Managers as the Board of Trustees deems appropriate.
- Determining the Plan's risk tolerance and benchmark, investment policy, and communicating these to the appropriate parties.
- Establishing reasonable and consistent investment objectives, policies, and guidelines that will direct the Investment of the Plan's assets.

- Prudently and diligently selecting qualified investment professional 'including Investment Consultant(s), Investment Manager(s), and Custodian(s).
- Regularly evaluating the performance of the Investment Manager(s) to assure adherence to policy guidelines and to monitor investments objective progress.
- Developing and enacting proper control procedures.

IV. RESPONSIBILITIES OF THE INVESTMENT CONSULTANT AND INVESTMENT MANAGER(S)

Each Investment Consultant and Manager must acknowledge in writing its acceptance of responsibility as a fiduciary under Illinois law including Section 1-101.2 of the Code as aforesaid. Subject to the requirements thereof and to the authority if the Board of Trustees, the Consultant will provide the following:

- Reporting at least Quarterly the current investments held in the account, their current market value, performance and allocation of the overall portfolio.
- Reporting expenses of the overall portfolio on an annual basis.
- Communications any major changes in economic outlook, investment strategy, or any other factor that effect implementation of investment process, or the investment objective process of the Plan's investment management.
- Informing the Board regarding any qualitative chance in the investment management organization: Examples include changes in portfolio management personnel, ownership structure, investment philosophy, etc.
- Recommendations to the board concerning changes to overall allocation, investment managers, mutual funds, ETFs, or fixed income securities.

Each Investment Manager will have discretion to make investment decisions for the assets placed under its jurisdiction, while observing and operating within all policies, guidelines, constraints, and philosophies as outlined in this Statement. Specific responsibilities of the Investment Manager(s) include, but not limited to, the following:

- Discretionary investment management including decisions to buy, sell, or hold individual securities, and to alter asset allocation established within this Statement.

- Reporting at least Quarterly the current investments held in the account, their current market value, performance and expenses
- Managers shall vote any proxy on behalf of the pension within the account

V. RESPONSIBILITY OF THE CUSTODIAN

The Custodian exercises specified authority or control respecting management or disposition of the Fund's assets, among other things. The Custodian accepts possession of securities and/or funds in a matter that insures their safety and ownership. In view of Section 1-101.2 of the Code, the Custodian acts as a "Fiduciary" with respect to the Fund, and, accordingly, must acknowledge in writing its acceptance of responsibility as a fiduciary. Additional specific responsibilities of the Custodian include, but are not limited to, the following:

- Providing accurate, timely market value pricing, including accrued interest, for all securities under their care.
- Collecting dividends and interest payments on a timely basis.
- Redeeming of maturing securities on a timely basis.
- Effecting receipt and delivery following purchases and sales on a timely and accurate basis.
- Providing timely monthly statements which accurately detail all transactions in the accounts, as well as detail all of the securities owned.

VI. PORTFOLIO INVESTMENT OBJECTIVES

The investment objective of the Fund is to reduce the need for the funding of retirement benefits for active duty officers and taxpayers. The paramount goal of the Fund is to have investment returns carry as much of this financial as is possible in the boundaries of prudent risk. To this end, it is the policy of the fund to emphasize total return; that is, the aggregate returns of capital appreciation, dividend income, and interest income.

SPECIFIC INVESTMENT GOAL

The absolute rate of return objective is pension accretion liability rate eight percent (7.0%). The relative performance objective will be a blend of 50% S&P 500 Total Return Index and 50% Barclays Intermediate Government/Credit Index (Maximum is 65% Now

but has been increasing by statute from 35%). A 50/50 Blend has provided a more accurate historical blend of the portfolio's long term allocation.

The plan will combine the investment guidelines listed below, along with the infinite time horizon of the assets to seek a prudent investment mix which gives the plan the best opportunity to meet its annual liability needs.

VII. INVESTMENT IN EQUITY SECURITIES

(MAXIMUM OF 65% in Compliance with Illinois Pension Codes)

Per the state of Illinois Pension Code (40 ILCS) and Amendments, the Portfolio may invest all of the following (complete list may be found in pension code section 113.1):

Common and preferred stocks and convertible debt securities authorized for investment of trust funds under the laws of the State of Illinois, provided:

- The common stocks are listed on a national securities exchange or board of trade, as defined in federal Securities Exchange Act of 1934, or quoted in the National Association of Securities Dealer Automated Quotation System (NASDAQ).
- the Corporations is not in arrears on payment of dividends
- the book value of stock in any one corporations shall not exceed 5% of the total investment account at book value.
- Investment Companies which are registered under the Investment Company Act of 1940, are diversified open-end management investment companies. They must have been in operation for at least 5 years and assets of \$250 million. (40 ILCS 5/1-113.1)

THE ALLOCATION PARAMETERS would be as follows:

Fund Category	Percentage
Equity	65% maximum (up to 35% can be International)
Fixed Income	35% minimum

The investment portfolio shall be diversified in accordance with state guidelines and prudent asset allocation strategies. The allocation of the equity funds will be recommended and monitored by the Consultant coordinating with the board of the pension. However, total exposure to international funds will not exceed 35% of overall equity allocation, or 15% of the plan's total assets.

VIII. TRADING

- All securities purchased will be in the name of The Decatur Fireman Pension.
- All investments will be held by the custodian named by the Board of the Decatur Fireman Pension.

IX. LIQUIDITY

It is anticipated that the portfolio will be a “core” commitment to the stated objective above. Therefore, the day to day operational liquidity needs will be met outside of these investments.

X. FIXED INCOME SECURITIES (Unlimited)

Per the state of Illinois Pension Code (40 ILCS), the Portfolio may invest all of the following (complete list may be found in pension code section 113.1):

- A. Interest bearing direct obligations of the United States Government; interest bearing obligation to the extent that they are fully guaranteed or insured as to the payment of principal and interest by the United States; or other similar obligation of an agency of the United States (40 ILCS 5/1-113.2).
- B. Interest bearing savings account or certificates of deposit, issued by federally chartered banks, Illinois chartered banks or savings and loan associations, to the extent that the deposits are insured by agencies or instrumentalities of the federal government (40 ILCS 5/1-113.2).
- C. Contracts and Agreements supplements thereto providing for investments in the general account of a life insurance company authorized to do business in Illinois. (40 ILCS 1-113.2).
- D. Corporate Bonds managed through investment manager, bonds must be rated as investment grade by one of the 2 largest rating services at time of purchase. If subsequently downgraded below investment grade, must be liquidated within 90 days.

XI. OBJECTIVES FOR FIXED INCOME PORTFOLIO

Invest the assets in a high quality portfolio which seeks to:

- Preserve capital;
- Assure sufficient liquidity to meet anticipated needs;
- Avoid imprudent concentrations;
- Maximize total after tax return in relation to these guidelines and market conditions
- Provide fiduciary control of all investments and cash through the custodian appointed by the Board of the Decatur Fireman Pension (Amendment Senate Bill 3538; 40 ILCS/1-113.2 provision 14)

XII. LIMITATIONS ON INVESTMENT PERFORMANCE

The client acknowledges and agrees that the manager does not guarantee any minimum level of investment performance, the success of any investment decision or strategy that the manager may use, or the success of manager's overall management of the client assets and that the manager will not be liable for its failure to achieve any investment performance targets or goals set forth in this Investment Policy or otherwise articulated by the client.

XIII. REVIEW OF INVESTMENT POLICY STATEMENT

The investment policy statement will be reviewed on at least an annual basis to ensure it remains accurate and compliant with the State of Illinois Regulations.

This statement is adopted on NOVEMBER 2, 20 17

By

The Board of Trustees of the Fund whose signatures appear below:

Trustee

Trustee

Trustee

Trustee

Michael R. McDeh

President Pension Board

Robert J. Ruderman

John D. Gault

Secretary Pension Board

James R. Ohl

ACKNOWLEDGEMENT BY FIDUCIARY

By affixing our signatures below, we acknowledge that (a) we have read, understood, and agreed to adhere to the Board of Trustees Statement of Investment Policy attached hereto: (b) we are a Fiduciary with respect to the Fund under Illinois law including Section 1-101.1 (a) of the Code: (c) investment of the Fund are restricted to those investments permitted under the provisions of the Code applicable to the Fund, including 40 ILCS 5/1-113.2-113.4 thereof: and (d) all investments shall be made in the name of the Board of Trustees and shall be clearly held and accounted for to indicate ownership by the Board of Trustees.

Investment Consultant

[Signature]

Title

Sr. Vice President
Bretnitz Group

Firm

Raymond James

November 2, 2017

Date

Investment Manager

Mesirow Financial
Peter W. Hegel

Title Senior MANAGING Director

Firm

December 15, 2017

Date

Investment Manager

Larrie A. Hayek

Title Chief Compliance officer

Firm Argent Capital Management, LLC

January 5th, 2018

Date 1/5/2018

Investment Manager

Title

Firm

, 20

Date

Investment Manager

Title

Firm

_____, 20__

Date

Investment Manager

Title

Firm

_____, 20__

Date

Investment Manager

Title

Firm

_____, 20__

Date

City Clerk

DATE: 10/8/2018

MEMO: 2018-10

TO: Mayor Julie Moore Wolfe and City Council Members

FROM: Interim City Manager Billy Tyus

SUBJECT: Monthly Reports for September, 2018

ATTACHMENTS:

Description	Type
Fire, September, 2018	Cover Memo
Economic and Community Development	Cover Memo
Police, September, 2018	Cover Memo
Public Works, September, 2018	Cover Memo
IT, September, 2018	Cover Memo



DECATUR FIRE DEPARTMENT
MEMORANDUM
18-09

October 8, 2018

TO: Billy Tyus, Interim City Manager

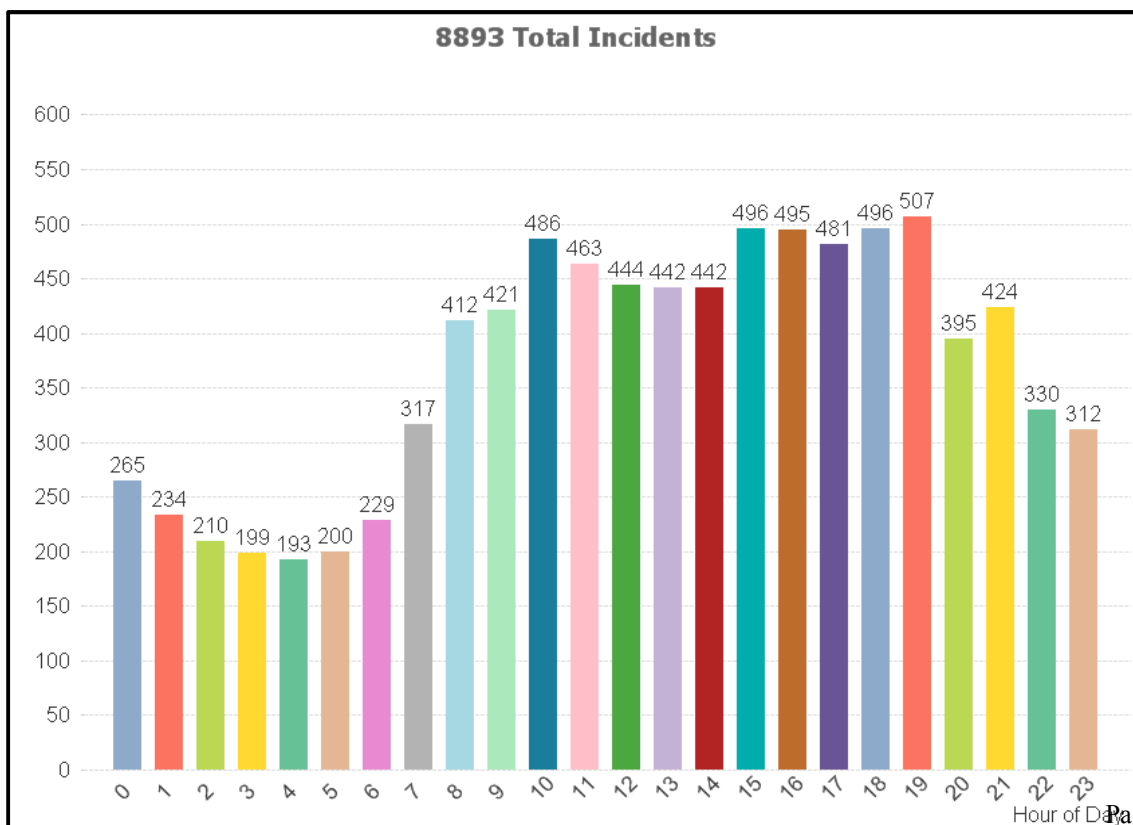
FROM: Jeff Abbott, Fire Chief

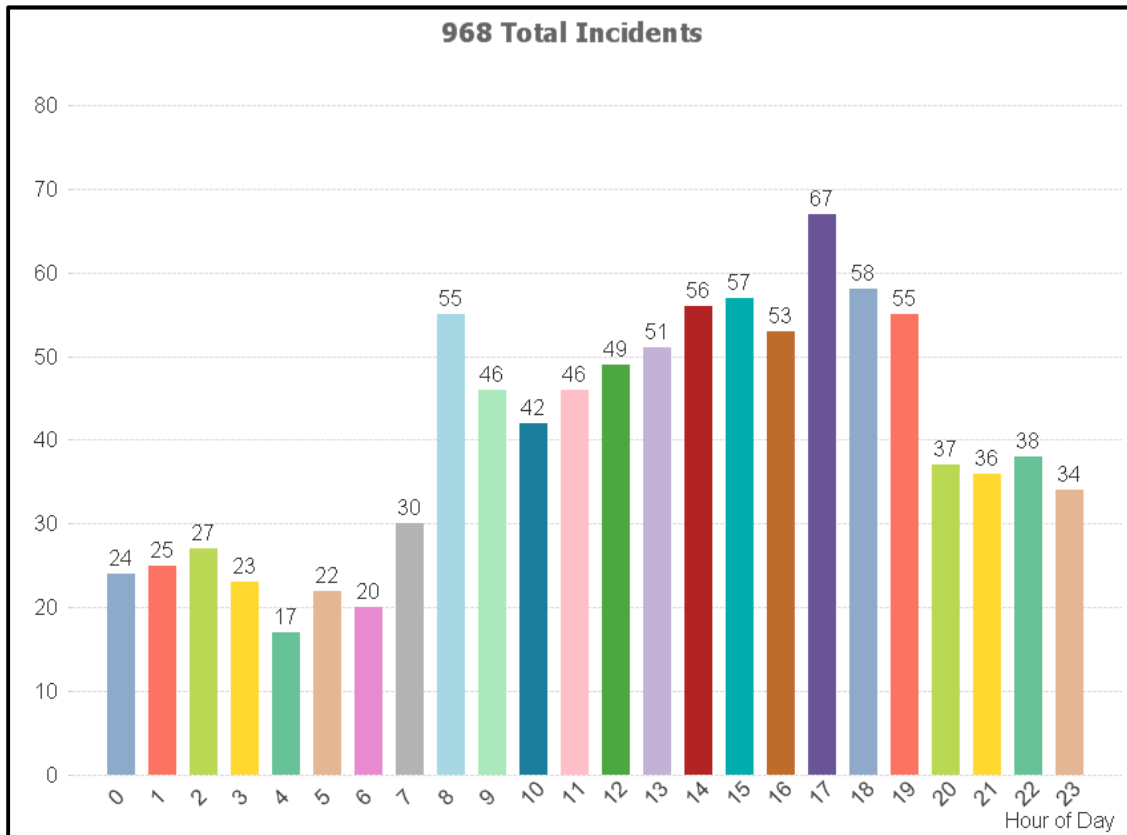
RE: Monthly Report – September 2018

The fire department responded to 968 alarms in September. To date the department has responded to 8893 alarms in 2018. The construction of the new station 5 is approved and set to begin in October. The phase 2 rehab has begun at Stations 1, 2, 4 & 6. This construction should be completed in December and is the final component of the rehab.

Land acquisition for stations 3 & 7 is still underway. Construction will begin on those stations once land is acquired. The new dispatch center is operational now, and we will begin updating our guidelines to coincide with the ordinance update approved by the council. We were delayed a month while the CIRDC moved into their new facility.

Several retirements occurred in September, and we are down 8 firefighter positions until the new firefighter list is complete. We expect to hire in February and send the new firefighters to the IFSI academy in March. They will not be on-shift and available to us until next May.





Training Division:

September included a wide variety of training, with the focus on vehicle extrication. Fire companies trained to keep up their skills in safely removing accident victims from entanglements of various types. Companies trained at Decatur Auto Parts on a mock set up of 2 vehicles entangled together, with a rescue 'dummy' planted inside posing as a victim. The drill focused on safely sizing up the scene, stabilizing the vehicles correctly, successfully removing the vehicle from the victim, and properly packaging the patient. Crews also were reminded to take into consideration all hazards associated with several types of accidents, including wires on vehicles, vehicles in rising water, etc. On shift days prior to this training at DAP, companies drilled on stabilizing a single vehicle on its side by using strut systems. This training was conducted at the Regional Training Center (RTC) located at Fire Station 2.

Companies also took part in a monthly SCBA donning & doffing drill, which was timed for proficiency. A decon drill was held on Sept 19 at DMH, which was a scenario that involved a school bus full of students accidentally being sprayed by a passing crop duster. The month closed out with a Technical Rescue Team drill conducted at the RTC, annual pump service testing of the department's apparatus and Fire 101 for Leadership. Fire 101 provided 18

members from the community with a basic knowledge of DFD's roles & responsibilities and the opportunity to don the full firefighting ensemble, to include SCBA, and experience fire behavior.

Development of the new Target Solutions on-line training site is progressing with the development of pertinent firefighting & EMS activities and continuing education coursework.

Fire Prevention Division:

The Fire Prevention Division investigated eleven (11) fires; four (4) ruled as Accidental; two (2) ruled as Incendiary; and four (4) were Undetermined. There were three (3) juvenile fire-setter interviews conducted in house. Fire Prevention delivered one evidence sample to the ISP lab in Springfield. There were 27 key box installations or removals for the month and seven (7) business inspections. Fire Prevention attended one meeting (Traffic & Parking), one annual three-day conference and one DNR class. We gave three (3) Fire Safety classes to the public, installed four (4) smoke / CO detectors and assessed fourteen (14) plan reviews.

**DEPARTMENT OF ECONOMIC & COMMUNITY DEVELOPMENT
MONTHLY REPORT
(SEPTEMBER, 2018)**

ECONOMIC DEVELOPMENT DIVISION

Staff had 17 new and separate inquiries in September for possible projects with 3 meetings related specifically to ongoing initiatives. We have ongoing Economic Development projects both in the planning stage and under way. Staff assisted in coordinating the review process for the proposed Community Care Center in Wabash Crossing area. There were 2 exciting ribbon cuttings in September, which were Decatur Memorial Hospital's Home Medical Equipment Office and Illinois Valley Glass. Several more ribbon cuttings are scheduled in October including AKORN on October 9th and Dali Bliss and Teran Elaine Photography on October 18th. As of last week, there were 1395 job listings in the Decatur, Illinois area on indeed.com, one of the leading national job search sites. Casey's General Store led the way with 88 jobs, DPS 61 with 49 jobs, ADM with 46 jobs, and DMH at 41 jobs. There are 5849 jobs listed on the Illinois Department of Employment Services website in the Central Illinois Region with the top three employers being Hospital Sisters Health System with 327 jobs, General Electric with 242 jobs, and State of Illinois with 235 jobs. There are also 215 jobs available at Abraham Lincoln Health Center, and 122 jobs at ADM region-wide.

PLANNING AND SUSTAINABILITY DIVISION

Staff typically process site plans, rezoning and conditional use permit requests, zoning variance applications, street and alley vacation requests, and subdivision plats submitted for compliance with local development regulations and ordinances. In September, staff in conjunction with other city departments reviewed 10 submittals which included five (5) site plans, four (4) plats, and one (1) zoning letter. Additionally, staff processed three (3) Plan Commission cases and one (1) Zoning Board of Appeals case.

For the Decatur Urbanized Area Transportation Study (DUATS), staff submitted the final FY 2019-2022 TIP (Transportation Improvement Program) document to IDOT and IDOT approved and executed DUATS 3-C agreement with the City of Decatur.

BUILDING INSPECTIONS DIVISION

We issued a total of 91 permits with a total work value of \$12,819,721. Of those, we had nine (9) permits each with a value of over \$200,000 (Auto Service Center on East Eldorado Street; ADM Interior Remodel on East Parkway; Kelly Construction on North 27th Street; four (4) renovations for Decatur Fire Stations - Business South 51; North 22nd Street; North Water Street; and East William Street; Renaissance Church on North Water Street; Community Care Campus Dormitory on East Central Avenue). There were no new home permits.

PERMIT TYPE	# ISSUED	WORK VALUE
Building	25	\$12,231,834
Demolition	4	12,611
Electrical	22	336,409
Mechanical	16	104,382
Other	10	103,630
Plumbing	13	14,855
Sign	1	16,000
Tent	0	0
TOTAL	91	\$12,819,721

NEIGHBORHOOD SERVICES DIVISION

- Staff continued to prepare special reports for loans. Collections continue on delinquent accounts.
- Staff continued to qualify homeowners for the Residential Rehabilitation program.
- Staff prepared environmental reports for residential rehab, infrastructure projects and potential replacement projects.
- Staff worked with HUD staff on outstanding issues: 70% low-mod benefit, conflict of interest, annual reporting/submittals and other requests.
- Staff continued working with the Engineering Department on the CDBG Sidewalk project.
- Staff held its 3rd City wide Cleanup event of the year. The last event for the year will be held in October.
- Staff is working with business called “Secure through Paint”. It’s an idea of beautification of vacant houses through painting and replacement of windows with paintings.
- Project READ and Good Samaritan Inn continue to service City of Decatur residents through our CDBG Education and Training grants.
- Staff is preparing homeowner education classes to be held within the next few months. Topics will include: “Benefits of Homeownership---Budgeting, saving and keeping records”, “Maintaining your home” and “Being a part of your community”
- Staff continued to explore the feasibility of applying for 2019 Safe Routes to School grant. Collaboration with DPS61 is required.
- Staff continued monitoring of rental property inventory.
- Staff attended meetings with outside agencies.
-

MASS TRANSIT DIVISION

- Staff participated in two conference calls with representatives of MV Transit relative to the Triennial Review and Findings...EEO policy and Drug and Alcohol.

- Provided information to the City Auditors
- Met with Nursing Home Administrator regarding eligibility protocol for Paratransit program.
- Staff advertised an RFP for security cameras and video equipment and held a pre-bid meeting with prospective bidders.
- Updated information into Federal Transit Administration's (FTA's) grant management website for Transit projects that are listed in the (TIP) Transportation Improvement plan.
- Staff received the Downstate Operating Assistance program agreement from IDOT for funding 65% of Transit's operation. The agreement will be considered by City Council in October.
- Transit was awarded \$4.6 million through the FTA's 5339 Bus and Bus facilities grant for purchase of new buses.

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 September.

ATTACHMENT

**NEIGHBORHOOD INSPECTIONS DIVISION
MONTHLY REPORT
SEPTEMBER 2018**

NEW CASES	
Health & Safety (72 Hour)	96
Direct to Legal (Repeat Offenders)	4
Housing and Unfit	8
No Garbage Service	12
Nuisance	115
Secure of Abandoned Buildings	7
Weeds	529
TOTAL	771

RE-INSPECTION VISITS	
Code Enforcement	585
Weeds	492
TOTAL	1077

CASES SENT TO LEGAL FOR COURT	
Code Enforcement	64
Weeds	170

WEED ABATEMENT	
City Mowed - MCT lots	1
Owner Mowed	67
MCT Lots - Contractor Mowed	440
TOTAL	508

DEMOLITIONS	
New Cases	0
Sent to Legal	2
Sent to Council	0
Out to Bid	0
Contracts Granted	0
Contract Amount	0.00
Permits Issued	0
Permits Finaled	0
Active Demolitions	123

GARBAGE SERVICE COMPLAINTS	
Received	5

INVOICES*	
New Invoices	198
Dollar Amount	\$61,156.42

PAYMENTS RECEIVED**	
Weeds (Year-to-date)	\$4,677.99

* 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 ILLINOIS POLICE DEPARTMENT

TO: Mayor Julie Moore-Wolfe
City Council Members
Interim City Manager Billy Tyus

FROM: James E. Getz Jr., Chief of Police 

RE: September 2018 Monthly Report

STAFFING

Sworn Police Officer Staffing

The Decatur Police Department has 162 authorized sworn police positions. At the end of September 2018, staffing was at 155. Current staffing for the Decatur Police Department is as follows:

<u>Position</u>	<u>Authorized</u>	<u>Funded</u>	<u>Current</u>
Police Chief	1	1	1
Deputy Chief	3	3	3
Police Lieutenant	4	4	4
Police Sergeant	17	17	17
Police Patrol Officer	137	133	130
TOTAL	162	158	155

Civilian-Non Sworn Police Staffing: 10

<u>Position</u>	<u>Authorized</u>	<u>Funded</u>	<u>Current</u>
Administrative Secretary	1	1	1
Senior Crime Analyst	1	1	1
Crime Analyst	1	1	1
Sr. Clerk Typist	2	2	2
Records Supervisor	1	1	1
Parking Enforcement	2	2	2
Part-time FOIA Officer	2	2	2
Total	10	10	10

System Administrator, Duane Richards works out of the Police Department but is staffed under MIS.

PATROL DIVISION

<u>Function</u>	<u>Month</u>	<u>YTD</u>
Community Meetings	3	43
Directed Patrols	30	325
Active Problem Oriented Policing Projects	0	0
Completed Problem Oriented Policing Projects	0	0
Parking Citations	83	608
Criminal Arrests	389	3414
Felony Drug Arrests	17	176
Firearms Seized	11	93
Traffic Citations	691	5537
Field Interviews	78	642
Written Warnings	251	3219
Calls for Service/CAD incidents	***	36109
Unlawful use of Motor Vehicle tows	151	1185
Driving Under the Influence Arrests (DUI)	46	272
DUI involving accidents	14	79
Fatal Accidents	0	3
Traffic Accidents	259	2094
Accidents with Personal Injury	49	351
City Ordinances Arrests	53	467

*** Unable to Provide Calls For Service due to Communication Center Change Over. Believe we should start getting this again next month.

Distracted Driving Enforcement-

Electronic Communication Device Citations:

<u>State Citations</u>	<u>YTD</u>	<u>Warning Citations</u>	<u>YTD</u>
9	149	11	134

CRIMINAL INVESTIGATIONS DIVISION

Street Crimes: Drug Seizures for the month:

<u>Drug</u>	<u>Amount</u>	<u>YTD Seizure</u>	<u>Street Value</u>
Cannabis	1294 grams	44383 grams @ \$10-gram	\$443,830
Cocaine-Powder	29 grams	2813 grams @ \$100-gram	\$281,300
Cocaine-Crack	5 grams	307 grams @ \$100-gram	\$30,700
Heroin	2 grams	128 grams @ \$300-gram	\$38,400
Ecstasy	26 hits	30 @ 20 hit	\$600
Meth	73 grams	1183 grams @ 100-gram	\$118,300
K-2/Pills:	244	3357	
Search Warrants: 2		YTD: 26	
US Currency Seized: \$17,997		YTD: \$270,710	
Firearms seized: 1		YTD: 24	
Vehicles seized: 0		YTD: 6	

Criminal Investigations (Adult & Juvenile Detectives):

New cases assigned: 148	YTD: 1105
Cases closed/resolved: 82	YTD: 586
Criminal Arrests: 48	YTD: 432
Homicides: 2	YTD: 7
Infant Death Investigations: 0	YTD: 1
Suicide Detective Investigations: 0	YTD: 5
Missing Person Investigations: 27	YTD: 103
Computer forensic Exams: 1	YTD: 30
Sex Offenders Registered: 101	YTD: 682

A Detective has been assigned to the US Marshals Service Task Force, with a yearly review between the US Marshals Service and Decatur Police Administration to ensure effectiveness. This partnership allows for quicker apprehension of fugitives within the Decatur/ Macon County region and allows for more government resources in the pursuit of major fugitives.

Fugitive Arrests: 25	YTD fugitive arrests: 246
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Freedom of Information (FOIA)

The Professional Standards Unit received 233 Freedom of Information Act requests for the month.

Total requests YTD in 2018- 2352

**Public Works Department
Monthly Activity Report
September 2018**

Engineering:

McKinley Avenue Sewer Rehabilitation: This project was approximately 50% designed by BGM & Associates (now Chastain & Associates) in 2015-16. The condition is considerably worse than originally estimated in the master plan that was completed 5 years ago. An engineering agreement was approved by Council on August 7, 2017, to complete the design for this project and potentially let bids in early 2019.

2018 State MFT Street Improvement Project: Two bids were received but both were rejected due to the plans missing a critical pay item to repave Airport Rd between Rt. 36 and Country Club Rd. The project was rebid and awarded to Dunn Company on July 16. The work is substantially complete.

2018 City MFT Street Improvement Project: The asphalt street reconstruction portion of this project was awarded to Dunn Company on May 7 with the notice to proceed provided on May 17. Dunn has completed all specified work.

2018 City MFT Street Improvement Project -County Fair Drive: The County Fair Drive Replacement was advertised on July 11 with bids received July 25. The bid specifications allowed an equivalent concrete or asphalt section of pavement. Four bids were received, 3 provided bids for the concrete option and 1 providing a bid for the asphalt option. Dunn Co provided the lowest responsive bid selecting the asphalt option. The project was presented and awarded on August 6, 2018. The existing pavement is removed and all storm inlets are modified to meet the new road profile. Subbase modification is scheduled to begin October 13, 2018.

Nelson Park Neighborhood Storm Drainage Improvements: This project was designed by Blank, Wesselink, Cook & Associates. The project is funded through a low interest loan from the IEPA. Bids were opened on March 30, 2017, and approved by Council on April 17, 2017.

The IEPA has approved the loan and the project. Work started May 30, 2017. All storm sewer is installed and street reconstruction is ongoing by Dunn Co/Rhodes. Project completion is expected in late 2018.

2018 Water Main Replacement Project: The project was designed by City staff and bids were opened on April 25. Council approved the contract with Burdick Plumbing and Heating on May 7. The project commenced in June in the neighborhood west of MacArthur High School. Burdick started the watermain replacement at Grand and Summit and has completed approx. 6,500 feet of the 11,500 feet of pipe.

2018 DPTS Bus Shelter Pads: The project is a joint project with Transit utilizing federal funds for the upgrade and replacement of bus stops/shelters at 12 locations. The project was awarded to Kenny Construction by Council on July 2. The project is complete.

2018 Trenchless Long Lining Repairs: The project is the annual cured-in-place small diameter lining project for the sanitary and storm sewer systems. It was advertised May 30 and bids were open on June 20. The project was awarded to Insituform by Council on July 2. Insituform has started and completed approx. 25% of the project. The project is scheduled to be completed by early December.

Lake House Parking and Pier Improvements: The lake house parking and pier improvement project was advertised on July 25 with bids scheduled to be received on August 9. The project consists of repaving the parking lot and replacing the concrete and fence on the pier. The project is on hold and is scheduled to be bid next spring.

MUNICIPAL SERVICES MONTHLY DATA 09/03/18 – 09/28/18

TASKS	QUANTITY	MANHOURS	OTHER INFO
Sewer Cleaning	37,244 lin. ft.	167 hours	
Paint Striping	182,289 ft.	214 hours	
Potholes Patched	1,797 each	155.5 hours	
72 Hour Cleanups	69 each	66.5 hrs.	
Street Sweeping	644.5 miles	440 hours	

**Water Production Division
Monthly Activity Report
September 2018**

Lake Decatur Dredging Basins 1 through 4: Dredging continued and construction work to increase the height of the Oakley sediment storage berms was completed. Since Great Lakes Dredge & Dock began dredging in November 2014, a total of 10,102,440 cubic yards of sediment has been removed from the lake, which is 94% of the contract amount, including over dredging, or 49 days of additional water supply.

Lake Decatur Landscape Maintenance: This year's project at the north side of the William Street Bridge was completed by Homer Tree Care in July.

Lake Services: Continued mowing, trash/debris removal, facilities maintenance, barge deliveries and dredging contractor coordination and monitoring. Lake Patrol operations ended for the season. Assisted several organizations with lake events.

South Water Treatment Plant East Clarifiers to Claricones Conversion: Crawford, Murphy & Tilly has completed 99.9% of the engineering and bid specifications. This project is on hold pending the completion of the proposed Long Term Water Utility Sustainability Plan in late 2019.

Water Administration: Completed proposed FY 2019 water capital project budget worksheets and engineering services agreement negotiations for Additional Water Supply Plan. Began Lake Decatur Dam Emergency Action Plan update and Mt. Zion water agreement renewal process.

Evaluated Long Term Water Utility Sustainability Plan proposals. Continued assisting UI professor and associates with water quality engineering class project on South Water Treatment Plant improvements.

Water Production: The level of Lake Decatur was maintained at an average of 614.24 feet above mean sea level (97% full) which was above normal for October due to plentiful rainfall. 599.99 million gallons of potable water were pumped to customers which was 2.84% more than September 2017. Staff attended the Illinois Potable Water Supply Operators Association annual conference. Began semi-annual clarifier basin washouts, repairs and preventative maintenance.

Monthly Report of Priorities and Projects
Information Technology Department
Fiscal Year 2018
September

This month, Information Technology Department (IT) staff completed the following notable work:

- City Fiber Phase 4 (Millikin)– IDOT permits obtained. Engineering work completed on September 28th. Railroad crossing permit still not received but anticipate having in two weeks. Digging and underground boring will begin in October.
- City Staff has decided to leverage our current provider, Call One, for phone line carrier services utilizing a technology called Session Initiation Protocol (SIP) and is working to finalize contracts for Council review in October. Estimating savings to the City to be \$1,500 per month.
- Quote to purchase phones and related equipment to bring the Public Library onto the City Phone System were finalized and equipment will be ordered in October. This project will reduce Library phone expenses by more than \$1,300 per month.
- Completed zero base budget for IT department including recommendations for IT Large Capital improvement projects.
- Currently evaluating all Cellphone accounts to combine services into larger contracts utilizing shared minutes. Expense reduction estimates are still being developed.
- City pole cameras were assessed in September. Working to estimate cost to upgrade and/or relocate several City cameras.
- Upgraded and expanded Police Department video storage to 200 TB (terabyte) of data storage. This storage is dedicated to Police and includes a 200 TB backup storage layer for data integrity and protection.
- City Computer Systems Security audit completed. Recommended patching and updates applied.
- IT worked with Payroll to produce detail payroll data required for the new Police contract. Over 40 IT manhours spent to create and qualify the required data extracts.
- IT Development staff is continuing to overhaul the way the Building Permit Application processes payments. Completion date for this project pushed to the end of October due to resource availability.
- IT Development staff continued working with the Economic Development Department (ECD) to begin using a City Application called Leave Request which tracks time off requests and manages approval workflow.
- In September, IT processed 82 Help Desk tickets, resolving 39 on initial call (48.1% First Call Resolution Rate). Out of the 82 tickets logged, 3 service surveys were returned which all were classed as “exceptional” service.