



**Monday, May 16, 2022
5:30 PM
City Council Chambers**

CITY COUNCIL AGENDA

I. Call to Order

1. Roll Call
2. Pledge of Allegiance

II. Appearance of Citizens

Policy relative to Appearance of Citizens:

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

III. Approval of Minutes

Approval of Minutes of May 2, 2022 City Council Meeting

IV. Unfinished Business

V. New Business

1. Treasurer's Financial Report
2. Resolution Authorizing ARPA Expenditures for the Owner-Occupied Rehabilitation Program
3. Resolution Authorizing the City Manager to Enter into an Agreement with Land of Lincoln Credit Union for Property Rehabilitation Program Services
4. Resolution Accepting the Bid and Authorizing the Work of Overhead Garage Door Repairs for Transit Facilities
5. Resolution Approving an Intergovernmental Agreement between the City of Decatur, Emergency Telephone System Board, and Central Illinois Regional Dispatch Center to Allow CIRDC to Construct a Communications Tower on City Property
6. Resolution Accepting the Bid and Authorizing the Execution of a Contract with Clippers Lawn and Landscaping Inc. for 2021 Lake Grove Club Retaining Wall, City Project 2021-20
7. Ordinance Amending City Code, Chapter 38, Stormwater Ordinance
8. Ordinance Amending City Code, Chapter 41, Miscellaneous Street Regulations

9. Ordinance Adding City Code, Chapter 55.1 Mobile Food Units, Temporary Vendor Stands and Food and Beverage Carts
10. Ordinance Amending City Code, Chapter 67, Building Code

VI. Other Business

VII. Adjournment

Monthly Reports, April, 2022

SUBJECT: Approval of Minutes of May 2, 2022 City Council Meeting

ATTACHMENTS:

Description

Type

Minutes of May 2, 2022 City Council Meeting

Backup Material

CITY COUNCIL MINUTES
Monday, May 2, 2022

On Monday, May 2, 2022, 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 Dennis Cooper, Lisa Gregory, David Horn, Chuck Kuhle, Bill Faber and Ed Culp. Mayor Moore Wolfe declared a quorum present.

City Manager Scot Wrighton attended the meeting as well.

Mayor Moore Wolfe led the Pledge of Allegiance.

Ms. Darla Weltmer presented a Proclamation proclaiming May 2022, “GFWC Decatur Women’s Club Month.”

Mayor Moore Wolfe called for Appearance of Citizens and the following citizens provided comments to the Council: Abeer Motan, Jim Taylor and Evyonne Hawkins.

Mayor Moore Wolfe called for Approval of the Minutes.

The minutes of the April 11, 2022, Special City Council meeting were presented. Councilwoman Gregory moved the minutes be approved as written; seconded by Councilman Kuhle and on call of the roll, Council members Dennis Cooper, Lisa Gregory, David Horn, Chuck Kuhle, Bill Faber, Ed Culp and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the motion carried.

The minutes of the April 18, 2022, Regular City Council meeting were presented. Councilwoman Gregory moved the minutes be approved as written; seconded by Councilman Kuhle and on call of the roll, Council members Dennis Cooper, Lisa Gregory, David Horn, Chuck Kuhle, Bill Faber, Ed Culp and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the motion carried.

Mayor Moore Wolfe called for Unfinished Business.

2022-22 Ordinance Granting a Conditional Use Permit in the M-2 Heavy Industrial District to allow for an Automotive Salvage Operations at 3696 Greenswitch Road, was presented. Councilwoman Gregory moved to remove the item from the table, seconded by Councilman Kuhle.

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

Councilwoman Gregory moved the Ordinance do pass, seconded by Councilman Kuhle.

Mr. Greg Crowe, Assistant Director of Economic and Community Development gave an overview of the Ordinance and answered questions from Council members regarding the modified language to the Conditional Use Permit Ordinance.

Councilwoman Gregory made a motion to amend the Ordinance by adding the following language to the Conditional Use Permit Ordinance: The petitioner, Shaner's Towing and Tire Inc., shall provide the City Economic and Community Development Department a bi-annual report on June 30 and December 31 of each year, detailing monthly, the previous 6 months intake of salvage cars and the amount of cars actually salvaged and removed from the site. The intake of salvage cars shall not be greater than the amount of cars actually salvaged and removed from the site for any 6-month period, seconded by Councilman Kuhle.

Council continued their discussion with the language in the Conditional Use Permit.

Mr. Shane McDermith, owner of Shaner's Towing and Tire Inc., spoke about the requirements of the Conditional Use Permit.

Mr. Joe Devereaux, spoke in opposition of the Conditional Use Permit.

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

Mr. David Ellison, attorney for Shaner's Towing and Tire Inc. spoke in support of the Conditional Use Permit.

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

R2022-73 Resolution Authorizing a Professional Engineering Services Agreement with INTERA Inc. for Vulcan Pit, Rhodes Landfill and Source Water Protection Plan, City Project 2022-22, was presented. Councilwoman Gregory moved the Resolution do pass, seconded by Councilman Kuhle.

City Manager Wrighton gave an overview of the Resolution and responded to Council members' comments regarding INTERA's recommendations.

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

R2022-74 Resolution Accepting the Bid Authorizing the Execution of a Contract with Entler Co, Inc. for 2022 Miscellaneous Sanitary and Storm Sewer Improvement Project, City Project 2022-09, was presented. Councilwoman Gregory moved the Resolution do pass, seconded by Councilman Kuhle.

Mr. Matt Newell, Public Works Director, gave an overview of the Resolution.

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

R2022-75 Resolution Accepting the Bid and Authorizing the Execution of a Contract with E.L. Pruitt Co. for 2022 Storm Drainage Improvement Project, was presented. Councilwoman Gregory moved the Resolution do pass, seconded by Councilman Kuhle.

Mr. Matt Newell, Public Works Director, gave an overview of the Resolution.

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

R2022-76 Resolution to Appropriate Motor Fuel Tax Funds for Restoration of Streets and Highways by Municipality under the Illinois Highway Code, City Project 2022-08, Asphalt, was presented. Councilwoman Gregory moved the Resolution do pass, seconded by Councilman Kuhle.

Mr. Matt Newell, Public Works Director, gave an overview of the Resolution.

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

R2022-77 Resolution to Appropriate Motor Fuel Tax Funds for Restoration of Streets and Highways by Municipality under the Illinois Highway Code, City Project 2022-11, Concrete, was presented. Councilwoman Gregory moved the Resolution do pass, seconded by Councilman Kuhle.

Mr. Matt Newell, Public Works Director, gave an overview of the Resolution.

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

R2022-78 Resolution Authorizing Support Services Agreement with Concentric Integration, LLC for South Water Treatment Plant SCADA System, was presented. Councilwoman Gregory moved the Resolution do pass, seconded by Councilman Kuhle.

Mr. Matt Newell, Public Works Director, gave an overview of the Resolution.

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

R2022-79 Resolution Authorizing Approval to Renew Annual License and Support Agreement from Tyler Technologies, Inc for the MUNIS Enterprise Financial Software Suite, was presented. Councilwoman Gregory moved the Resolution do pass, seconded by Councilman Kuhle.

City Manager Wrighton gave an overview of the Resolution.

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

R2022-80 Resolution Accepting Bodine Communications Change Order #3 related to the Original Bodine Bid for Underground Fiber Construction of Fiber Extensions, Resolution # R2021-73, to Provide a 2,552 foot City Fiber Extension down South State Route 51, 2021 Fiber Project Number ITFIBER-01, was presented. Councilwoman Gregory moved the Resolution do pass, seconded by Councilman Kuhle.

City Manager Wrighton gave an overview of the Resolution.

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

R2022-81 Resolution Authorizing the Lighting Upgrade Project for the Decatur Police Department Facilities, was presented. Councilwoman Gregory moved the Resolution do pass, seconded by Councilman Kuhle.

City Manager Wrighton gave an overview of the Resolution.

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

Receiving and Filing of Minutes of Boards and Commissions, was presented. Councilwoman Gregory moved the item do pass, seconded by Councilman Kuhle.

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

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

The Mayor's State of the City Breakfast will be held on Friday, May 6, 2022, at 7:00 a.m. The proposed Food Truck Ordinance will be brought to the next City Council meeting for consideration pending any legal issues. Council members held a discussion regarding a couple of citizens wishing to name the downtown park between North and William Streets after Decatur native, Preston Jackson.

With no Other Business, Mayor Moore Wolfe called for Recess to Closed Executive Session at 6:54 p.m. under Open Meetings Act Section (2)(c)(1) the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body and (2)(c)(5) the Purchase or Lease of Real Property for the Use of the Public Body.

Councilwoman Gregory moved to Recess to Closed Executive Session, seconded by Councilman Kuhle and on call of the roll, Council members Dennis Cooper, Lisa Gregory, David Horn, Chuck Kuhle, Bill Faber, Ed Culp and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the motion carried.

Council returned to the regular City Council meeting following Closed Executive Session at 7:54 p.m. Councilwoman Gregory moved the regular meeting be adjourned; seconded by Councilman Kuhle. All were in favor by voicing no objections.

Mayor Moore Wolfe declared the regular Council meeting adjourned at 7:54 p.m.

Approved _____
Kim Althoff
City Clerk

SUBJECT: Treasurer's Financial Report

ATTACHMENTS:

Description	Type
Treasurer's Financial Report Commentary	Backup Material
Treasurer's Financial Report Data	Backup Material



CITY OF DECATUR ILLINOIS

ONE GARY K. ANDERSON PLAZA

DECATUR, ILLINOIS 62523

Treasurers Financial Report April 2022

The Year in Play

The total adopted budget for fiscal year 2022 authorizes \$253.3 million in expenditures against \$256.5 million in authorized revenues, representing an in-period cash basis surplus of \$3.2 million.

The General Fund budget, as a part of the adopted City budget, includes General Fund Revenue of \$78.2 million and Expense of \$78.2 million, representing an in-period balanced budget.

City Financial Position

The City of Decatur ended April 2022 with a total cash position of \$115.5 million (excluding trust and agency funds earmarked for Police and Fire pensions) versus the cash position of \$89.5 as of the end of March. The reason for the large increase is \$25 million in bond revenue intended for use in water and sewer projects.

The City General Fund ended April 2022 with a cash position of \$19.1 million versus the March cash position of \$18.6 million. The General Fund is the primary operating fund of the City which provides the cash to pay for the basic services to citizens and stakeholders, including public safety protection, public works services, code enforcement, economic and community development services as well as general government service.

The General Fund cash reserve position at the end of April is \$19.1 million, which is 89 days of budgeted fiscal year 2022 expense coverage in the City General Fund. The council approved cash reserve policy is a 60-day cash reserve or with current budget expenses, which is about \$13 million.

The current General Fund cash position is showing a positive revenue trend, combined with vacancy savings, leading to the increase in our cash balance. Operating expenses are also below budgeted projections, but this is before the peak road work season, and spending on streets and roads will increase later in the spring and through fall.

City cash at the end of April, excluding the General Fund cash position is about \$115.5 million. It is contained in Special Revenue funds (\$14.7 million), TIF Redevelopment funds (\$2.7 million), Capital funds (\$5.9 million), Debt Service fund (\$.2 million), Internal Service funds (\$4.3 million) and Enterprise funds (\$68.3 million), which are earmarked for specific purpose and not expendable to finance the cost of basic services provided to citizens and stakeholders.

Fund Type	Feb-22	Mar-22	Apr-22	Comment
Special Revenue	14.1	15.1	14.7	Library, State MFT, Local MFT, Federal programs, etc.
TIF Redevelopment	2.7	2.7	2.7	Debt service and redevelopment agreement obligations
Capital	6.3	5.9	5.9	Capital funding available
Debt	0.2	0.2	0.2	Debt service obligations
Internal Service	3.9	4.6	4.3	Risk insurance, EE healthcare benefits, Fleet maintenance
Enterprise	39.8	42.1	68.3	Utilities – Water, Sewer, Storm Water, Transit, Recycling, Fiber
Non-General Fund	67	70.6	96.1	
General Fund	17.5	18.6	19.1	Basic services to citizens and stakeholders
Total City Cash	84.7	89.5	115.5	

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

Changes of note in the period:

- \$25 million in bond revenues were recorded in Fund 89, the Water Bond Fund. This is the same fund that held the bond funds for the dredging of Lake Decatur. This fund will hold the bond revenues for the purpose of long term sewer and water projects.
- While Public Transit (Fund 70) is in a negative cash position; pending the receipt of state and federal grants, the deficit is \$1.5 million. Both state and federal granting agencies are on different fiscal year timelines than the City.
- The Community Development Block Grant Fund has a negative fund balance. Expense activity in this fund is reimbursable from the federal government, and this fund will often have a negative balance due to the timing of activity and reimbursements.
- April has three pay periods that happen to fall two weeks apart on the 1st, 15th, and the 29th, so personnel costs will be higher. Most months only have two pay periods.
- Approximately \$515,000 has been spent year-to-date from remaining ARP funds in Fund 99 according to the budgeted spending plan. The majority, \$200,000 was to the Children's Museum and the Dove Assistance Program. The ARP funds transferred out in FY2021 to water, sewer, and community development are being spent for their respective projects out of those funds.
- The Water Funds increased its cash balance (\$1.6 million) as a result of revenues exceeding in period expenses; the sewer fund increased (\$0.2 million) as in period sewer revenues exceeded in period operating and capital expenditures, the storm water fund balance increased (\$.1 million) as revenues exceeded expenses.

General Fund Position

Cash

The City General fund cash position ended March at \$18.6 million, and ended April at \$19.1. The current cash balance represents a cash reserve position of about 89 days. At the current budget for FY2022, each quarter million dollars increase in cash reserve is about one additional day of reserve.

General Fund Result

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

\$(000)	Budget(4)	Year to Date(1)	Budget Target(2)	% vs Target(3)
Revenue	78,200	24,255	19,943	18%
Expense	78,200	21,112	20,003	5%
Surplus	-	3,143	(420)	

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 from Council Adoption

General Fund Revenue

Revenue to date through the period is \$24.2 million versus budget to date revenue of \$19.5 million, above budget by \$4 million or 18%.

Year to date position of revenue vs. budget

GENERAL GOV TAXES	Actual YTD	Budget YTD	vs Budget	% vs Budget
PROPERTY TAX	-	-	-	-
MOBILE HOME PRIVELEGE TAX	-	-	-	-
STATE SALES TAX	4,268,929	3,854,604	414,325	10%
TELEPHONE UTILITY TAX	387,657	474,600	(86,943)	-22%
FOOD & BEVERAGE TAX	1,177,616	1,002,100	175,516	15%
HOTEL AND MOTEL TAX	274,700	185,300	89,400	33%
LOCAL SALES TAX	4,052,011	3,376,901	675,110	17%
AVIATION FUEL TAX	3,318	-	3,318	100%
LOCAL USE TAX	1,001,967	1,100,700	(98,733)	-10%
AUTO RENTAL TAX	13,723	13,000	723	5%
UTILITY TAX - ELECTRIC & GAS	2,075,963	1,670,600	405,363	20%
VIDEO GAMING TAX	716,933	800,000	464,333	-12%
CABLE TV TAX	261,734	252,600	9,134	3%
Sub Total	14,234,551	12,730,405	2,051,546	89%

GENERAL GOVERNMENT (INTERGOV)				
LOCAL REPLACEMENT TAX	-	-	-	
STATE REPLACEMENT TAX	1,464,732	380,202	1,084,530	74%
STATE INCOME TAX	3,787,774	2,731,500	1,056,274	28%
FEDERAL GRANTS	150,070	128,853	21,217	14%
STATE GRANTS OR OTHER	-	8,333	(8,333)	
POLICE OT REIMBURSEMENTS	24,024	30,000	(5,976)	-25%
CANNABIS TAX	40,987	28,000	12,987	32%
Sub Total	5,467,587	3,306,888	2,160,698	40%
GENERAL GOVERNMENT (SERVICE)				
Sub Total	2,778,260	2,070,066	708,194	25%
GENERAL GOV LICENSES/PERMITS				
Sub Total	470,471	410,063	60,409	13%
GENERAL GOV OTHER				
Sub Total	1,304,842	1,434,572	(129,730)	-10%
General Fund Total (year-to-date)	24,255,711	19,943,152	4,312,559	18%

Revenue numbers may not add due to rounding

Revenue Comments (of significant revenue matters)

- Property tax revenues are not disbursed until June. Please bear in mind that the budget projections peak in mid-year when property taxes come in.
- The property tax levy amounts were finalized by the County Clerk. This report has the exact billed amounts.
- Local and state economic indicator taxes, which are distributed with a 1-3 month lag between merchant collection and distribution to the city are now showing FY22 actuals, that is, purchases made by consumers in January of this year.
- The Local Use Tax, which is a tax imposed on the privilege of using, in Illinois, any item of tangible personal property that is purchased anywhere at retail, is coming in under budget.
- Video Gaming Tax is coming in slightly under budget so far this year.
- Cable TV tax shows a trending two year reduction in revenues, and FY2022 revenues may be less than budgeted at the end of the year.

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

Key General Fund revenues supporting General Fund expenses are presented in the chart below depicting the full year budget, year-to-date revenue received, with comparison to the full year budget and prior year revenue receipt. Note, video gaming tax shows a large percent increase year over year because in 2021 facilities were shut down for a period.

	2022 Budget	2022 YTD	YTD % of budget	2021 YTD	% Change year vs year
State Sales Tax	12,556,000	4,268,929	34.0%	3,795,310	12.5%
Local Sales Tax	11,521,000	4,052,011	35.2%	3,372,957	20.1%
State Income Tax	9,958,000	3,787,774	38.0%	3,186,199	18.9%
Utility Tax (Gas/Electric)	4,925,000	2,075,963	42.2%	1,758,467	18.1%
Food & Beverage Tax	3,651,000	1,177,616	32.3%	1,065,187	10.6%
State Local Use Tax	3,199,000	4,052,011	126.7%	1,296,925	212.4%
Video Gaming Tax	2,400,000	716,933	29.9%	346,994	106.6%
State Replacement Tax	1,557,000	1,464,732	94.1%	576,341	154.1%
Hotel Use Tax	849,000	274,700	32.4%	192,346	42.8%
Cable TV Tax	1,127,000	261,734	23.2%	378,999	-30.9%

General Fund Expense Comments

On a year-to-date basis, general fund spending of \$15.8 million is below budget by about \$1.2 million. Overall, we are about 25% of our yearly expense budget at the end of the first quarter hitting that target, however, there are large pension fund contributions of about \$4 million dollars overall scheduled for July and September of the fiscal year.

Year to date position of expense vs. budget

Expense numbers may not add due to rounding

	Actual	Yearly Budget	vs Yearly Budget	% of Budget
General Government	2,732,629	10,639,045	7,906,416	35%
Developmental Services	1,096,902	4,171,895	3,074,993	36%
Public Safety	13,897,263	52,486,559	38,589,296	36%
Public Works	3,385,385	10,902,501	7,517,116	45%
General Fund Expense	21,112,180	78,200,000	57,087,821	37%

Year-to-date, personnel expenses are below budget by about \$800,000, operating expense below budget by about \$300,000 thousand.

Of the 393 budgeted general fund staffing positions that are full-time, 370 have been filled as of the end of the reporting period. Total full-time staffing is 455 budgeted positions, of which 420 are filled. Vacant positions account for the majority of personnel expenses being below budget.

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

Fund	Fund Balance	Comment
Federal HOME	180,878	Federally approved programs
Federal CDBG	(19,199)	
State Drug Enforcement	286,712	Police programs
Federal DUI Drug Enforcement	296,462	Police programs
Building Fund	234,924	R&M and capital of Library facility
Public Library	841,580	Operational fund of Library
Library Capital	533,508	Capital Expense requirements and cash reserves
Library Trust	120,633	Donations received in trust for specific purpose as defined by the donors and unavailable for other use
Local Roads and Streets	921,181	Street repairs and maintenance
Motor Fuel Tax	5,284,047	Street repairs and maintenance

Fund	Fund Balance	Comment
Community Revitalization	4,937,130	Revitalization initiatives
2018 Project	2,933,705	General Obligation bond proceeds for construction of new fire stations
Capital Project	65,880	Minimal funding available
Equipment Replacement	1,269,855	Police, fire and public works capital requirements including vehicle replacements
Debt Fund	238,436	Debt payments on current debt issues
Fleet Maintenance	394,122	Repair and maintenance of city vehicle fleet
Risk Management	2,566,192	Cash reserves for ongoing business insurance costs including liability, property, & worker's compensation
Employee Insurance	1,414,344	Coverage for healthcare and other benefit expenses.
Public Transit Operations	(1,507,031)	Operational and capital funding of the transit system
Fiber Optics	1,089,946	City investment in the next phase of a fiber optic network
Storm Water	3,134,314	Balance and ongoing cash flow is sufficient to fund currently defined storm water projects
Sewer	13,960,685	Balance and ongoing cash flow is sufficient to fund currently defined sewer projects
Water Utility	5,256,943	Balance and ongoing cash flow is sufficient to fund currently defined water projects.
Water Bond	25,003,906	Bond revenues received in FY22
Grant	282,378	Unbudgeted FY2022 grants
ARP	1,482,508	Federal ARP funds as per city budget

The Trust & Agency Fund balance of \$190.1 million is sequestered in the Police and Fire Pension Funds and are not available for expenditure on other city operations.

Investments

City investments include \$10.5 million in US Treasury Bonds. The investment schedule provides the details of the investments. The investments are comprised of fire station initiative bond proceeds and pooled cash.

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

The interest earnings from the investments to date for FY2022 are low, totaling about \$4,000. Additional interest income will accrue to the city over the period to investment maturity in an amount approximating \$20,000 through FY24.

Investment instruments are in accordance with the City Investment Policy with interest rates maximized given available current marketplace investment returns. Interest rates are, at this time, particularly low. The highest interest rate received for investments is 1.5% with a low of .125%.

Debt

Debt outstanding was \$158 million at the start of the FY, with an additional \$25 million drawn in April, and this includes all outstanding bond debt, notes and loan payable and capital leases. There are approximately \$21 million dollars in debt payments scheduled for FY2022. All debt principal and interest payments are covered within the 2022 fiscal year operating plan and budget and are secured within the current cash flow operations of the city.

Revenue Tracking

City-wide Revenue received in April is \$38.1 million which is 15% of the annual revenue budget of \$256.5 million. Year-to-date the amount is \$84.8 million and 33%.

Of note, the property tax revenues received by the City according to the 2020 Tax Levy in effect will provide the cash resources to fund City contributions to the Police and Firemen's Pension Fund, fund City contributions to the operation of the Decatur Public Library, provide City funding for a portion of the General Obligation Bond debt payments, and provide funding for the City contribution to the Decatur Municipal Band.

The property tax revenues received in FY2022 provide for the pension funds, operation of the Library, debt payments and the Municipal Band. Only a portion of the city's operational costs are funded by property tax, which are more generally funded by a variety of other revenues such as state income and use taxes, or fees for service, as per the Water Fund.

Property Tax for FY2022

The levy for the coming FY is \$16.6 million, including TIF districts. The tax rate, now certified, is 1.6908%% of the EAV of \$884,161,072, with another \$16.8 million for the TIF districts. The City property tax levy is about 16% of the total property tax rate for City property owners.

Expenditure Tracking

City-wide Revenue received in April is \$13.1 million which is 5.2% of the annual expense budget of \$253.3 million. Year-to-date the amount is \$61.6 million and 24%.

Water Utility

The financial performance of the City Water Utility is illustrated in this report. The report mimics the reporting for a business enterprise, depicting actual profit and loss performance versus budget, compared to the previous year, as well as on a monthly basis. In addition, key balance sheet items are reported as well as Capital Expense spending.

Water Utility performance achieved through the end of April, on an operating margin (before debt service) \$1.6 million of revenue over expenses. This is comparable to \$1.4 million in FY2021. There is approximately \$13 million in debt payments for the Fiscal Year, with about \$5 million remaining to be paid.

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 420 FTE’s versus budget of 455 FTE’s.



Fiscal Year 2022

Fiscal Period Ending April 2022

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: April 2022

<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									
	GENERAL FUND	18,637,900.24	5,860,300.52	5,337,162.06	1,645.17		19,162,683.87		19,162,683.87	0.00
	Special Revenue Funds									
16	COMMUNITY GRANT FUND	(9,360.19)	7,594.75	53.00	0.00		(1,818.44)		(1,818.44)	
17	HOME FUND	179,748.65	5,923.55	4,794.68	0.00		180,877.52		180,877.52	
18	CDBG FUND	(21,051.38)	43,552.69	41,700.02	0.00		(19,198.71)		(19,198.71)	
22	DUATS FUND	85,396.13	0.00	402.00	0.00		84,994.13		84,994.13	
25	STATE DRUG ENFORCEMENT	286,711.78	12,810.27	3,060.00	0.00		296,462.05		296,462.05	
26	DUI FINES AND FEES FUND	226,501.00	5,887.83	7,918.55	0.00		224,470.28		224,470.28	
27	POLICE LAB & PROGRAMS	187,351.46	90.00	0.00	0.00		187,441.46		187,441.46	
30	FEDERAL DRUG ENFORCEMENT	263,952.39	0.00	0.00	0.00		263,952.39		263,952.39	
34	BUILDING FUND	232,448.89	49,115.00	46,639.86	0.00		234,924.03		234,924.03	
35	LIBRARY FUND	950,658.73	218,692.24	327,770.85	0.00		841,580.12		841,580.12	
36	MUNICIPAL BAND FUND	103,805.31	1,048.00	5,521.00	0.00		99,332.31		99,332.31	
37	FOREIGN FIRE INSURANCE FUND	170,633.76	1.27	14,316.48	0.00		156,318.55		156,318.55	
42	LOCAL STREETS & ROADS	781,589.94	142,456.40	2,865.30	0.00		921,181.04		921,181.04	
46	MOTOR FUEL TAX FUND	5,448,065.91	253,425.41	417,443.99	0.00		5,284,047.33		5,284,047.33	
58	LIBRARY CAPITAL	533,508.42	0.00	0.00	0.00		533,508.42		533,508.42	
59	LIBRARY TRUST FUNDS	124,849.58	0.00	4,216.69	0.00		120,632.89		120,632.89	
82	DCDF FUND	152,544.86	1,367.83	0.00	0.00		153,912.69		153,912.69	
84	COMMUNITY REVITALIZATION	5,137,394.25	3,351.00	203,615.00	0.00		4,937,130.25		4,937,130.25	
85	GRANT FUND	282,378.21	0.00	0.00	0.00		282,378.21		282,378.21	
	Total Special Revenue Funds	15,117,127.70	745,316.24	1,080,317.42	0.00	0.00	14,782,126.52	0.00	14,782,126.52	0.00
	TIF & Redevelopment Funds									
19	OLDE TOWNE TIF FUND	197,903.46	0.00	0.00	0.00		197,903.46		197,903.46	
21	WABASH CROSSING TIF	1,691,752.17	0.00	0.00	0.00		1,691,752.17		1,691,752.17	
23	EASTGATE TIF FUND	414,010.69	17,650.00	0.00	0.00		431,660.69		431,660.69	
24	SOUTHSIDE TIF FUND	148,386.73	0.00	0.00	0.00		148,386.73		148,386.73	
28	PINES SHOPPING CENTER TIF	110,214.40	2,900.00	0.00	0.00		113,114.40		113,114.40	
29	GRAND & OAKLAND TIF	200,910.77	5,500.00	0.00	0.00		206,410.77		206,410.77	
	Total TIF & Redevelpmnt Funds	2,763,178.22	26,050.00	0.00	0.00	0.00	2,789,228.22	0.00	2,789,228.22	0.00
	Capital Funds									
40	PEG CAPITAL FUND	115,849.79	2,596.30	3,317.99	0.00		115,128.10		115,128.10	
44	2018 PROJECT FUND	2,933,908.30	(203.76)	0.00	0.00		2,933,708.15	(3.61)	2,933,704.54	
45	CAPITAL PROJECT FUND	70,880.02	0.00	5,000.00	0.00		65,880.02		65,880.02	(1,081,816.00)
61	EQUIPMENT REPLACEMENT	1,247,579.06	24,090.47	1,814.54	0.00		1,269,854.99		1,269,854.99	
99	AMERICAN RESCUE PLAN	1,581,951.66	0.00	99,443.51	0.00		1,482,508.15		1,482,508.15	
	Total Capital Funds	5,950,168.83	26,483.01	109,576.04	0.00	0.00	5,867,079.41	(3.61)	5,867,075.80	(1,081,816.00)

City of Decatur
Treasurer's Cash Report

Month of: April 2022

<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	216,707.40	21,729.00	0.00	0.00		238,436.40		238,436.40	0.00
60	Internal Service Funds FLEET MAINTENANCE	359,537.13	261,341.44	226,756.81	0.00		394,121.76		394,121.76	
64	RISK MANAGEMENT	2,564,129.50	349,998.92	347,936.65	0.00		2,566,191.77		2,566,191.77	
65	INSURANCE FUND	1,690,927.43	845,994.95	1,122,578.59	0.00		1,414,343.79		1,414,343.79	
	Total Internal Service Funds	4,614,594.06	1,457,335.31	1,697,272.05	0.00	0.00	4,374,657.32	0.00	4,374,657.32	0.00
70	Enterprise Funds MASS TRANSIT -OPERATION	(1,223,764.86)	416,901.64	700,167.93	0.00		(1,507,031.15)		(1,507,031.15)	
77	FIBER OPTICS	1,089,308.89	4,030.00	3,393.00	0.00		1,089,945.89		1,089,945.89	
78	STORM WATER	3,043,813.65	161,732.88	71,232.44	0.00		3,134,314.09		3,134,314.09	
79	SEWER FUND	13,823,762.97	608,714.39	471,792.01	0.00		13,960,685.35		13,960,685.35	
80	WATER FUND	3,681,952.50	2,773,734.10	1,205,427.72	6,684.50		5,256,943.38		5,256,943.38	
81	WATER CAPITAL	8,771,774.32	0.00	155,192.49	0.00		8,616,581.83		8,616,581.83	1,081,816.00
86	WATER DEBT	12,500,000.00	0.00	0.00	0.00		12,500,000.00		12,500,000.00	
88	RECYCLING PROGRAM	270,066.04	59,078.23	39,426.40	0.00		289,717.87		289,717.87	
89	WATER BOND	217,329.47	25,382,054.50	595,478.03	0.00		25,003,905.94		25,003,905.94	
	Total Enterprise Funds	42,174,242.98	29,406,245.74	3,242,110.02	6,684.50	0.00	68,345,063.20	0.00	68,345,063.20	1,081,816.00
90	Trust & Agency Funds FIRE PENSION FUND CASH	1,756,101.12	150,166.49	784,091.33	0.00		1,122,176.28		1,122,176.28	
90	FIRE PENSION INVESTMENTS	77,315,830.39	0.00	0.00	0.00			77,315,830.39	77,315,830.39	
	TOTAL FIRE PENSION	79,071,931.51	150,166.49	784,091.33	0.00	0.00	1,122,176.28	77,315,830.39	78,438,006.67	
91	POLICE PENSION FUND CASH	9,686,969.29	173,085.06	863,898.15	0.00		8,996,156.20		8,996,156.20	
91	POLICE PENSION INVESTMENTS	102,445,000.22	221,364.49	14.36	0.00			102,666,350.35	102,666,350.35	
	TOTAL FIRE PENSION	112,131,969.51	394,449.55	863,912.51	0.00	0.00	8,996,156.20	102,666,350.35	111,662,506.55	
	Total Trust & Agency Funds	191,203,901.02	544,616.04	1,648,003.84	0.00	0.00	10,118,332.48		190,100,513.22	0.00
	Total City Funds	280,677,820.45	38,088,075.86	13,114,441.43	8,329.67	0.00	125,677,607.42	(3.61)	305,659,784.55	
Memorandum Items										
	Pooled Cash Investments							10,475,566.31	10,475,566.31	
	City Funds ex Trust & Agency	89,473,919.43	37,543,459.82	11,466,437.59	8,329.67	0.00	115,559,274.94	10,475,562.70	115,559,271.33	0.00

City of Decatur
Monthly Fund Balance History

Period Ending: April 2022

<u>Fund</u>	<u>Year</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
10 General	2020	8,296,671	9,275,978	9,688,689	7,932,274	7,953,057	7,793,619	8,152,494	9,790,220	10,145,372	9,070,165	9,265,579	7,617,009
	2021	8,542,498	8,764,962	12,423,940	11,749,497	13,476,379	15,158,613	16,606,553	17,109,697	16,329,193	16,599,570	17,582,288	15,997,078
	2022	16,508,817	17,581,483	18,637,900	19,162,684								
16 Community Grant	2021	-	-	-	-	-	(720)	(1,644)	(2,952)	(4,974)	(5,821)	(7,680)	592
	2022	(8,186)	(8,384)	(9,360)	(1,818)								
17 HOME	2020	58,171	63,167	64,682	65,679	68,990	72,992	76,881	76,810	78,493	79,174	80,234	78,765
	2021	82,742	83,666	84,726	85,829	86,429	59,794	60,596	62,353	63,293	77,869	64,673	181,040
	2022	181,729	182,752	179,749	180,878								
18 CDBG	2020	6,590	9,041	9,296	9,519	5,258	1,655	(210,259)	(162,671)	(211,294)	(213,535)	(215,415)	642
	2021	19,245	54,686	10,041	10,041	15,889	5,506	(206,918)	(208,778)	11,078	11,189	(26,508)	10,948
	2022	11,209	11,120	(21,051)	(19,199)								
19 Olde Towne TIF	2020	78,936	78,987	79,675	79,678	79,680	(90,533)	212,774	467,568	-	823,319	866,329	79,848
	2021	93,791	147,360	147,447	147,447	147,447	70,506	571,214	577,245	709,376	987,798	1,005,655	197,888
	2022	197,888	197,888	197,903	197,903								
20 Southeast TIF	2020	19,444	17	8,703	17,284	124	8,717	130,851	144	10,770	141,952	152,461	26,570
	2021	27,227	27,227	27,232	5	5	15	178,106	178,106	302,627	6,961	15,896	-
	2022	-	-	-	-	-	-	-	-	-	-	-	-
21 Wabash TIF	2020	826,965	827,504	828,651	828,679	828,707	829,845	896,454	869,354	935,827	943,340	943,593	1,115,501
	2021	1,349,330	1,349,330	1,349,646	1,349,646	1,349,646	1,350,520	1,520,045	1,520,045	1,580,840	1,689,898	1,690,462	1,691,620
	2022	1,691,620	1,691,620	1,691,752	1,691,752								
22 DUATS	2020	335	63,201	48,202	48,051	50,383	60,605	63,240	63,242	41,217	63,218	62,983	31,799
	2021	49,456	51,308	56,842	56,502	54,832	58,987	58,812	47,701	52,841	52,379	73,255	73,256
	2022	84,761	84,761	85,396	84,994								
23 East Gate TIF	2020	264,003	282,998	300,481	317,552	324,674	18,037	44,902	162,791	180,103	208,531	243,355	261,205
	2021	279,195	296,575	314,143	335,150	352,650	370,374	430,984	459,890	511,662	325,806	343,400	361,030
	2022	378,530	396,030	414,011	431,661								
24 Southside TIF	2020	89,833	89,892	90,035	90,038	90,041	59,000	59,005	100,602	100,702	102,628	102,655	102,666
	2021	102,735	102,735	102,763	102,763	102,763	102,835	146,253	146,253	146,270	148,287	148,321	148,375
	2022	148,375	148,375	148,387	148,387								
25 State Drug	2020	203,517	228,717	216,717	194,215	197,228	178,719	175,465	181,665	192,639	164,356	237,672	263,300
	2021	228,606	277,014	245,998	241,640	237,645	244,414	300,292	279,508	294,722	253,171	246,045	295,565
	2022	283,544	300,100	286,712	296,462								
26 DUI	2020	229,507	211,043	223,169	227,377	233,934	247,843	245,864	267,645	264,925	236,261	240,716	234,248
	2021	501,181	481,579	476,366	425,979	432,432	434,306	445,170	449,343	446,562	336,932	324,074	233,735
	2022	234,847	225,128	226,501	224,470								

City of Decatur
Monthly Fund Balance History

Period Ending: April 2022

<u>Fund</u>	<u>Year</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
27 Police Lab	2020	209,760	210,051	210,466	210,454	192,461	192,160	191,527	191,851	191,972	189,820	189,969	190,115
	2021	190,205	189,521	189,574	189,764	189,826	189,443	187,865	187,988	187,580	187,745	187,142	187,337
	2022	187,337	187,337	187,351	187,441								
28 Pines TIF	2020	98,532	97	2,683	5,213	9,041	11,643	14,175	53,771	56,332	94,227	97,597	100,385
	2021	103,275	106,124	108,982	5,653	8,486	11,360	50,752	53,585	92,993	95,825	98,673	101,591
	2022	104,423	107,256	110,214	113,114								
29 Grand/Oakland TIF	2020	166,878	165	5,741	11,222	10,723	16,323	21,806	83,650	89,180	157,219	156,545	161,967
	2021	167,574	172,987	178,448	17,658	16,284	21,773	92,235	97,648	168,119	173,558	178,997	184,570
	2022	189,983	195,396	200,911	206,411								
30 Federal Drug	2020	132,237	129,723	129,771	129,775	129,780	266,617	266,626	261,140	272,252	272,252	274,999	274,999
	2021	274,999	274,999	274,999	274,999	250,999	250,549	261,561	261,561	265,152	265,152	265,152	265,152
	2022	265,152	263,952	263,952	263,952								
34 Building	2020	930,823	713,327	733,419	447,419	459,843	169,755	133,534	142,422	111,987	119,445	123,869	220,922
	2021	233,999	246,982	264,231	271,861	283,471	268,545	269,042	194,401	207,035	209,690	207,593	199,313
	2022	214,970	222,230	232,449	234,924								
35 Library	2020	1,174,592	947,971	712,219	451,545	265,528	24,694	602,238	1,244,500	1,136,872	1,901,255	1,717,359	1,469,875
	2021	1,351,862	1,098,707	833,977	582,710	463,087	212,852	1,590,859	1,505,165	1,904,149	2,191,658	1,963,435	1,551,584
	2022	1,394,340	1,133,041	950,659	841,580								
36 Band	2020	34,835	35,340	36,232	37,077	35,922	36,815	54,072	62,555	60,792	96,501	98,740	99,930
	2021	101,531	100,790	101,642	97,861	98,691	94,322	116,819	91,217	90,063	99,387	101,187	103,384
	2022	102,149	102,973	103,805	99,332								
37 Foreign Fire Ins	2020	199,066	180,822	168,040	156,693	136,604	118,001	110,979	100,585	88,446	229,201	221,448	168,424
	2021	161,821	158,616	150,718	145,650	132,640	111,867	93,378	75,870	66,079	215,479	206,540	184,140
	2022	179,836	172,766	170,634	156,319								
40 PEG	2020	88,440	99,632	97,294	78,720	91,122	86,573	87,415	98,996	96,616	96,787	101,008	97,188
	2021	94,643	108,901	106,384	106,783	118,060	93,541	90,361	104,307	101,776	99,231	111,809	107,649
	2022	107,854	118,867	115,850	115,128								
42 Local Streets	2020	2,154,047	1,701,201	1,719,367	1,833,983	1,934,004	2,057,359	1,893,879	1,048,604	1,248,373	1,384,107	1,523,161	1,594,839
	2021	1,720,340	1,231,170	1,060,236	1,188,830	1,331,808	953,625	1,098,868	777,165	928,078	980,180	1,210,702	1,352,172
	2022	1,089,792	659,660	781,590	921,181								

City of Decatur
Monthly Fund Balance History

Period Ending: April 2022

<u>Fund</u>	<u>Year</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
44 2018 Project	2020	6,153,751	6,151,614	5,945,199	5,923,605	5,788,011	5,795,171	5,796,651	5,806,685	5,791,259	5,793,059	5,794,723	5,706,865
	2021	5,400,299	5,390,508	4,967,657	4,739,770	3,981,357	3,951,389	3,627,985	3,906,277	3,413,375	3,261,631	2,933,705	2,961,646
	2022	2,961,681	2,959,059	2,933,908	2,933,705								
45 Capital	2020	650,896	604,380	100,107	95,110	90,113	85,612	80,626	75,629	70,718	65,728	60,749	85,761
	2021	80,761	75,761	70,781	95,781	90,781	85,842	80,842	75,842	70,851	65,851	60,872	85,874
	2022	80,874	75,874	70,880	65,880								
46 MFT	2020	1,997,793	1,611,088	1,912,952	1,031,878	2,051,705	2,151,198	2,740,584	3,526,414	3,474,512	3,370,794	2,852,383	1,274
	2021	(810,696)	(1,248,260)	(531,701)	(767,034)	393,260	640,275	591,346	805,587	922,868	1,113,347	4,230,738	5,013,575
	2022	3,202,899	4,255,630	5,448,066	5,284,047								
50 Debt	2020	1,417,335	184,845	217,265	248,430	279,596	201,583	841,070	1,159,062	1,269,915	2,058,349	2,134,004	1,340,180
	2021	1,411,681	170,655	204,754	239,134	273,514	214,028	984,872	796,718	1,172,282	1,382,301	1,436,458	1,449,278
	2022	1,470,257	194,913	216,707	238,436								
58 Library Capital	2020	331,334	331,550	331,956	331,968	331,979	332,435	332,456	332,468	332,816	332,855	332,948	332,995
	2021	332,995	332,995	333,087	333,087	333,087	333,323	333,323	333,323	333,369	333,369	333,459	533,467
	2022	533,467	533,467	533,508	533,508								
59 Library Trust	2020	200,783	199,199	196,557	193,563	185,957	183,861	181,801	180,238	177,478	173,694	170,311	166,919
	2021	165,705	161,597	159,149	155,493	152,841	150,620	147,930	145,487	140,892	134,967	133,743	130,222
	2022	123,283	124,896	124,850	120,633								
60 Fleet Maintenance	2020	221,030	270,480	294,439	317,620	346,245	373,752	414,823	444,682	447,115	422,377	457,409	149,308
	2021	233,284	233,908	245,915	257,942	316,195	364,187	357,899	271,836	286,108	330,897	302,086	257,703
	2022	345,217	357,356	359,537	394,122								
61 Equip Replacement	2020	1,044,229	897,469	895,719	792,200	780,592	653,270	617,723	456,886	284,519	228,202	530,475	1,491,081
	2021	1,489,266	330,297	326,848	204,042	196,678	1,293,637	1,177,102	1,683,792	299,989	299,444	215,954	1,718,457
	2022	1,617,148	1,500,204	1,247,579	1,269,855								
64 Risk Management	2020	2,114,005	2,213,817	2,043,659	2,175,457	2,227,499	2,290,856	2,427,958	2,482,665	2,553,145	2,020,135	2,187,222	2,388,311
	2021	2,546,775	2,719,222	2,646,839	2,711,471	2,666,960	2,378,416	2,268,115	2,497,999	2,922,085	1,619,778	1,686,232	1,862,084
	2022	2,065,169	2,363,488	2,564,130	2,566,192								
65 Employee Benefit	2020	2,488,079	2,594,310	2,462,144	2,901,018	2,932,384	2,987,005	3,037,226	3,051,352	2,877,168	3,150,805	3,055,402	2,925,999
	2021	2,594,522	2,489,930	2,309,608	2,049,226	1,656,575	1,414,059	1,256,464	878,943	896,593	825,593	776,992	969,922
	2022	1,212,657	1,212,173	1,690,927	1,414,344								

City of Decatur
Monthly Fund Balance History

Period Ending: April 2022

<u>Fund</u>	<u>Year</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
70 Mass Transit	2020	(434,009)	(51,268)	1,526,744	926,177	826,072	(194,443)	(911,444)	293,856	1,201,202	919,855	819,142	239,502
	2021	110,833	(622,178)	260,658	1,306,276	1,539,990	(168,998)	(810,268)	(936,429)	(1,732,875)	(2,389,308)	(2,178,935)	245,319
	2022	(1,206,744)	(1,795,357)	(1,223,765)	(1,507,031)								
77 Fiber Optics	2020	116,598	112,837	112,676	110,130	108,913	107,781	108,350	107,134	101,359	101,481	98,194	88,478
	2021	84,758	85,349	82,648	82,778	82,008	78,928	99,587	1,097,917	1,099,028	1,094,754	1,073,690	947,982
	2022	950,580	1,096,467	1,089,309	1,089,946								
78 Storm Water	2020	2,681,840	2,733,496	2,788,874	2,886,450	2,854,796	2,917,339	2,883,026	2,936,827	2,877,204	2,953,393	2,917,053	3,043,827
	2021	3,096,740	2,923,826	2,956,930	3,020,392	3,002,030	3,051,218	3,100,740	3,153,422	3,174,196	3,231,246	3,089,043	3,181,979
	2022	3,192,117	2,998,790	3,043,814	3,134,314								
79 Sewer	2020	9,435,199	9,854,338	10,430,379	9,901,401	8,997,995	9,972,040	10,149,063	10,331,199	10,290,821	10,251,807	10,356,619	10,261,602
	2021	10,148,807	9,868,811	9,473,457	9,445,910	9,665,150	9,582,488	9,782,240	13,032,024	13,186,459	13,266,446	13,606,037	13,759,354
	2022	13,826,258	13,654,015	13,823,763	13,960,685								
80 Water	2020	6,183,302	392,615	1,635,164	2,773,183	3,287,119	4,038,371	5,795,053	3,116,473	4,759,870	6,144,172	6,340,565	5,136,178
	2021	6,409,824	412,243	1,826,521	3,190,202	4,310,991	5,411,941	6,964,231	6,106,048	7,818,222	9,444,043	10,575,024	7,015,243
	2022	8,117,432	2,036,544	3,681,953	5,256,943								
81 Water Capital	2020	2,677,432	2,350,762	3,324,468	3,319,235	2,877,849	2,371,843	2,040,796	3,661,530	3,381,638	3,031,456	3,180,376	2,796,525
	2021	2,778,544	2,675,054	2,554,943	2,178,532	2,154,549	1,971,062	1,960,865	7,653,986	7,635,822	7,613,480	6,879,114	9,161,123
	2022	9,054,235	8,849,172	8,771,774	8,616,582								
82 DCDF	2020	141,107	138,450	139,565	140,837	142,110	138,158	139,057	140,376	141,542	142,810	144,033	145,301
	2021	146,231	144,614	145,769	147,037	148,225	145,635	146,375	147,258	148,622	149,303	150,766	152,140
	2022	153,508	151,688	152,545	153,913								
84 Community Revit	2020	638,819	593,916	608,959	1,740,524	1,731,620	1,732,620	1,728,016	1,696,405	1,696,863	1,604,932	1,548,059	1,548,290
	2021	1,548,290	1,547,940	1,527,973	1,519,723	1,557,767	1,562,574	1,580,435	5,463,750	5,434,178	5,392,895	5,295,378	5,373,022
	2022	5,353,172	5,250,016	5,137,394	4,937,130								
85 Grants	2020	-	-	-	-	-	-	-	-	(266,691)	(516,476)	(135,746)	1,062
	2021	(1,177,714)	(958,066)	(482,811)	(328,577)	(345,292)	(661,172)	(666,961)	(37,423)	298,660	288,012	284,371	81,587
	2022	81,587	282,378	282,378	282,378								
86 Water Debt	2020	12,500,000	12,500,000	12,500,000	12,500,000	12,500,000	12,500,000	12,500,000	12,500,000	12,500,000	12,500,000	12,500,000	10,653,000
	2021	12,500,000	12,500,000	12,500,000	12,500,000	12,500,000	12,500,000	12,500,000	12,500,000	12,500,000	12,500,000	12,500,000	9,828,000
	2022	12,500,000	12,500,000	12,500,000	12,500,000								
88 Recycling	2020	132,535	124,096	127,553	133,873	133,845	130,340	131,197	184,449	140,721	135,491	133,122	143,806
	2021	137,176	134,713	150,796	151,861	148,386	153,430	152,667	165,071	224,967	192,589	216,727	230,932
	2022	240,548	243,307	270,066	289,718								

City of Decatur
Monthly Fund Balance History

Period Ending: April 2022

<u>Fund</u>	<u>Year</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
89 Water Bond	2020	371,155	371,397	371,535	371,548	371,560	371,574	371,587	347,158	217,329	217,329	217,329	217,329
	2021	217,329	217,329	217,329	217,329	217,329	217,329	217,329	217,329	217,329	217,329	217,329	217,329
	2022	217,329	217,329	217,329	25,003,906								
99 American Rescue Plan	2021	-	-	-	-	-	16,911,068	16,911,068	2,415,664	2,280,713	2,183,262	2,183,262	1,998,097
	2022	1,798,097	1,731,358	1,581,952	1,482,508								
Total City Funds	2020	66,326,394	59,328,263	63,339,447	61,986,652	61,943,064	61,300,804	64,629,544	67,936,933	69,412,081	71,262,473	72,179,232	63,053,790
	2021	65,121,665	54,911,485	60,455,485	60,836,641	64,191,851	81,644,307	86,725,388	86,341,738	87,198,250	87,553,173	91,993,154	90,602,354
	2022	91,439,738	84,767,123	89,473,919	115,559,271	-	-	-	-	-	-	-	-
90 Fire Pension	2020	72,608,249	72,352,094	71,847,284	71,298,290	71,344,251	70,970,136	71,958,243	72,722,435	72,846,290	74,697,841	74,344,841	75,015,244
	2021	74,468,832	73,985,673	73,653,661	73,198,390	72,777,449	78,438,007	76,599,900	76,372,891	77,269,548	77,399,895	78,374,436	80,953,016
	2022	80,311,491	79,671,694	79,071,932	78,438,007								
91 Police Pension	2020	99,514,419	99,142,676	99,134,621	98,527,668	98,290,046	98,099,077	98,907,965	99,660,914	99,645,370	100,818,835	100,839,635	102,360,461
	2021	102,188,690	102,804,193	102,835,309	102,709,816	102,659,205	111,662,507	105,288,247	105,062,302	106,200,649	106,650,630	106,267,354	110,767,742
	2022	110,482,806	110,892,433	112,131,970	111,662,507								
Total All Funds	2020	238,449,062	230,823,033	234,321,351	231,812,610	231,577,361	230,370,017	235,495,752	240,320,281	241,903,741	246,779,149	247,363,707	240,429,495
	2021	241,779,187	231,701,351	236,944,455	236,744,847	239,628,504	271,744,820	268,613,536	267,776,932	270,668,448	271,603,698	276,634,944	282,323,112
	2022	282,234,035	275,331,250	280,677,820	305,659,785	-	-	-	-	-	-	-	-

City of Decatur
Treasurer's Investment Report

Month of : April 2022

Pooled Cash

Account # 8051000942

Multiple Funds - Pooled Cash

Investment Instrument	Expect Int Income	Maturity Date	Interest Rate	Par Value Amount	Cost	Market Value	CP Interest Received	YTD Interest Received 2022	BTD Interest Received
US Treasury Bond		03/31/22	0.37500%	0.00	0.00	0.00	-	2,812.50	8,437.50
US Treasury Bond	Feb - Aug	08/31/22	0.12500%	1,750,000.00	1,750,000.00	1,744,190.00	-	1,093.75	3,281.25
US Treasury Bond	May - Nov	11/30/22	0.12500%	1,000,000.00	1,000,117.19	991,450.00	-	-	1,250.00
US Treasury Bond	Sep - Mar	03/31/23	1.50000%	1,500,000.00	1,497,070.31	1,492,560.00	-	-	0.00
US Treasury Bond	May - Nov	11/30/23	0.50000%	2,225,000.00	2,224,304.69	2,153,288.25	-	-	0.00
US Treasury Bond	Dec - Jun	06/15/24	0.25000%	1,500,000.00	1,490,683.59	1,422,600.00	-	-	1,875.00
US Treasury Bond	Feb - Aug	08/15/24	0.37500%	1,600,000.00	1,599,062.50	1,513,936.00	-	3,000.00	3,000.00
US Treasury Bond	Mar - Sep	09/15/24	0.37500%	1,000,000.00	995,429.69	943,790.00	-	1,875.00	1,875.00
Federated US Treasury Cash Reserves		Liquid		215,807.75	215,807.75	213,752.06	34.31	58.82	0.00
Total Investment(s)				10,790,807.75	10,772,475.72	10,475,566.31	34.31	8,840.07	19,718.75

Fire Capital Bond

Account # 1001006774

Fund 44

Investment Instrument	Investment Date	Maturity Date	Interest Rate	Par Value Amount	Cost	Tax Cost Amount	CP Interest Received	YTD Interest Received 2022	BTD Interest Received
Federated US Treasury Cash Reserves		Liquid		0.00	0.00	0.00	0.00	74.01	8,775.02
Total Investment(s)				0.00	0.00	0.00		74.01	8,775.02

GRAND TOTALS:

10,790,807.75	10,475,566.31	8,914.08	28,493.77
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Pooled Cash		Journal Entry						
		Month	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Unbooked	Booked
Fees			(2,129.12)					(2,129.12)
Interest (Income)		34.31	8,805.76	34.31			51.82	8,788.25
		34.31	6,676.64	34.31	-	-	51.82	6,659.13



home

home		debt liquidated							gz approved									
Debt Instrument		Debt Purpose		Year of Issue	Year of Re Issue	Year of Maturity	Fund	Source	Payment(s)		Debt (Orig/ Ref) Issue	Debt at 1/1/2022	New Draws in 2022	FY22 Principal Payments	FY22 Interest Payments	Debt at 12/31/2022	FY22 Total Debt Payments	
									1st	2nd								
												input	input	input	input			
Bond Debt																		
Amort sch #																		
13	2010C Bonds	Parking Garage Renovation	2010		2024	19/50	19/TL	6/15	12/15	2,800,000.00	755,000.00			240,000.00	30,200.00	515,000.00	270,200.00	ok
17	2012 Bonds	Refunding of 2004A GO Bonds	2012		2025	50	Tax Levy	3/1	9/1	8,030,000.00	2,890,000.00			695,000.00	61,806.25	2,195,000.00	756,806.25	ok
18	2013 Bonds	Refunding of 2004B GO Bonds	2013		2025	80	80	3/1	9/1	17,220,000.00	6,660,000.00			1,540,000.00	290,000.00	5,120,000.00	1,830,000.00	ok
25	2014 Bonds	Lake Decatur Dredging	2014		2034	80	80	3/1	9/1	24,055,000.00	17,875,000.00			1,035,000.00	817,737.50	16,840,000.00	1,852,737.50	ok
32	2015 Bonds	Lake Decatur Dredging	2015		2035	80	80	3/1	9/1	23,305,000.00	18,160,000.00			970,000.00	769,425.00	17,190,000.00	1,739,425.00	ok
39	2016 Bonds	Lake Decatur Dredging	2016		2036	80	80	3/1	9/1	22,205,000.00	18,755,000.00			890,000.00	826,006.26	17,865,000.00	1,716,006.26	ok
48	2017 Bonds	Refunding of 2008 GO Bonds	2017		2024	80	80	6/15	12/15	6,275,000.00	2,505,000.00			1,045,000.00	100,200.00	1,460,000.00	1,145,200.00	ok
49	2018 Bonds	Lake Decatur Dredging, Fire Stations	2018		2038	80/50	80/TL	3/1	9/1	25,810,000.00	23,305,000.00			905,000.00	1,138,100.00	22,400,000.00	2,043,100.00	ok
53	2019 Bonds	Refunding of 2010A GO Bonds	2019		2030	50	Tax Levy +	6/15	12/15	6,720,000.00	5,845,000.00			675,000.00	153,968.00	5,170,000.00	828,968.00	ok
54	2019B Bonds	Library Projects / Police Radio refund	2019		2034	34/50	34/10	6/15	12/15	2,300,000.00	1,900,000.00			200,000.00	43,890.00	1,700,000.00	243,890.00	ok
57	2020 Bonds	Refunding of 2010B GO Bonds	2020		2030	80/19	80/19	6/15	12/15	18,050,000.00	16,375,000.00			1,770,000.00	343,875.00	14,605,000.00	2,113,875.00	ok
63	2022 Bonds	Water & Sewer Infrastructure	2022		2042	80	80	3/1	9/1	24,840,000.00	-	24,840,000.00		-	339,480.00	24,840,000.00	339,480.00	ok
xxx																		xx
Total Bond Debt										181,610,000.00	115,025,000.00	24,840,000.00	9,965,000.00	4,914,688.01	129,900,000.00	14,879,688.01		
Promissory Notes & Loans Payable																		
15	IEPA Contruction Loan	Nitrate Facility (L171674)	2002		2022	80	80	6/1	12/1	7,172,169.35	120,461.54			120,461.54	1,749.70	-	122,211.24	liquidated
16	IEPA Water Loan	Water Projects (L172552)	2011		2031	80	80	1/10	7/10	6,993,328.01	3,616,805.77			361,680.58	-	3,255,125.19	361,680.58	ok
28	IEPA Contruction Loan	Lakeshore Drive Sewer (L174873)	2013		2034	79	79	4/16	10/16	7,589,672.70	5,262,997.60			359,847.63	99,847.93	4,903,149.97	459,695.56	ok
30	Bussey Bank	Fire Apparatus - Pumper (20835)	2015		2022	61	61	5/4		439,939.77	67,216.18			67,216.18	1,545.85	-	68,762.03	liquidated
34	IEPA Contruction Loan	Union Street Sewer (L175280)	2015		2035	79	79	1/8	7/8	2,172,218.21	1,613,975.28			101,004.60	31,697.54	1,512,970.68	132,702.14	ok
35	First Mid Bank & Trust (Soy Cap)	Motorola Radio System	2015		2022	10/70	10/70	1/5		1,000,000.00	139,926.47			139,926.47	3,885.29	-	143,811.76	ok
38	Busey Bank (drawdown)	Local Street Resurfacing (24040)	2016		2023	42	42	2/15	8/15	7,500,000.00	2,142,857.20			1,071,428.56	54,243.31	1,071,428.64	1,125,671.87	ok
44	Busey Bank	Public Works Heavy Equipment (26530)	2017		2022	61	61	Qtrly	Qtrly	180,624.00	28,991.83			28,991.83	472.40	-	29,464.23	ok
45	IEPA Contruction Loan	7th Ward Sewer (L175329)	2016		2038	79	79	3/17	9/17	8,540,318.96	7,254,770.15			382,829.67	125,290.89	6,871,940.48	508,120.56	ok
46	IEPA Contruction Loan	Nelson Park Storm Sewer (L175315)	2017		2038	78	78	5/21	11/21	3,581,182.00	3,131,272.51			165,235.29	54,077.51	2,966,037.22	219,312.80	ok
55	IEPA Contruction Loan	McKinley Sewer (L175498)	2019		2040	79	79	1/23	7/23	4,647,112.64	4,466,336.68			195,360.26	88,354.80	4,270,976.42	283,715.06	ok
56	Regions 2020 Promissory Note	Johnson Controls Initiative refund of 2013	2020		2028	various	80/10/60/70	2/15	8/15	13,417,000.00	11,673,000.00			1,441,000.00	220,623.03	10,232,000.00	1,661,623.03	ok
58	Regions 2021 Vehicle Note	Fire Apparatus / Police & Fire Interceptors	2021		2028	61	10	1/15	5/21 7/15 11/21	1,600,842.22	1,488,662.75			361,041.01	41,306.11	1,127,621.74	402,347.12	ok
59	Hickory Point Bank Vehicle Note	Fire Apparatus Pierce Aerial (xxxx4366)	2021		2028	61	10	3/15	9/15	820,633.00	820,633.00			59,425.99	12,719.81	761,207.01	72,145.80	ok
60	Hickory Point Bank Vehicle Note	Fire Apparatus Pierce Pumper (xxxx4379)	2021		2028	61	10	3/15	9/15	569,681.00	569,681.00			41,253.35	8,830.06	528,427.65	50,083.41	ok
61	Hickory Point Bank Vehicle Note	Public Works Street Sweeper (xxxx4382)	2021		2028	61	10	3/15	9/15	301,958.50	301,958.50			41,769.21	4,465.79	260,189.29	46,235.00	ok
62	Busey Bank	Police Interceptors (12) (65130)	2022		2023	61	10	3/15	9/15	616,940.00	-	616,940.00		308,245.79	4,957.87	308,694.21	313,203.66	ok
xx	xxx									-	-			-	-	-	-	xx
xx	xxx									-	-			-	-	-	-	xx
xx	xxx									-	-			-	-	-	-	xx
Total Notes & Loans Payable										67,143,620.36	42,699,546.46	616,940.00	5,246,717.96	754,067.89	38,069,768.50	6,000,785.85		
Capital Leases																		
41	PNC Equipment Finance	Fire Apparatus Pierce Pumper (202806)	2017		2023	61	61	3/1		428,380.00	149,648.58			73,933.01	3,608.03	75,715.57	77,541.04	ok
47	Huntington National Bank (PNC)	Public Works Dump Trucks (2) (211637)	2018		2024	61	61	3/2	9/2	331,508.00	149,485.15			48,174.18	4,631.04	101,310.97	52,805.22	ok
xxx										-	-			-	-	-	-	xx
xxx										-	-			-	-	-	-	xx
Total Capital Leases										759,888.00	299,133.73	-	122,107.19	8,239.07	177,026.54	130,346.26		
Total City Debt										249,513,508.36	158,023,680.19	25,456,940.00	15,333,825.15	5,676,994.97	168,146,795.04	21,010,820.12		
											debt in period							

Note(s)

- 1
2
3

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

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	13,939,120	12,728,383	
Revenues													
Interest Income							-	1,704	185	20,837	22,523	37,695	82,943
Expenditures													
Dredging - Great Lakes Dredge							-	2,270,480	-	1,315,112	1,218,447	1,041,863	5,845,901
Dredging - Chastain & Assoc							-	-	8,829	11,036	14,814	8,677	43,356
Total Expenditures							-	2,270,480	8,829	1,326,148	1,233,260	1,050,540	5,889,257
Ending cash available							17,521,851	15,253,075	15,244,431	13,939,120	12,728,383	11,715,538	

Actual Bond Spend Activity in Fiscal year 2019	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proceeds available to spend	11,715,538	8,911,826	4,165,180	4,166,193	3,625,516	3,627,788	3,522,960	3,526,224	3,529,263	3,532,278	3,532,466	3,534,974	
Revenues													
Interest Income	17,893	2,679	1,012	31,104	2,271	3,168	3,264	3,038	3,015	2,904	2,508	1,370	74,229
Expenditures													
Dredging - Great Lakes Dredge	2,811,807	4,749,324	-	549,649	-	105,948	-	-	-	2,716	-	3,165,438	11,384,881
Dredging - Chastain & Assoc	9,799	-	-	22,132	-	2,048	-	-	-	-	-	-	33,979
Total Expenditures	2,821,606	4,749,324	-	571,781	-	107,996	-	-	-	2,716	-	3,165,438	11,418,861
Ending cash available	8,911,826	4,165,180	4,166,193	3,625,516	3,627,788	3,522,960	3,526,224	3,529,263	3,532,278	3,532,466	3,534,974	370,906	

Actual Bond Spend Activity in Fiscal year 2020	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proceeds available to spend	370,906	371,155	371,397	371,535	371,548	371,560	371,574	371,587	347,158	217,329	217,329	217,329	
Revenues													
Interest Income	249	242	138	13	13	14	13	12	-	-	-	-	693
Expenditures													
Dredging - Great Lakes Dredge	-	-	-	-	-	-	-	24,441	129,829	-	-	-	154,270
Dredging - Chastain & Assoc	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-	-	24,441	129,829	-	-	-	154,270
Ending cash available	371,155	371,397	371,535	371,548	371,560	371,574	371,587	347,158	217,329	217,329	217,329	217,329	

Actual Bond Spend Activity in Fiscal year 2021	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proceeds available to spend	217,329	217,329	217,329	217,329	217,329	217,329	217,329	217,329	217,329	217,329	217,329	217,329	
Revenues													
Interest Income	-	-	-	-	-	-	-	-	-	-	-	-	-
Expenditures													
Dredging - Great Lakes Dredge	-	-	-	-	-	-	-	-	-	-	-	-	-
Dredging - Chastain & Assoc	-	-	-	-	-	-	-	-	-	-	-	-	-

Actual Bond Spend Activity in Fiscal year 2022	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proceeds available to spend	217,329	217,329	217,329	217,329	-	-	-	-	-	-	-	-	
Revenues													
Bond Proceeds (new)	-	-	-	25,382,055	-	-	-	-	-	-	-	-	25,382,055
Interest Income	-	-	-	-	-	-	-	-	-	-	-	-	-
Expenditures													
Transfer out of old proceeds	-	-	-	217,329	-	-	-	-	-	-	-	-	217,329
Bond Insurance Costs	-	-	-	378,149	-	-	-	-	-	-	-	-	-
Dredging - Great Lakes Dredge	-	-	-	-	-	-	-	-	-	-	-	-	-
Dredging - Chastain & Assoc	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	-	-	-	595,478	-	-	-	-	-	-	-	-	595,478
Ending cash available	217,329	217,329	217,329	25,003,906	217,329	217,329	217,329	217,329	217,329	217,329	217,329	217,329	

Fire Station New Construction - Status of 2018 Project Fund 44

Bond Issuance	2018	Fund Description	Accounts for capital improvements that are financed by the proceeds from the issuance of bonds
Par Value of Bonds	8,000,000	The 2018 GO Bonds included proceeds to finance the construction of three (3) new fire stations, replacing station 3 Fairview Millikin, station 5 Brentwood, and station 7 Airport.	
Premium	806,021		
Total Source of Funds	8,806,021		
Total Use of Funds	8,806,021	On July 17, 2018, the City issued general obligation bonds with 20 year maturity raising the cash proceeds to defray the cost of the construction of the three fire stations.	
Underwriter's Discount	56,000		
Bond Insurance	26,104		
Closing Costs	41,770	The 2018 GO Bond debt issue included Lake Decatur dredging initiative Phase IV (final phase), Fire Station Renovation note payoff with Busey Bank (stations 1, 2, 4 and 6), and Fire Station new construction reported on this schedule.	
Bond Proceeds	8,682,147		

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							8,682,147	8,513,450	8,487,932	8,487,629	8,439,674	8,383,973	
Revenues													
Investment Income							-	-	-	-	-	30,183	30,183
Expenditures													
Fire Station 3							-	-	-	-	-	-	8,190
Fire Station 5							168,697	25,518	-	47,955	55,701	26,885	324,756
Fire Station 7							-	-	303	-	-	-	303
Total Expenditures							168,697	25,518	303	47,955	55,701	35,075	333,249
Ending cash available							8,513,450	8,487,932	8,487,629	8,439,674	8,383,973	8,379,081	

Fire 3	Fire 5	Fire 7	Total
8,190			8,190
	324,756		324,756
		303	303
8,190	324,756	303	333,249

Actual Bond Spend Activity in Fiscal year 2019	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proceeds available to spend	8,379,081	8,302,118	8,157,046	8,156,027	8,005,690	8,030,861	7,840,396	7,620,197	7,378,090	7,422,473	6,747,802	6,747,711	
Revenues													
Investment Income	594	24,394	858	7,975	25,171	1,645	3,855	1,342	44,383	9,094	956	33,797	154,064
Expenditures													
Fire Station 3	-	-	-	-	-	-	-	-	-	-	-	19,000	19,000
Fire Station 5	77,557	169,466	1,877	158,312	-	192,110	224,054	243,449	-	683,265	1,047	419,111	2,170,248
Fire Station 7	-	-	-	-	-	-	-	-	-	500	-	-	500
Total Expenditures	77,557	169,466	1,877	158,312	-	192,110	224,054	243,449	-	683,765	1,047	438,111	2,189,748
Ending cash available	8,302,118	8,157,046	8,156,027	8,005,690	8,030,861	7,840,396	7,620,197	7,378,090	7,422,473	6,747,802	6,747,711	6,343,397	

Fire 3	Fire 5	Fire 7	Total
19,000			19,000
	2,170,248		2,170,248
		500	500
19,000	2,170,248	500	2,189,748

Actual Bond Spend Activity in Fiscal year 2020	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proceeds available to spend	6,343,397	6,153,751	6,151,614	5,945,199	5,923,605	5,788,011	5,795,171	5,796,651	5,806,685	5,791,259	5,793,059	5,794,723	
Revenues													
Investment Income	560	560	47,649	6,984	478	27,993	1,827	25,466	8,819	1,800	6,285	269	128,690
Expenditures													
Fire Station 3	-	-	176,418	24,121	-	20,832	347	14,829	13,381	-	4,621	8,342	262,892
Fire Station 5	190,206	2,697	77,646	4,357	136,072	-	-	102	10,209	-	-	-	421,289
Fire Station 7	-	-	-	100	-	-	-	500	655	-	-	79,785	81,040
Total Expenditures	190,206	2,697	254,064	28,578	136,072	20,832	347	15,431	24,245	-	4,621	88,127	765,222
Ending cash available	6,153,751	6,151,614	5,945,199	5,923,605	5,788,011	5,795,171	5,796,651	5,806,685	5,791,259	5,793,059	5,794,723	5,706,665	

Fire 3	Fire 5	Fire 7	Total
262,892			262,892
	421,289		421,289
		81,040	81,040
262,892	421,289	81,040	765,222

Actual Bond Spend Activity in Fiscal year 2021	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proceeds available to spend	5,706,865	5,400,299	5,390,508	4,967,656	4,739,769	3,981,357	3,951,388	3,627,984	3,906,277	3,413,375	3,261,630	3,026,367	
Revenues													
Investment Income	108	1	6,143	2	1	(3,129)	1	2,206	347	2	(94)	34	5,621
Gain/Loss from investment	-	-	(6,715)	-	-	-	-	(5,012)	-	-	-	-	(11,727)
Transfer from Other Funds	-	-	-	-	-	-	-	480,000	-	-	-	-	480,000
Expenditures													
Fire Station 3	306,673	9,792	422,280	227,389	576,668	24,768	325,476	13,543	456,059	151,746	235,169	11,175	2,760,740
Fire Station 5	-	-	-	-	-	-	-	140,136	-	-	-	-	140,136
Fire Station 7	-	-	-	500	181,745	2,071	(2,071)	45,222	37,190	-	-	53,581	318,237
Total Expenditures	306,673	9,792	422,280	227,889	758,413	26,839	323,405	198,902	493,249	151,746	235,169	64,755	3,219,114
Ending cash available	5,400,299	5,390,508	4,967,656	4,739,769	3,981,357	3,951,388	3,627,984	3,906,277	3,413,375	3,261,630	3,026,367	2,961,645	

Fire 3	Fire 5	Fire 7	Total
2,760,740			2,760,740
	140,136		140,136
		318,237	318,237
2,760,740	140,136	318,237	3,219,114

Actual Bond Spend Activity in Fiscal year 2022	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proceeds available to spend	2,961,645	2,961,681	2,959,059	2,933,908									
Revenues													
Investment Income	35	(175)	152	-									12
Gain/Loss from investment	-	34	-	(204)									-
Transfer from Other Funds	-	-	-	-									-
Expenditures													
Fire Station 3	-	-	233	-									233
Fire Station 5	-	-	-	-									-
Fire Station 7	-	2,480	25,070	-									27,551
Total Expenditures	-	2,480	25,303	-									27,783
Ending cash available	2,961,681	2,959,059	2,933,908	2,933,704									

Fire 3	Fire 5	Fire 7	Total
233			233
	-		-
		27,551	27,551
233	-	27,551	27,783
3,051,055	3,056,430	427,631	6,535,116

note 1 final number construction costs excludes \$600.00 earnest payment for property acquisition in 2017

note 2 construction costs per council approved design, project management and construction contracts

note 3 construction costs for fire station 7

note 4 transfer from other funds (\$480k) consists of \$350k CUREs reimbursement and \$130k reimbursement from fund 42 for IDOT related station 3 road work

Construction cost

Reconciliation	Bond proceeds	8,682,147
	Interest income	318,558
	Gain/Loss	(11,727)
	Transfer from Other Funds	480,000
note 4	Total available for spend	9,468,978

3,340,733 note 2	3,056,430 note 1	3,654,610 note 3	10,051,773
available funds	Total funds available for spend		9,468,978
yet to spend	3,340,733	3,056,430	3,071,815
Funding issue	289,678	0	3,226,979
	-	-	582,795

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

Period Ending: April 2022

Month of Fiscal Year	1 Jan	2 Feb	3 Mar	4 Apr	5 May	6 Jun	7 Jul	8 Aug	9 Sep	10 Oct	11 Nov	12 Dec	Actual YTD	Budget
REVENUE														
Actual	6,116,361	5,383,440	6,895,609	5,860,301									24,255,711	
Budget Projection	5,082,157	5,406,440	5,200,820	5,392,154	5,808,341	6,396,018	11,580,363	5,730,766	7,951,282	7,567,673	5,441,434	6,402,551	77,960,000	78,200,000
Vs budget in month	1,034,204	(23,000)	1,694,789	468,146	-	-	-	-	-	-	-	-		
Vs budget to date	1,034,204	1,011,204	2,705,993	3,174,140	-	-	-	-	-	-	-	-	(53,704,289)	
EXPENSE														
Personnel Expense														
Actual	3,648,639	3,284,227	4,893,107	3,654,083									15,480,057	
Budget Projection	3,626,837	3,626,837	5,358,426	3,626,837	3,626,837	3,626,837	9,063,177	3,626,837	9,194,766	3,626,837	3,626,837	4,645,404	57,276,474	57,667,227
Vs budget in month	21,802	(342,610)	(465,319)	27,246	-	-	-	-	-	-	-	-		74%
Vs budget to date	21,802	(320,809)	(786,128)	(758,882)	-	-	-	-	-	-	-	-	(41,796,417)	of GF Expense
Operating Expense														
Actual	1,988,226	998,929	961,890	1,683,079									5,632,123	
Budget Projection	1,654,672	1,389,401	1,357,522	1,527,884	1,432,016	1,384,333	1,342,975	3,711,808	1,327,050	1,492,125	1,361,113	2,942,627	20,923,526	20,532,773
Vs budget in month	333,554	(390,473)	(395,632)	155,195	-	-	-	-	-	-	-	-		26%
Vs budget to date	333,554	(56,919)	(452,551)	(297,357)	-	-	-	-	-	-	-	-	(15,291,403)	of GF Expense
TOTAL EXPENSE														
Actual	5,636,865	4,283,156	5,854,997	5,337,162	-	-	-	-	-	-	-	-	21,112,180	
Budget Projection	5,281,509	5,016,239	6,715,948	5,154,722	5,058,854	5,011,170	10,406,152	7,338,646	10,521,816	5,118,963	4,987,950	7,588,031	78,200,000	78,200,000
Vs budget in month	355,355	(733,083)	(860,951)	182,440	-	-	-	-	-	-	-	-		
Vs budget to date	355,355	(377,728)	(1,238,679)	(1,056,239)	-	-	-	-	-	-	-	-	(57,087,821)	
Surplus / (Deficit)														
Actual	479,497	1,100,284	1,040,612	523,138	-	-	-	-	-	-	-	-	3,143,532	
Budget Projection	(199,352)	390,201	(1,515,128)	237,433	749,487	1,384,848	1,174,211	(1,607,880)	(2,570,534)	2,448,710	453,484	(1,185,480)	(240,000)	-
Vs budget in month	678,849	710,083	2,555,740	285,706	(749,487)	(1,384,848)	(1,174,211)	1,607,880	2,570,534	(2,448,710)	(453,484)	1,185,480		
Vs budget to date	678,849	1,388,932	3,944,673	4,230,378	-	-	-	-	-	-	-	-	3,383,532	
Beginning Cash Balance														
Beginning Cash Balance	15,997,078	16,508,837	17,581,483	18,637,900	-	-	-	-	-	-	-	-		
Balance Sheet Adjustments														
Balance Sheet Adjustments	32,262	(27,638)	15,805	1,645										
Ending Cash Balance														
Ending Cash Balance	16,508,837	17,581,483	18,637,900	19,162,684	-	-	-	-	-	-	-	-		

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

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

Period Ending: April 2022

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	Budget	% of Budget
Memo Items																	
PROPERTY TAX TOTAL																	
var	REAL ESTATE TAX-CIVIL CITY	var													-	14,618,833	0%
var	REAL ESTATE TAX-TIF DISTRICTS	var													-	1,688,688	0%
	OTHER TAXES TOTAL		-	-	-	-	-	-	-	-	-	-	-	-	-	16,307,521	0%
OTHER TAXES TOTAL																	
var	LOCAL SALES TAX	var	1,006,392	1,041,267	1,201,515	858,285.97									4,107,460	11,686,000	35%
var	STATE SALES TAX	var	1,033,684	1,075,306	1,269,776	938,655.54									1,033,684	12,700,000	8%
	OTHER TAXES TOTAL		2,040,076	2,116,573	2,471,291	1,796,942	-	-	-	-	-	-	-	-	5,141,144	24,386,000	21%
GENERAL FUND																	
GENERAL GOV TAXES																	
301103	PROPERTY TAX	10													-	10,682,000	0%
301106	MOBILE HOME PRIVELEGE TAX	10													-	15,300	0%
301201	STATE SALES TAX	10	1,021,688	1,063,310	1,257,526	926,406									4,268,929	12,556,000	34%
301202	TELEPHONE UTILITY TAX	10	99,599	94,273	97,801	95,983									387,657	1,190,000	33%
301203	FOOD & BEVERAGE TAX	10	325,939	268,346	254,687	328,645									1,177,616	3,651,000	32%
301204	HOTEL AND MOTEL TAX	10	62,215	70,247	65,323	76,916									274,700	849,000	32%
301205	LOCAL SALES TAX	10	992,643	1,027,517	1,187,365	844,486									4,052,011	11,521,000	35%
301206	AVIATION FUEL TAX	10	845	1,052	773	648									3,318	7,200	46%
301207	LOCAL USE TAX	10	215,409	253,062	320,769	212,726									1,001,967	3,199,000	31%
301208	AUTO RENTAL TAX	10	3,603	3,494	3,415	3,210									13,723	43,000	32%
301209	UTILITY TAX - ELECTRIC & GAS	10	451,232	-	1,170,976	453,756									2,075,963	4,925,000	42%
301210	VIDEO GAMING TAX	10	186,950	194,055	165,854	170,074									716,933	2,400,000	30%
301302	CABLE TV TAX	10	13,687	235,066	-	12,982									261,734	1,127,000	23%
	Sub Total		3,373,809	3,210,422	4,524,490	3,125,830	-	-	-	-	-	-	-	-	14,234,551	52,165,500	27%
GENERAL GOVERNMENT (INTERGOV)																	
302102	LOCAL REPLACEMENT TAX	10	-		-	-									-	30,000	0%
302104	STATE REPLACEMENT TAX	10	379,831		511,274	573,627									1,464,732	1,557,000	94%
302105	STATE INCOME TAX	10	960,878	1,198,126	519,319	1,109,452									3,787,774	9,958,000	38%
302106	FEDERAL GRANTS	10	99,401	23,297	27,372										150,070	350,000	43%
302109	FEDERAL GRANTS ARP	10	-	-	-										-	-	0%
302107	STATE GRANTS OR OTHER	10	-	-	-										-	120,000	0%
302114	POLICE OT REIMBURSEMENTS	10	7,199	333	5,282	11,210									24,024	100,000	20%
302121	CANNABIS TAX	10	9,966	9,796	10,365	10,860									40,987	111,000	0%
	Sub Total		1,457,275	1,231,552	1,073,611	1,705,149	-	-	-	-	-	-	-	-	5,467,587	12,226,000	45%
GEN GOVERNMENT SERVICE CHARGE																	
303607	PAYMENT IN LIEU OF TAXES	10	163,660	163,660	163,660	163,660									654,640	1,963,920	33%
303608	RISK & EE BENEFIT SERVICES	10	19,978	19,978	19,978	19,978									79,912	239,736	33%
303621	ADMIN SERVICES	10	191,777	191,777	191,777	191,777									767,108	2,301,324	33%
303622	PUBLIC WORKS SERVICES	10	131,733	131,733	131,733	131,733									526,932	1,580,796	33%
303626	BLDG INSPECTION SERVICES	10	8,313	8,313	8,313	8,313									33,252	99,756	33%
303628	SEWER FUND-EPA	10	30,974	30,974	30,974	30,974									123,896	371,688	33%
306700	IT SERVICES	10	81,087	81,087	81,087	81,087									324,348	973,044	33%
306707	CDBG PERSONNEL/EXP REIMB	10	32,837	35,872	65,793	35,105									169,606	444,000	38%
306751	HOME PERSONNEL/EXP REIMB	10	2,480	3,687	10,529	4,777									21,474	102,000	21%
306753	DUATS PERSONNEL/EXP REIMB	10	36,594	-	39,087	-									75,681	192,000	39%
306762	TRANSFER FROM COM. GRANTS	10	238	198	976	-									1,412	12,000	12%
	Sub Total		699,671	667,279	743,907	667,404	-	-	-	-	-	-	-	-	2,778,261	8,280,264	34%
GENERAL GOV LICENSES/PERMITS																	
304300	ANIMAL REGISTRATION LATE FEES	10	225	1,415	600	1,335									3,575	12,000	30%
304302	GARBAGE HAULERS	10	-	800	-	1,800									2,600	27,000	10%
304303	CONTRACTOR LICENSES	10	6,400	1,863	1,875	1,225									11,363	27,000	42%
304304	LIQUOR LICENSES	10	-	6,010	702	-									6,712	528,000	1%
304305	RENTAL PROGRAM INCOME	10	-	-	-	-									-	25,000	0%
304307	OTHER LICENSES	10	11,566	1,655	5,142	5,633									23,996	391,250	6%
304401	BUILDING PERMITS	10	274,683	29,379	71,318	46,846									422,226	630,000	67%
	Sub Total		292,874	41,122	79,637	56,839	-	-	-	-	-	-	-	-	470,471	1,640,250	29%

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

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

Period Ending: April 2022

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	Budget	% of Budget
GENERAL GOV FINES/FEES																	
303301	ON STREET PARKING	10	198	272	532	281									1,284	3,000	43%
303302	PARKING LOT 1	10	534	1,416	1,407	1,243									4,600	13,000	35%
303306	PARKING LOT 10	10	88	484	434	419									1,425	5,000	28%
303308	GARAGE C	10	1,210	6,435	2,898	680									11,223	55,000	20%
303310	RESIDENTIAL PARKING	10	540	360	540	240									1,680	4,000	42%
303312	DOWNTOWN EMPL PARKING PERMIT	10	1,505	1,270	2,393	1,185									6,352	21,000	30%
304490	ADMIN COURT FINES	10	3,221	2,768	5,169	2,985									14,143	91,000	16%
305500	ADMINISTRATIVE COURT FEES	10	1,970	1,346	3,042	1,775									8,133	43,000	19%
305501	COURT FINES	10	12,938	10,592	8,079	14,518									46,127	227,000	20%
305502	BOOT FEE	10	70	35	455	210									770	1,000	77%
305503	WEED CUTTING FEES	10	2,645	1,382	999	3,650									8,676	53,000	16%
305505	ILLEGAL USE OF VEHICLE	10	17,125	16,620	22,550	17,285									73,580	240,000	31%
305506	OVERTIME PARKING FEES	10	9,447	7,633	14,018	10,131									41,230	77,000	54%
305507	VARIANCE AND ZONING	10	280	740	650	140									1,810	5,000	36%
305513	OTHER FINES AND FEES	10	3,735	4,127	3,769	6,561									18,192	71,000	26%
305516	PET CITATIONS	10	1,760	8,425	2,642	13,293									26,121	61,000	43%
305520	TRASH & CLEAN UP FINES	10	4,781	2,447	5,184	8,773									21,185	56,000	38%
305521	VACANT PROPERTY FEE	10	-	-	-	-									-	118,600	0%
Sub Total			62,048	66,353	74,760	83,369	-	-	-	-	-	-	-	-	286,531	1,144,600	25%
INVESTMENT																	
306700	TRANSFERS FROM OTHER FUNDS	10	-	-	-	-									-	-	-
309900	BOND OR NOTE PROCEEDS	10	-	-	-	-									-	-	-
307101	INTEREST INCOME	10	-	-	-	-									-	18,000	0%
307141	INVESTMENT INCOME	10	7	-	1,352	-									1,359	-	-
Sub Total			7	-	1,352	-	-	-	-	-	-	-	-	-	1,359	18,000	8%
GENERAL GOV OTHER INCOME																	
303413	AMEREN FRANCHISE PAYMENTS	10	76,759	76,759	76,759	76,759									307,037	921,000	33%
303415	PROFESSIONAL STANDARDS	10	-	-	1,951	3,767									5,718	2,400	238%
303510	ELECTRIC AGGREGATION ADMIN	10	17,557	286	109	86									18,039	124,000	15%
308801	RENTAL OF CITY PROPERTY	10	-	-	-	-									-	1,200	0%
308802	SALE OF CITY PROPERTY	10	-	2,100	-	-									2,100	-	-
308803	SALE OF OTHER PROPERTY	10	-	-	-	-									-	5,000	0%
308807	DEMOLITION PAYMENTS	10	(250)	(250)	(2,700)	(200)									(3,400)	-	-
308810	DAMAGE TO CITY PROPERTY	10	157	(18)	232	3,548									3,919	-	-
308814	INVENTORY REIMBURSEMENTS	10	(417)	(215)	(218)	(105)									(954)	-	-
308890	REIMBURSEMENT OF EXPENSE	10	59	-	-	-									59	5,000	1%
308898	BANK RECONCILIATION ADJ	10	-	(4,608)	(3,526)	3,122									(5,013)	-	-
308899	MISCELLANEOUS INCOME	10	2,629	7,466	6,367	5,641									22,104	18,786	118%
Sub Total			96,496	81,521	78,974	92,619	-	-	-	-	-	-	-	-	349,609	1,077,386	32%
PUBLIC SAFETY INTERGOVERNMENT																	
302403	FIRE TRAINING REIMBURSEMENT	10	-	-	-	-									-	35,000	0%
Sub Total			-	-	-	-	-	-	-	-	-	-	-	-	-	35,000	0%
PUBLIC SAFETY TRANSFER																	
303405	SCHOOL DISTRICT REIMB	10	-	-	248,000	-									248,000	486,000	51%
310010	FIRE PROGRAMS	10	3,631	9,220	29,263	180									42,294	8,000	529%
Sub Total			3,631	9,220	277,263	180	-	-	-	-	-	-	-	-	290,294	494,000	59%
PUBLIC SAFETY FINES & FEES																	
305512	FIRE & BURGLAR ALARMS	10	2,700	1,300	400	400									4,800	8,000	60%
305514	POLICE RECORDS	10	2,423	1,055	2,575	1,317									7,370	12,000	61%
Sub Total			5,123	2,355	2,975	1,717	-	-	-	-	-	-	-	-	12,170	20,000	61%
PROPERTY TAX ROAD & BRIDGE																	
301102	ROAD & BRIDGE TAX	10	-	-	-	-									-	406,000	0%
Sub Total			-	-	-	-	-	-	-	-	-	-	-	-	-	406,000	0%
HIGHWAYS/STREETS INTERGOVERNMENTAL																	
302401	STATE ROUTE MAINTENANCE	10	65,274	-	-	32,637									97,911	128,000	76%
Sub Total			65,274	-	-	32,637	-	-	-	-	-	-	-	-	97,911	128,000	76%
303601	MFT REIMB-MSD/TRAFF SIGNAL	10	29,170	44,835	22,534	50,775									147,314	396,000	37%
303606	WATER STREET CUTS	10	30,984	28,782	16,107	43,782									119,655	169,000	71%
Sub Total			60,154	73,616	38,641	94,557	-	-	-	-	-	-	-	-	266,968	565,000	47%
General Fund Total			6,116,361	5,383,440	6,895,609	5,860,301	-	-	-	-	-	-	-	-	24,255,711	78,200,000	31%

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

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

Period Ending: April 2022

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	Budget	% of Budget
Other Funds																	
various	COMMUNITY GRANT	16	14,209	-	-	7,595									21,804	223,440	10%
various	HOME PROGRAM	17	12,615	4,722	11,423	5,924									34,684	1,418,000	2%
various	CDBG	18	45,281	56,676	43,856	43,553									189,366	3,128,800	6%
various	OLDE TOWNE TIF	19	-	-	16	-									16	974,243	0%
various	WABASH CROSSING TIF	21	-	-	133	-									133	347,225	0%
various	DUATS	22	65,185	-	45,676	-									110,861	360,000	31%
various	EASTGATE TIF	23	17,500	17,500	17,980	17,650									70,630	330,309	21%
various	SOUTHSIDE TIF	24	-	-	12	-									12	47,626	0%
various	STATE DRUG ENFORCEMENT	25	284	7,793	9,128	12,810									30,015	103,500	29%
various	DUI COURT FINES	26	6,195	4,752	2,951	5,888									19,786	107,100	18%
various	POLICE PROGRAMS/LAB	27	-	-	15	90									105	1,800	6%
various	PINES SHOPPING CENTER TIF	28	2,832	2,833	2,958	2,900									11,523	108,951	11%
various	GRAND & OAKLAND TIF	29	5,413	5,413	5,515	5,500									21,841	197,334	11%
various	FEDERAL DRUG ENFORCEMENT	30	-	-	-	-									-	85,200	0%
various	BUILDING FUND	34	49,115	49,115	49,132	49,115									196,477	589,375	33%
various	LIBRARY OPERATIONS	35	160,803	47,544	198,431	218,692									625,471	4,134,562	15%
various	BAND	36	1,048	1,048	1,056	1,048									4,200	76,276	6%
various	FOREIGN FIRE INSURANCE	37	872	1	1	1									876	185,550	0%
various	PEG PROJECTS	40	2,737	13,041	9	2,596									18,384	71,650	26%
various	LOCAL STREETS & ROADS	42	155,334	146,251	125,153	142,456									569,195	1,900,000	30%
various	2018 PROJECT FUND	44	35	(141)	152	(204)									(158)	575,236	0%
various	CAPITAL STREET PROJECTS	45	-	-	6	-									6	330,000	0%
various	MFT PROJECTS	46	283,092	1,153,547	1,306,129	253,425									2,996,194	8,457,246	35%
various	DEBT SERVICE	50	21,729	21,729	21,794	21,729									86,981	2,292,781	4%
various	LIBRARY CAPITAL	58	-	-	42	-									42	252,200	0%
various	LIBRARY TRUST FUNDS	59	200	200	-	-									400	30,000	1%
various	FLEET MAINTENANCE	60	229,015	258,596	270,052	261,341									1,019,005	3,028,373	34%
various	EQUIPMENT REPLACEMENT	61	25,664	450	620,056	24,090									670,260	1,000,000	67%
various	RISK MANAGEMENT	64	349,999	349,999	350,172	349,999									1,400,169	4,204,788	33%
various	EMPLOYEE BENEFIT	65	1,143,997	885,375	1,261,689	845,995									4,137,056	12,699,432	33%
various	PUBLIC TRANSIT	70	1,818,899	83,983	1,239,770	416,902									3,559,552	13,630,298	26%
various	FIBER OPTICS	77	2,691	145,980	2,760	4,030									155,461	814,770	19%
various	STORMWATER PROJECTS	78	124,652	113,950	132,446	161,733									532,781	1,942,114	27%
various	SEWER PROJECTS	79	577,095	578,653	704,762	608,714									2,469,224	8,791,778	28%
various	WATER	80	2,229,015	2,831,717	3,028,074	2,773,734									10,862,539	32,069,828	34%
various	WATER CAPITAL	81	-	-	1,578	-									1,578	3,000,000	0%
various	DCDF	82	1,368	1,368	1,368	1,368									5,471	183,555	3%
various	COMMUNITY REVITALIZATION	84	2,350	3,719	5,668	3,351									15,088	5,133,500	0%
various	GRANTS	85	-	200,791	-	-									200,791	470,000	43%
various	RECYCLING	88	57,985	56,191	62,097	59,078									235,351	701,827	34%
various	WATER BOND FUND	89	-	-	-	25,382,055									25,382,055	22,400,000	113%
various	FIRE PENSION	90	149,887	149,809	182,724	150,166									632,587	11,705,312	5%
various	POLICE PENSION	91	554,779	1,293,806	2,087,917	394,450									4,330,952	13,281,108	33%
various	AMERICAN RESCUE PLAN	99	-	-	-	-									-	16,900,000	0%
Grand Total Revenues			14,228,235	13,869,851	18,688,313	38,088,076	-	-	-	-	-	-	-	-	84,874,474	256,485,087	33%

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

[home](#)

Net Assessed Value \$: 884,161,072 certified
City Tax Rate: 1.69080% certified

Assessed Value Year
Pay Year

2021
2022
In Process

note	Tax Levy Item	Fund	Net Assessed Value	input	input	input	Billed \$ Amount
				Tax Rate	Tax Levy \$ Amount	Extension \$ Amount	
			certified	certified	ordinance	certified	certified
	General Obligation Bond Debt	50	884,161,072	0.12263%	1,084,154.00	1,084,246.58	1,084,246.58
	General Purpose	10	884,161,072	0.00000%	-	-	-
	Fire Pension	10	884,161,072	0.64468%	5,700,000.00	5,700,008.87	5,700,008.87
	Police Pension	10	884,161,072	0.58813%	5,200,000.00	5,200,015.85	5,200,015.85
	City Library	35	884,161,072	0.32800%	2,900,000.00	2,900,047.95	2,900,047.95
	Municipal Band	36	884,161,072	0.00736%	65,000.00	65,074.25	65,074.25
	Public Transit	70					
	xxxxx	xx					
1	Total City		884,161,072	1.69080%	14,949,154.00	14,949,393.50	14,949,393.50
			ok	ok	ok	ok	ok
TIF District (tax code district)			input	input	AV Increment \$ Amount	input	Billed \$ Amount
			AV Increment Value	Tax Rate		Extension \$ Amount	
			certified	certified		certified	certified
	ZTF3 Pines TIF (4062)	28	708,255	10.28940%	72,875.19	72,875.21	72,875.21
	ZTF5 Olde Towne TIF (4555)	19	9,621,012	10.28940%	989,944.41	989,946.66	989,946.66
	ZTF6 Near North TIF (4455)	21	3,254,593	10.28940%	334,878.09	334,879.16	334,879.16
	ZTF8 Eastgate TIF (9543)	23	1,560,316	9.79995%	152,910.19	152,910.22	152,910.22
	ZTF0 Grand & Oakland (4062)	29	1,250,766	10.28940%	128,696.32	128,696.33	128,696.33
	ZTFA SS Redevelopment (xxxx)	24	447,847	10.26162%	45,956.36	45,956.36	45,956.36
	xxxxx	xx	-	0.00000%	-	-	-
2	Redevelopment TIF		16,842,789		1,725,260.55	1,725,263.94	1,725,263.94
			ok		ok	ok	ok
	Total Property Tax Levy				16,674,414.55	16,674,657.44	16,674,657.44

Note(s)

- 1 Data per City of Decatur 2021 Tax Levy - certification and extension dated May 03, 2022 certified May 03, 2022 received by City May 10, 2022
- 2 Data per Macon County - AV increment, Tax Rates, certification and extension dated May 03, 2022 received by City May 10, 2022

Prepared By:
Office of the City Treasurer

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

home

Assessed Value Year
Pay Year

2021
2022
Final

Expected
Account
Receivable
\$ Amount

Actual
Collection
Rate

Tax Levy Item	Fund	Billed \$ Amount	99.0% Collection Rate	Expected Collection \$ Amount	input Distribution 1 xx/xx/2022	input Distribution 2 xx/xx/2022	input Distribution 3 xx/xx/2022	input Distribution 4 xx/xx/2022	input Distribution 5 xx/xx/2022	input Distribution 6 xx/xx/2022	input Distribution 7 xx/xx/2022	Total Distribution	Expected Account Receivable \$ Amount	Actual Collection Rate
GO Bond Debt	50	1,084,246.58	99.0%	1,073,404.00	-	-	-	-	-	-	-	-	1,073,404.00	0.0%
General Purpose	10	-	99.0%	-	-	-	-	-	-	-	-	-	-	-
Fire Pension	10	5,700,008.87	99.0%	5,643,009.00	-	-	-	-	-	-	-	-	5,643,009.00	0.0%
Police Pension	10	5,200,015.85	99.0%	5,148,016.00	-	-	-	-	-	-	-	-	5,148,016.00	0.0%
City Library	35	2,900,047.95	99.0%	2,871,047.00	-	-	-	-	-	-	-	-	2,871,047.00	0.0%
Municipal Band	36	65,074.25	99.0%	64,424.00	-	-	-	-	-	-	-	-	64,424.00	0.0%
Mass Transit														
Total City		14,949,393.50		14,799,900.00	-	-	-	-	-	-	-	-	14,799,900.00	0.0%
ZTF3 Pines (4062)	28	72,875.21	100.0%	72,875.00	-	-	-	-	-	-	-	-	72,875.00	0.0%
ZTF5 Olde Towne (4555)	19	989,946.66	98.0%	970,148.00	-	-	-	-	-	-	-	-	970,148.00	0.0%
ZTF6 Near North (4455)	21	334,879.16	100.0%	334,879.00	-	-	-	-	-	-	-	-	334,879.00	0.0%
ZTF8 Eastgate (9543)	23	152,910.22	100.0%	152,910.00	-	-	-	-	-	-	-	-	152,910.00	0.0%
ZTF0 Grand/Oakland (xxxx)	29	128,696.33	100.0%	128,696.00	-	-	-	-	-	-	-	-	128,696.00	0.0%
ZTFA Southside (xxxx)	24	45,956.36	100.0%	45,956.00	-	-	-	-	-	-	-	-	45,956.00	0.0%
xxxxx	xx	-	0.0%	-	-	-	-	-	-	-	-	-	-	-
Redevelopment TIF		1,725,263.94		1,705,464.00	-	-	-	-	-	-	-	-	1,705,464.00	0.0%
Total Property Tax Levy		16,674,657.44		16,505,364.00	-	-	-	-	-	-	-	-	16,505,364.00	0.0%
City Collection Rate:					xx	xx	xx	xx	xx	xx	xx	0.0%		

- Note(s)
- 1 Payment received xx/xx/2022 from Macon County Treasurer with ACH distribution / EFT xxxxx, dated month xx, 2022
 - 2 Payment received xx/xx/2022 from Macon County Treasurer with ACH distribution / EFT xxxxx, dated month xx, 2022
 - 3 Payment received xx/xx/2022 from Macon County Treasurer with ACH distribution / EFT xxxxx, dated month xx, 2022
 - 4 Payment received xx/xx/2022 from Macon County Treasurer with ACH distribution / EFT xxxxx, dated month xx, 2022
 - 5 Payment received xx/xx/2022 from Macon County Treasurer with ACH distribution / EFT xxxxx, dated month xx, 2022
 - 6 Payment received xx/xx/2022 from Macon County Treasurer with ACH distribution / EFT xxxxx, dated month xx, 2022
 - 7 Payment received xx/xx/2022 from Macon County Treasurer with ACH distribution / EFT xxxxx, dated month xx, 2022

Footnote (Not a part of City Tax Levy)	input Distribution 1 xx/xx/2022	input Distribution 2 xx/xx/2022	input Distribution 3 xx/xx/2022	input Distribution 4 xx/xx/2022	input Distribution 5 xx/xx/2022	input Distribution 6 xx/xx/2022	input Distribution 7 xx/xx/2022	Total Distribution
Decatur Road & Bridge Tax Distribution	10-0831-301102	-	-	-	-	-	-	-
Total County Distribution to Civil City								
	xx	xx	xx	xx	xx	xx	xx	-
Footnote (Not a part of City Tax Levy)								
Decatur Mobile Home Privilege Tax Distribution	10-0231-301106	-	-	-	-	-	-	-
Distribution to City including TIF & Mobile Home								
	xx	xx	xx	xx	xx	xx	xx	-
GO Bond Debt	50-43500-301103	-	ZTF3 Pines TIF (4062)	28-43281-301103	-			
General Purpose	10-0231-301103	-	ZTF5 Olde Towne TIF (4555)	19-45190-301103	-			
Fire Pension	10-0231-301103	-	ZTF6 Near North TIF (4455)	21-43210-301103	-			
Police Pension	10-0231-301103	-	ZTF8 Eastgate TIF (9543)	23-43230-301103	-			
City Library	35-59350-301103	-	ZTF0 Grand & Oakland (xx)	29-43291-301103	-	agree w/row 18	-	ok
Municipal Band	36-43360-301103	-	ZTFA SS Redevelopment (xx)	24-43241-301103	-	agree w/row 27	-	ok
			xxxxx	xx	-			

Prepared By:
Office of the City Treasurer

City of Decatur
City Treasurer's Financial Report
Expenditure Tracking

April 2022

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	2,412	4,386	3,604	2,571									12,973	61,687	61,687	21%
015	EXECUTIVE	10	61,303	52,458	81,814	61,340									256,914	868,399	868,399	30%
016	HUMAN RESOURCES	10	40,361	41,663	59,898	55,314									197,235	602,304	602,304	33%
017	INFORMATION TECHNOLOGIES	10	101,820	129,530	146,060	105,360									482,770	1,852,668	1,852,668	26%
018	CITY CLERK	10	513	308	-	-									821	-	-	-
020	LEGAL	10	105,306	100,848	104,344	84,530									395,028	1,006,159	1,006,159	39%
035	FINANCE	10	115,899	102,638	194,172	115,596									528,305	1,572,082	1,572,082	34%
037	PURCHASING	10	15,949	14,257	23,468	22,822									76,497	197,850	197,850	39%
038	CIVIC CENTER	10	1,055	37,506	37,711	28,309									104,582	273,954	273,954	38%
039	CITY GENERAL ADMINISTRATIVE	10	602,505	-	-	75,000									677,505	4,203,942	4,203,942	16%
040	CENTRAL BUSINESS DISTRICT	10	1,250	378	3,136	12,088									16,852	115,000	115,000	
Sub Total			1,048,373	483,971	654,207	562,930	-	-	-	-	-	-	-	-	2,749,481	10,754,045	10,754,045	26%
Community & Economic Development Services																		
050	PLANNING & SUSTAINABILITY	10	62,124	55,913	86,149	61,558									265,744	853,177	853,177	31%
052	BUILDING INSPECTIONS	10	62,245	54,191	83,306	52,058									251,800	795,771	795,771	32%
053	NEIGHBORHOOD INSPECTIONS	10	65,800	53,595	78,686	119,645									317,725	1,371,284	1,371,284	23%
054	REVITALIZATION & HOUSING	10	29,700	35,409	58,394	47,041									170,544	616,163	616,163	28%
055	ECONOMIC DEVELOPMENT	10	75,930	5,000	5,159	5,000									91,089	535,500	535,500	17%
Sub Total			295,799	204,107	311,694	285,302	-	-	-	-	-	-	-	-	1,096,902	4,171,895	4,171,895	26%
Public Safety																		
065	POLICE	10	2,217,452	1,730,507	2,332,857	2,524,981									8,805,796	30,897,437	30,897,437	29%
070	FIRE	10	1,235,393	1,084,714	1,571,944	1,199,416									5,091,467	21,589,122	21,589,122	24%
Sub Total			3,452,845	2,815,221	3,904,800	3,724,397	-	-	-	-	-	-	-	-	13,897,263	52,486,559	52,486,559	26%
Public Works																		
080	PUBLIC WORKS ADMIN	10	143,778	49,189	37,073	27,733									257,773	554,233	554,233	47%
082	ENGINEERING	10	81,314	75,624	110,652	91,279									358,868	1,610,298	1,610,298	22%
083	MUNICIPAL SERVICES	10	415,615	415,891	561,601	382,411									1,775,518	5,296,658	5,296,658	34%
084	STREETS	10	68,374	96,741	134,267	106,747									406,129	1,183,725	1,183,725	34%
086	TRAFFIC & PARKING	10	97,977	100,315	97,703	117,902									413,897	1,405,870	1,405,870	29%
088	LAND & BUILDING MGMT	10	32,790	42,097	43,001	38,460									156,347	736,717	736,717	21%
Sub Total			839,848	779,857	984,296	764,533	-	-	-	-	-	-	-	-	3,368,533	10,787,501	10,787,501	31%
General Fund Expenditure Total			5,636,865	4,283,156	5,854,997	5,337,162	-	-	-	-	-	-	-	-	21,112,180	78,200,000	78,200,000	27%
Community & Economic Development																		
16	COMMUNITY GRANT	16	988	198	976	53									2,215	223,440	223,440	1%
17	HOME PROGRAM	17	11,926	3,699	14,427	4,795									34,847	1,353,284	1,353,284	3%
18	CDBG PROGRAM	18	45,020	56,765	76,027	41,700									219,512	3,128,799	3,128,799	7%
22	DUATS	22	53,681	-	45,041	402									99,123	360,000	360,000	28%
70	PUBLIC TRANSIT	70	620,962	672,595	668,178	700,168									2,661,903	13,578,888	13,578,888	20%
82	DCDF	82	-	3,187	511	-									3,698	183,000	183,000	2%
84	COMMUNITY REVITALIZATION	84	22,200	106,874	118,290	203,615									450,979	6,537,889	6,537,889	7%
88	RECYCLING	88	48,370	53,432	35,338	39,426									176,566	657,176	657,176	27%
Sub Total			803,146	896,751	958,788	990,159	-	-	-	-	-	-	-	-	3,648,844	26,022,476	26,022,476	14%
Redevelopment & TIF																		
19	OLDE TOWNE TIF	19	-	-	-	-									-	929,140	929,140	0%
20	SE PLAZA TIF	20	-	-	-	-									-	-	-	-
21	WABASH CROSSING TIF	21	-	-	-	-									-	347,000	347,000	0%
23	EASTGATE TIF	23	-	-	-	-									-	330,000	330,000	0%
24	SOUTHSIDE TIF	24	-	-	-	-									-	47,000	47,000	0%
28	PINES SHOPPING CENTER TIF	28	-	-	-	-									-	107,119	107,119	0%
29	GRAND & OAKLAND TIF	29	-	-	-	-									-	197,334	197,334	0%
Sub Total			-	-	-	-	-	-	-	-	-	-	-	-	-	1,957,593	1,957,593	0%

City of Decatur
City Treasurer's Financial Report
Expenditure Tracking

April 2022

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
Public Safety																		
25	STATE DRUG ACTIVITIES	25	12,305	-	10,300	3,060									25,665	190,000	190,000	14%
26	DUI COURT FINES	26	5,083	14,471	1,579	7,919									29,051	141,000	141,000	21%
27	POLICE PROGRAMS/LAB	27	-	-	-	-									-	25,000	25,000	0%
30	FEDERAL DRUG ENFORCEMENT	30	-	1,200											1,200	125,000	125,000	1%
37	FOREIGN FIRE INSURANCE	37	5,176	7,071	2,134	14,316									28,697	185,550	185,550	15%
Sub Total			22,564	22,741	14,013	25,295	-	-	-	-	-	-	-	-	84,613	666,550	666,550	13%
Debt Service																		
50	DEBT SERVICE PAYMENTS	50	750	1,297,073	-	-									1,297,823	2,504,234	2,504,234	52%
Sub Total			750	1,297,073	-	-	-	-	-	-	-	-	-	-	1,297,823	2,504,234	2,504,234	52%
Public Works																		
42	LOCAL MFT PROJECTS	42	417,715	576,382	3,224	2,865									1,000,186	1,767,131	1,767,131	57%
44	2018 PROJECT FUND	44	-	2,480	25,303	-									27,783	3,248,110	3,248,110	1%
45	CAPITAL PROJECTS	45	5,000	5,000	5,000	5,000									20,000	330,000	330,000	6%
46	STATE MFT PROJECTS	46	2,093,768	100,816	113,693	417,444									2,725,721	8,030,490	8,030,490	34%
60	FLEET OPERATIONS	60	141,502	246,457	267,871	226,757									882,586	3,120,601	3,120,601	28%
61	EQUIPMENT REPLACEMENT	61	126,972	117,394	872,681	1,815									1,118,862	1,718,377	1,718,377	65%
78	STORM WATER PROJECTS	78	114,515	307,276	87,423	71,232									580,446	2,482,633	2,482,633	23%
79	SEWER PROJECTS	79	510,190	750,895	535,015	471,792									2,267,893	16,760,356	16,760,356	14%
Sub Total			3,409,662	2,106,701	1,910,211	1,196,905	-	-	-	-	-	-	-	-	8,623,478	37,457,698	37,457,698	23%
Library																		
35	LIBRARY OPERATIONS	35	318,047	308,844	380,813	327,771									1,335,475	4,144,223	4,144,223	32%
58	LIBRARY CAPITAL PROJECTS	58	-	-	-	-									-	250,000	250,000	0%
59	LIBRARY TRUST FUNDS	59	7,139	(1,413)	46	4,217									9,989	60,000	60,000	17%
Sub Total			325,186	307,431	380,860	331,988	-	-	-	-	-	-	-	-	1,345,464	4,454,223	4,454,223	30%
Internal Service and Other																		
34	BUILDING FUND	34	33,458	41,854	38,913	46,640									160,866	674,198	674,198	24%
36	BAND	36	2,283	224	224	5,521									8,252	86,876	86,876	9%
40	PEG CAPITAL PROGRAMMING	40	2,532	2,028	3,026	3,318									10,904	69,882	69,882	16%
64	RISK MANAGEMENT	64	146,913	51,680	149,531	347,937									696,061	3,424,383	3,424,383	20%
65	BENEFIT INSURANCE	65	901,261	885,859	782,935	1,122,579									3,692,634	12,165,140	12,165,140	30%
77	FIBER OPTICS	77	93	93	9,918	3,393									13,497	1,061,700	1,061,700	1%
85	GRANT FUND -COVID SPEND	85	-	-	-	-									-	470,000	470,000	0%
99	AMERICAN RESCUE PLAN	99	200,000	66,739	149,407	99,444									515,589	12,803,300	12,803,300	4%
Sub Total			1,286,541	1,048,477	1,133,954	1,628,831	-	-	-	-	-	-	-	-	5,097,803	30,755,479	30,755,479	17%
Water Utility																		
80	WATER UTILITY	80	1,196,700	8,850,707	1,424,215	1,205,428									12,677,049	31,879,232	31,879,232	40%
81	WATER CAPITAL	81	106,888	205,062	78,976	155,192									546,119	10,369,826	10,369,826	5%
89	WATER BONDS	89	-	-	-	595,478									595,478	9,350,000	9,350,000	6%
Sub Total			1,303,588	9,055,769	1,503,191	1,956,098	-	-	-	-	-	-	-	-	13,818,646	51,599,058	51,599,058	27%
Fudiciary Trust & Agency																		
90	FIRE PENSION	90	791,411	789,606	782,487	784,091									3,147,596	9,534,416	9,534,416	33%
91	POLICE PENSION	91	839,715	884,179	848,380	863,913									3,436,187	10,145,436	10,145,436	34%
Sub Total			1,631,127	1,673,785	1,630,867	1,648,004	-	-	-	-	-	-	-	-	6,583,783	19,679,852	19,679,852	33%
Grand Total Expenditures			14,419,428	20,691,883	13,386,880	13,114,441	-	-	-	-	-	-	-	-	61,612,632	253,297,164	253,297,164	24%

City of Decatur

Water Utility Financial Report

Operating Fund Statement of Revenue and Expense

home	US\$ (whole)	Current Month Actual	Current Month Budget	O(U) Budget	Prior Year MTD Actual	O(U) Prior Year
Revenue						
Water Sales		2,446,589	2,383,000	63,589	2,581,739	(135,150)
UCS Billing Reimb		13,069	19,266	(6,197)	19,266	(6,197)
Tapping Fees		-	5,000	(5,000)	40	(40)
Lake Lic. / Permits		29,837	80,000	(50,164)	-	29,837
Interest Income		-	-	-	-	-
Other Income		284,240	25,000	259,240	49,399	234,841
Total Revenue		2,773,734	2,512,266	261,468	2,650,444	123,290
Cost of Service						
801 Water Production		439,519	453,732	(14,213)	467,509	(27,989)
804 Water Services		252,873	361,791	(108,918)	309,321	(56,448)
Total Cost of Service		692,392	815,523	(123,131)	776,829	(84,437)
% of Revenue		25.0%	32.5%		29.3%	
Water Gross Margin		2,081,342	1,696,743	384,599	1,873,615	207,727
% of Revenue		75.0%	67.5%		70.7%	
Operating Expense						
802 Lake Management		80,879	100,700	(19,821)	69,345	11,534
803 Water Administration		363,281	363,669	(388)	358,637	4,644
805 Customer Service		68,876	106,769	(37,893)	94,014	(25,138)
Total Operating Expense		513,036	571,138	(58,102)	521,996	(8,960)
% of Revenue		18.5%	22.7%		19.7%	
Margin Before Debt Service		1,568,306	1,125,605	442,701	1,351,619	216,688
% of Revenue		56.5%	44.8%		51.0%	
Debt Service						
808 GO Bond Debt		-	-	-	-	-
809 IEPA - Nitrate Facility		-	-	-	-	-
80B IEPA - Water Tower		-	-	-	-	-
80C JCI - Auto Water Meter		-	-	-	-	-
Total Debt Service		-	-	-	-	-
% of Revenue		0.0%	0.0%		0.0%	
Operating Income		1,568,306	1,125,605	442,701	1,351,619	216,688
% of Revenue		56.5%	44.8%		51.0%	
Transfer to Capital						
CapEx Funding		-	-	-	-	-
Income after Capital Transfer		1,568,306	1,125,605	442,701	1,351,619	216,688
% of Revenue		56.5%	44.8%		51.0%	

Balance Sheet Items (Operating Fund)				
Cash	5,256,943		2,773,183	
Interfund AR	-		-	
Investments	-		-	
Total Cash & Investments	5,256,943		2,773,183	
Accounts Receivable	6,038,061		2,598,197	

Month of: April 2022

Current YTD Actual	Current YTD Budget	O(U) Budget	Prior YTD Actual	O(U) Prior Year
9,918,704	9,542,000	376,704	9,779,990	138,714
52,276	77,064	(24,788)	77,064	(24,788)
10,650	5,000	5,650	4,844	5,806
30,333	80,000	(49,667)	-	30,333
-	5,000	(5,000)	-	-
850,576	115,000	735,576	244,704	605,872
10,862,539	9,824,064	1,038,475	10,106,602	755,937
1,726,464	1,675,196	51,268	1,447,745	278,719
1,145,305	1,217,874	(72,569)	1,046,980	98,326
2,871,769	2,893,070	(21,301)	2,494,725	377,044
26.4%	29.4%		24.7%	
7,990,770	6,930,994	1,059,776	7,611,878	378,893
73.6%	70.6%		75.3%	
328,925	438,900	(109,975)	245,557	83,369
1,464,616	1,427,007	37,609	1,406,125	58,491
300,514	363,806	(63,292)	360,869	(60,356)
2,094,055	2,229,713	(135,658)	2,012,551	81,504
19.3%	22.7%		19.9%	
5,896,715	4,701,281	1,195,434	5,599,326	297,389
54.3%	47.9%		55.4%	
6,752,109	6,645,485	106,624	6,646,409	105,700
-	-	-	-	-
180,840	180,840	0	180,840	-
778,295	755,266	23,029	755,266	23,030
7,711,245	7,581,591	129,654	7,582,515	128,730
71.0%	77.2%		75.0%	
(1,814,530)	(2,880,310)	1,065,780	(1,983,189)	168,659
-16.7%	-29.3%		-19.6%	
-	-	-	-	-
(1,814,530)	(2,880,310)	1,065,780	(1,983,189)	168,659
-16.7%	-29.3%		-19.6%	

Prepared By:

Office of the City Treasurer

City of Decatur
Water Utility Financial Report
Capital Fund Statement of Revenue and Expense
[home](#)

Month of: April 2022

	Current Month Actual	Current YTD Actual	Current YTD Budget	O(U) Budget	Full Year Budget	Comments
Revenue						
CapEx Funding	-	-	-	-	2,000,000	CapEx funding from Water Operating Fund
ADM Cost Share	-	-	1,000,000	(1,000,000)	1,000,000	Actual ADM cost share
Other	-	1,578	-	1,578	-	
Total Revenue	-	1,578	1,000,000	(998,422)	3,000,000	
CapEx Project Spending						
Operating CapEx		3,647	50,000	(46,353)	430,000	81808112 423700
Professional Services	10,329	14,639	48,750	(34,111)	558,000	81808118 428000
Automotive Equipment	67,070	100,305	-	100,305	556,393	451000
Other Equipment	-	-	-	-	377,902	452000
System leak detection	-	-	-	-	34,848	486300
Water Main Replacement	212	67,837	-	67,837	-	488800
Water System Improvmnts	-	3,800	-	3,800	537,500	497000
SWTP Improvements	5,225	216,026	-	216,026	6,215,000	499200
Lake cap operating	72,356	139,864	125,000	14,864	865,183	81808122 423700
Lake cap land acq	-	-	-	-	100,000	81808128 450100
Lake cap additional water	-	-	-	-	695,000	81808128 488900
Water Distrobution System	-	-	-	-	-	
Arch & Eng. Services	-	-	-	-	-	81808118 423700
Total CapEx Spending	155,192	546,119	223,750	322,369	10,369,826	
Surplus (Deficit)	(155,192)	(544,541)	776,250		(7,369,826)	

Capital Fund Cash Position

Cash Position Start of Month	8,849,172	
Cash Position Close of Month	8,771,774	
Interfund AR	1,081,816	Due to Water Capital fund from Capital Fund 45

Prepared By: Office of the City Treasurer

City of Decatur
Water Utility Financial Report
Key Metrics

home

April 2022

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year	YTD Comparison
Current Year														
Water Bill Count														
Original Bills														
Residential	27,110	24,647	29,930	25,326	-	-	-	-	-	-	-	-	107,013	
Industrial	30	30	30	30	-	-	-	-	-	-	-	-	120	
Commercial	2,696	2,456	2,973	2,527	-	-	-	-	-	-	-	-	10,652	
Total	29,836	27,133	32,933	27,883	-	-	-	-	-	-	-	-	117,785	33.6%
Delinquent Bills														
Residential	7,701	6,192	8,221	7,626	-	-	-	-	-	-	-	-	29,740	
Industrial	1	1	-	2	-	-	-	-	-	-	-	-	4	
Commercial	390	374	385	411	-	-	-	-	-	-	-	-	1,560	
Total	8,092	6,567	8,606	8,039	-	-	-	-	-	-	-	-	31,304	54.3%
Total Bill Count	37,928	33,700	41,539	35,922	-	-	-	-	-	-	-	-	149,089	36.5%
Cubit Feet Consumption Billed														
Residential	11,184,528	10,323,200	11,417,042	9,994,015	-	-	-	-	-	-	-	-	42,918,785	30.5%
Industrial	41,470,827	44,584,892	39,019,803	43,645,501	-	-	-	-	-	-	-	-	168,721,023	32.2%
Commercial	9,930,161	9,864,418	9,610,928	9,625,163	-	-	-	-	-	-	-	-	39,030,670	29.9%
Total	62,585,516	64,772,510	60,047,773	63,264,679	-	-	-	-	-	-	-	-	250,670,478	34.6%
Water Shut Offs														
Customer Service Telephone Calls	5,148	4,411	5,080	4,460	-	-	-	-	-	-	-	-	2,400	61.7%
Water Billed \$														36.2%
Residential	703,993	646,665	728,724	637,301	-	-	-	-	-	-	-	-	2,716,683	31.6%
Industrial	1,132,178	1,202,794	1,072,338	1,184,640	-	-	-	-	-	-	-	-	4,591,950	32.5%
Commercial	526,196	506,736	526,010	508,700	-	-	-	-	-	-	-	-	2,067,642	31.4%
Total	\$ 2,362,367	\$ 2,356,195	\$ 2,327,072	\$ 2,330,641	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,376,275	32.0%
Penalty \$	\$ 28,636	\$ 12,568	\$ 14,045	\$ 44,879	-	-	-	-	-	-	-	-	\$ 100,129	83.6%
Total Billed	\$ 2,391,004	\$ 2,368,763	\$ 2,341,116	\$ 2,375,521	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,476,404	32.2%
Raw Water Gallonage Billed														
Gallons (000)	292,670	292,140	296,130	297,810	-	-	-	-	-	-	-	-	1,178,750	30.5%
\$ Billed	89,264	89,103	90,320	90,832	-	-	-	-	-	-	-	-	359,519	30.5%
Water Billed vs Cash Receipts														
Billed \$	2,480,268	2,457,866	2,431,436	2,466,353	-	-	-	-	-	-	-	-	\$ 9,835,923	32.1%
Cash Revenue \$	2,170,717	2,780,145	2,521,253	2,446,589	-	-	-	-	-	-	-	-	\$ 9,918,704	32.1%
% Cash to Billed	88%	113%	104%	99%	-	-	-	-	-	-	-	-	100.8%	
Prior Year														
Water Bill Count														
Original Bills														
Residential	25,059	23,515	29,744	27,936	25,609	27,863	26,155	26,059	27,124	26,256	25,196	27,595	318,111	
Industrial	32	32	32	32	32	31	31	31	30	30	30	30	373	
Commercial	2,543	2,364	2,981	2,765	2,577	2,775	2,672	2,588	2,695	2,661	2,484	2,837	31,942	
Total	27,634	25,911	32,757	30,733	28,218	30,669	28,858	28,678	29,849	28,947	27,710	30,462	350,426	
Delinquent Bills														
Residential	-	-	-	4,387	6,733	7,684	7,561	7,342	6,874	7,526	6,506	8,347	62,960	
Industrial	-	-	-	-	-	-	-	-	-	-	-	2	2	
Commercial	-	-	-	267	383	429	388	373	402	419	354	431	3,446	
Total	-	-	-	4,654	7,116	8,113	7,949	7,715	7,276	7,945	6,860	-	66,408	
Total Bill Count	27,634	25,911	32,757	35,387	35,334	38,782	36,807	36,393	37,125	36,892	34,570	30,462	416,834	
Cubit Feet Consumption Billed														
Residential	10,767,334	9,925,623	11,990,776	11,474,746	10,630,307	13,136,467	12,474,128	12,523,984	14,250,073	11,615,797	10,496,591	11,253,709	140,539,535	
Industrial	42,014,828	44,147,266	38,456,220	47,075,410	43,606,652	44,110,636	42,577,898	45,582,125	45,982,380	43,048,898	45,561,283	41,088,785	523,252,381	
Commercial	9,042,082	8,539,316	9,981,824	10,106,822	10,333,931	11,504,792	12,736,138	12,592,992	13,918,961	12,999,776	8,590,363	10,076,006	130,423,003	
Total	61,824,244	62,612,205	60,428,820	68,656,978	64,570,890	68,751,895	67,788,164	-	74,151,414	67,664,471	64,648,237	62,418,500	794,214,919	
Water Shut Offs														
Customer Service Tphone Calls	3,386	3,059	4,192	4,648	4,295	5,598	4,216	4,714	4,588	4,657	4,757	4,500	3,888	
Water Billed \$														52,820
Residential	\$ 658,240	\$ 608,620	\$ 737,412	\$ 705,777	\$ 659,321	\$ 806,904	\$ 764,169	\$ 762,782	\$ 806,390	\$ 720,704	\$ 660,528	\$ 710,844	\$ 8,601,692	
Industrial	\$ 1,118,507	\$ 1,166,364	\$ 1,036,264	\$ 1,236,052	\$ 1,156,692	\$ 1,220,483	\$ 1,163,663	\$ 1,241,562	\$ 1,237,861	\$ 1,168,410	\$ 1,271,240	\$ 1,124,335	\$ 14,141,432	
Commercial	\$ 473,329	\$ 444,867	\$ 530,008	\$ 521,367	\$ 520,537	\$ 583,900	\$ 624,185	\$ 611,803	\$ 661,567	\$ 623,739	\$ 445,434	\$ 538,805	\$ 6,579,540	
Total	\$ 2,250,076	\$ 2,219,852	\$ 2,303,684	\$ 2,463,196	\$ 2,336,551	\$ 2,611,286	\$ 2,552,017	\$ 2,616,147	\$ 2,705,818	\$ 2,512,853	\$ 2,377,202	\$ 2,373,984	\$ 29,322,664	
Penalty \$	\$ -	\$ -	\$ -	\$ -	\$ 7,397	\$ 11,899	\$ 13,354	\$ 14,264	\$ 15,045	\$ 15,594	\$ 12,720	\$ 15,229	\$ 119,791	
Total Billed	\$ 2,250,076	\$ 2,219,852	\$ 2,303,685	\$ 2,470,593	\$ 2,348,449	\$ 2,624,449	\$ 2,566,281	\$ 2,630,437	\$ 2,720,863	\$ 2,528,447	\$ 2,389,922	\$ 2,389,213	\$ 29,442,456	
Raw Water Gallonage														
Gallons (000)	319,830	309,680	263,740	326,070	303,870	372,870	364,800	353,560	321,720	340,600	297,900	292,670	3,867,310	
\$ Billed	\$ 97,548	\$ 94,452	\$ 80,441	\$ 99,451	\$ 92,680	\$ 113,725	\$ 111,264	\$ 107,836	\$ 98,125	\$ 103,883	\$ 90,860	\$ 89,264	\$ 1,179,530	
Water Billed vs Cash Receipts														
Billed \$	\$ 2,347,624	\$ 2,314,304	\$ 2,384,126	\$ 2,570,044	\$ 2,441,129	\$ 2,738,365	\$ 2,677,545	\$ 2,738,273	\$ 2,818,988	\$ 2,632,330	\$ 2,480,781	\$ 2,478,477	\$ 30,621,986	
Cash Revenue \$	\$ 2,387,168	\$ 2,334,499	\$ 2,476,584	\$ 2,581,739	\$ 2,449,633	\$ 2,686,789	\$ 2,688,433	\$ 2,775,446	\$ 2,729,320	\$ 2,659,178	\$ 2,605,104	\$ 2,492,951	\$ 30,866,844	
% Cash to Billed	101.7%	100.9%	103.9%	100.5%	100.3%	98.1%	100.4%	101.4%	96.8%	101.0%	105.0%	100.6%	100.8%	

City of Decatur
Treasurer's Financial Report
Headcount Staffing Level

Period Ending: April 2022

	2022 Budget	Current Year Staffing Levels												Prior Yr End
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Full Time Staffing														
Executive & City Clerk	8	7	7	7	7	-	-	-	-	-	-	-	-	7
Finance	21	18	19	19	20	-	-	-	-	-	-	-	-	20
Human Resources	4	4	4	4	4	-	-	-	-	-	-	-	-	4
Information Technology	8	8	8	8	8	-	-	-	-	-	-	-	-	8
Corporation Counsel	7	8	8	8	7	-	-	-	-	-	-	-	-	7
Economic & Community Dev	26	23	23	24	23	-	-	-	-	-	-	-	-	21
Public Safety	268	253	254	251	248	-	-	-	-	-	-	-	-	252
Public Works	113	103	104	104	103	-	-	-	-	-	-	-	-	110
Total Full Time	455	424	427	425	420	-	-	-	-	-	-	-	-	429
Part Time Staffing														
Executive	-	1	2	1	1	-	-	-	-	-	-	-	-	1
Legislative	7	7	7	7	7	-	-	-	-	-	-	-	-	7
Finance	-	2	2	3	3	-	-	-	-	-	-	-	-	2
Human Resources	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Information Technology	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Corporation Counsel	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Economic & Community Dev	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Public Safety	-	2	2	2	2	-	-	-	-	-	-	-	-	1
Public Works	-	-	-	-	-	-	-	-	-	-	-	-	-	2
Total Temporary	7	12	13	13	13	-	-	-	-	-	-	-	-	13
Total City Staff Headcount	462	436	440	438	433	-	-	-	-	-	-	-	-	442

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: April 2022

	2022 Budget	Current Year Staffing Levels												Prior Yr End
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Full Time Staff														
Executive														
Executive & City Clerk	5	4	4	4	4	-	-	-	-	-	-	-	-	4
Public Transit	3	3	3	3	3	-	-	-	-	-	-	-	-	2
Total	8	7	7	7	7	-	-	-	-	-	-	-	-	7
Finance														
Finance	12	11	11	11	12	-	-	-	-	-	-	-	-	11
Purchasing	2	2	2	2	2	-	-	-	-	-	-	-	-	2
Utility Customer Service	7	5	6	6	6	-	-	-	-	-	-	-	-	7
Total	21	18	19	19	20	-	-	-	-	-	-	-	-	20
Human Resources														
Human Resources	4	4	4	4	4	-	-	-	-	-	-	-	-	4
Information Technology														
Information Technology	8	8	8	8	8	-	-	-	-	-	-	-	-	8
Corporation Legal Counsel														
Corporation Legal Counsel	7	8	8	8	7	-	-	-	-	-	-	-	-	7
Economic & Community Devel														
Planning, Sustainability, Admin	7	6	6	7	7	-	-	-	-	-	-	-	-	6
Building Inspections	7	6	6	6	6	-	-	-	-	-	-	-	-	6
Neighborhood Inspection	8	6	6	6	6	-	-	-	-	-	-	-	-	6
Neighborhood Services	4	5	5	5	4	-	-	-	-	-	-	-	-	3
Total	26	23	23	24	23	-	-	-	-	-	-	-	-	21
Public Safety														
Fire	109	104	105	105	105	-	-	-	-	-	-	-	-	104
Police	159	149	149	146	143	-	-	-	-	-	-	-	-	148
Total	268	253	254	251	248	-	-	-	-	-	-	-	-	252
Public Works														
PW Engineering	13	9	9	10	10	-	-	-	-	-	-	-	-	9
Fleet Maintenance	8	8	8	8	8	-	-	-	-	-	-	-	-	8
PW Municipal Services	46	44	45	44	44	-	-	-	-	-	-	-	-	51
PW Administration	2	2	2	2	2	-	-	-	-	-	-	-	-	2
Water Production (Admin)	2	2	2	2	2	-	-	-	-	-	-	-	-	2
Water Production (Lake)	5	4	5	5	5	-	-	-	-	-	-	-	-	3
Water Production South Plant	15	14	13	13	12	-	-	-	-	-	-	-	-	14
Water Services Distribution	22	20	20	20	20	-	-	-	-	-	-	-	-	21
Total	113	103	104	104	103	-	-	-	-	-	-	-	-	110
Total City Staffing	455	424	427	425	420	-	-	-	-	-	-	-	-	429
General Fund staffing	393	374	376	374	370	-	-	-	-	-	-	-	-	371
Other Fund staffing	62	50	51	51	50	-	-	-	-	-	-	-	-	51
Total staffing	455	424	427	425	420	-	-	-	-	-	-	-	-	422

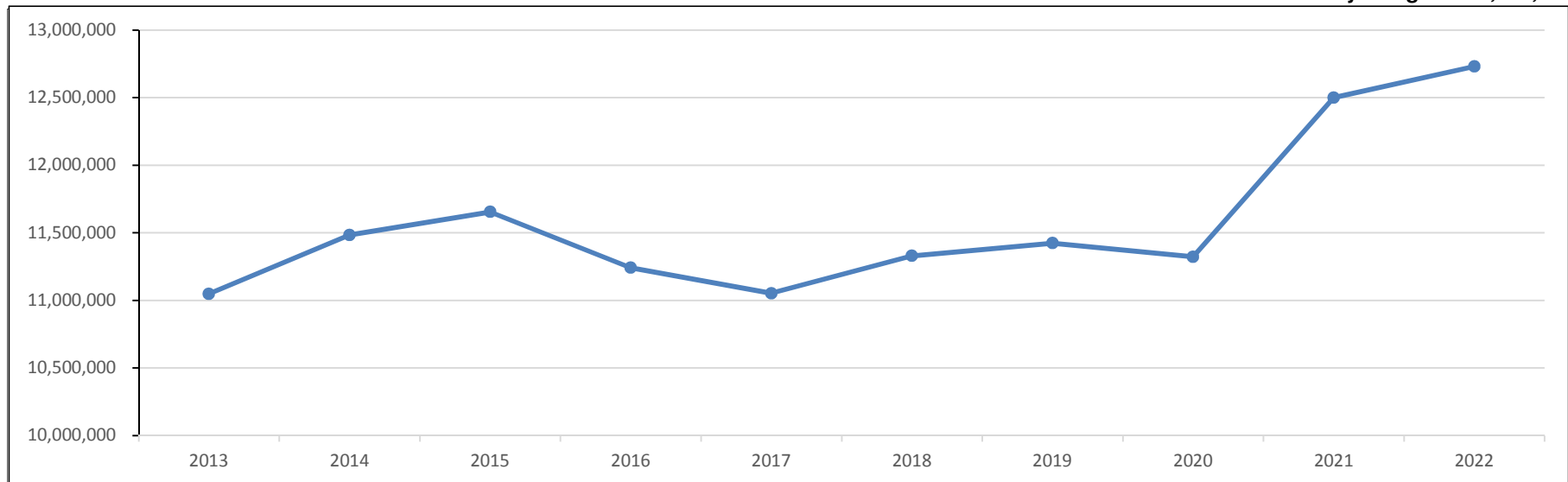
Note: Above report includes all Full Time W-2 EE's

STATE SALES TAX

Home

MONTH	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Year in Play	
JANUARY	918,325	938,684	963,009	946,811	902,833	882,653	984,872	984,354	936,318	1,033,684	A
FEBRUARY	880,247	914,587	941,678	904,631	899,838	917,921	935,303	955,006	882,140	1,075,306	A
MARCH	1,076,758	1,106,071	1,120,789	1,119,498	1,107,270	1,088,364	1,093,971	1,112,877	1,115,773	1,269,776	A
APRIL	856,724	825,291	857,417	824,458	789,769	840,607	801,923	850,408	909,469	938,656	A
MAY	884,323	868,465	877,404	867,538	837,972	819,180	845,440	849,934	864,919	1,052,483	B
JUNE	954,864	974,156	978,888	940,736	957,693	978,292	975,295	909,787	1,179,406	1,051,483	B
JULY	922,915	935,127	944,686	887,325	906,452	942,693	968,093	858,962	1,082,746	1,051,392	B
AUGUST	796,714	1,028,409	992,900	943,818	935,012	1,010,708	1,011,477	945,270	1,201,374	1,051,483	B
SEPTEMBER	948,422	979,712	1,006,626	994,684	953,644	978,357	930,277	972,693	1,113,247	1,051,483	B
OCTOBER	925,873	981,740	991,641	933,239	891,372	943,494	979,187	974,990	1,069,252	1,051,483	B
NOVEMBER	964,174	961,614	1,003,087	962,595	934,414	991,142	967,297	940,548	1,087,116	1,051,483	B
DECEMBER	919,141	969,684	976,633	916,175	935,863	935,419	930,430	967,339	1,058,332	1,051,483	B

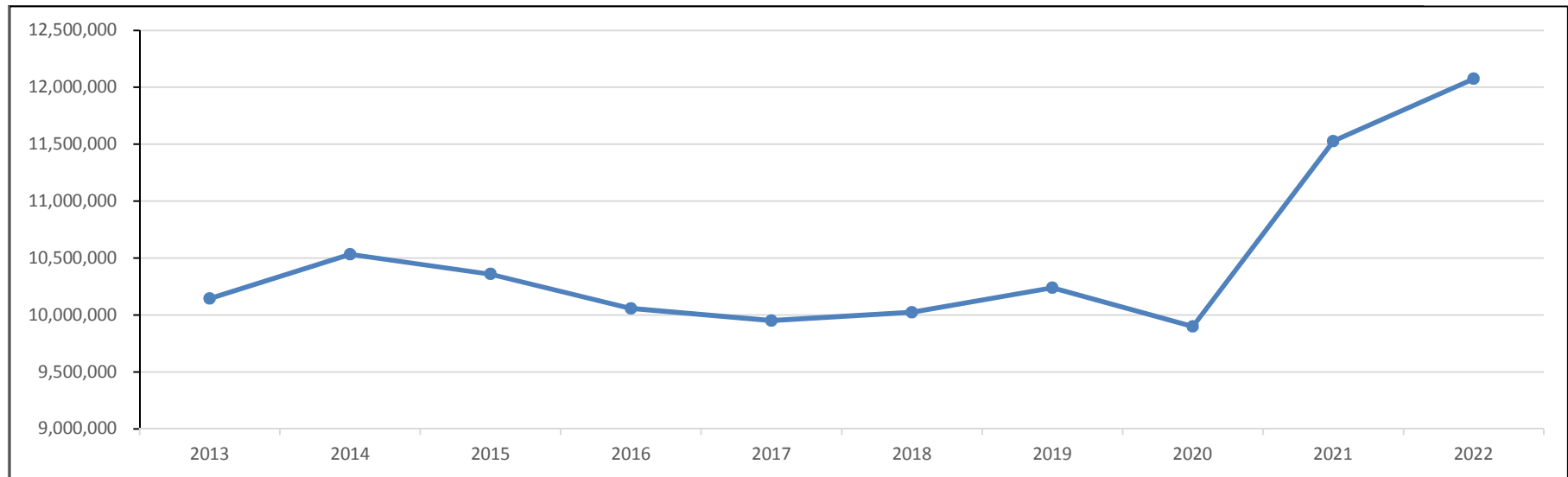
TOTALS	11,048,482	11,483,540	11,654,760	11,241,506	11,052,132	11,328,832	11,423,564	11,322,169	12,500,091	12,730,196	
									Year in Play Budget	12,700,000	



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

LOCAL SALES TAX

MONTH	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Year in Play	
JANUARY	861,196	887,481	889,089	848,993	818,066	807,770	892,334	880,608	840,697	1,006,392	A
FEBRUARY	880,506	862,759	863,243	833,995	838,995	837,288	864,722	856,677	781,469	1,041,267	A
MARCH	1,012,286	1,022,997	1,000,115	1,036,321	995,383	959,353	963,236	960,429	992,288	1,201,515	A
APRIL	773,089	739,227	739,805	703,472	702,734	712,309	698,869	734,157	813,655	858,286	A
MAY	775,938	779,506	764,685	744,767	729,878	716,975	739,341	727,854	776,379	995,873	B
JUNE	853,033	865,335	832,374	840,488	855,602	852,317	858,115	765,429	1,102,858	995,873	B
JULY	846,702	864,489	833,551	791,839	814,658	807,532	860,421	735,614	1,046,496	995,873	B
AUGUST	619,512	957,423	906,467	867,107	877,154	909,719	920,833	834,535	1,045,456	995,873	B
SEPTEMBER	901,318	916,077	911,765	904,129	852,928	890,655	873,345	873,669	1,046,584	995,873	B
OCTOBER	860,182	882,079	875,986	822,711	779,788	836,215	868,200	865,615	1,013,580	995,873	B
NOVEMBER	897,029	884,609	882,605	854,078	835,747	866,834	875,836	819,660	1,048,702	995,873	B
DECEMBER	864,499	872,277	860,119	810,233	849,336	827,137	824,656	845,741	1,018,861	995,873	B
TOTALS	10,145,292	10,534,258	10,359,805	10,058,133	9,950,270	10,024,104	10,239,908	9,899,988	11,527,023	12,074,447	
									Year in Play Budget	11,686,000	

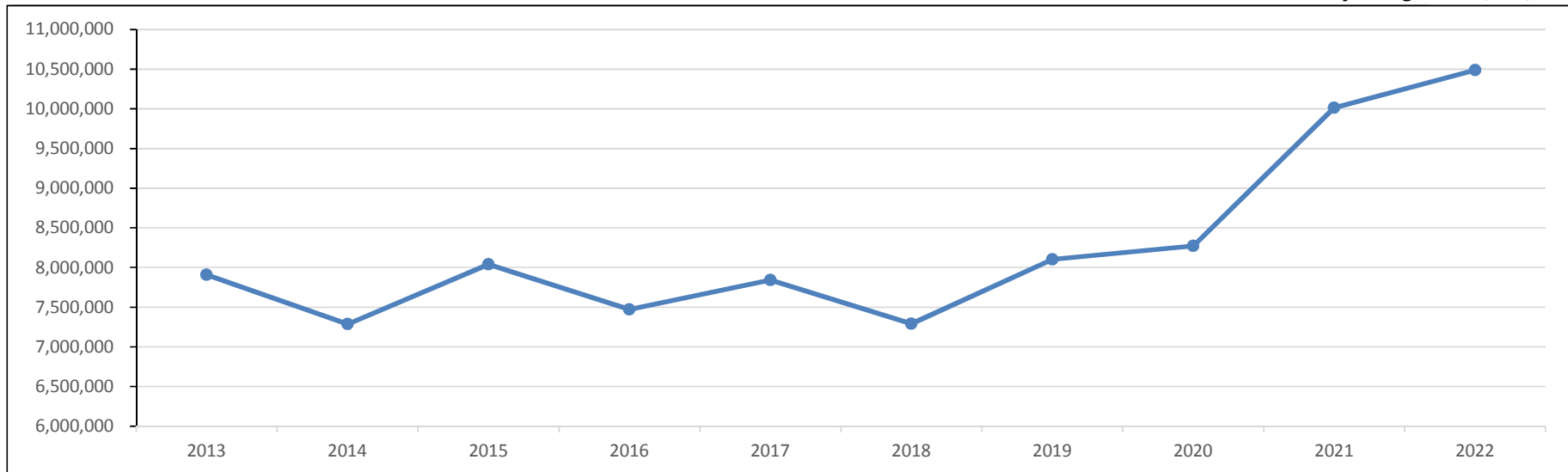


Schedule presents total State Sales Tax Revenue - revenue is recorded in General, Southeast TIF, Eastgate TIF, Pines TIF and Grand/Oakland TIF funds w/ TIF agreements

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

STATE INCOME TAX

MONTH	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Year in Play	
JANUARY	632,905	850,845	852,700	912,628	851,716	578,461	631,574	696,621	807,110	960,878	A
FEBRUARY	478,227	-	-	-	-	837,319	759,834	717,710	853,298	1,198,126	A
MARCH	394,663	699,395	620,094	751,474	1,411,585	420,941	457,518	533,688	588,089	519,319	A
APRIL	1,333,938	742,236	925,184	822,346	-	646,373	734,870	783,855	937,702	1,109,452	A
MAY	404,944	423,934	403,609	476,082	396,235	1,044,019	1,528,635	767,466	1,280,911	1,200,000	B
JUNE	703,157	741,339	824,784	1,774,951	764,129	482,298	477,387	475,376	1,123,868	1,100,000	B
JULY	1,298,806	1,150,541	1,364,531	-	1,547,903	652,113	713,920	754,878	1,008,212	1,000,000	B
AUGUST	441,258	428,542	566,667	496,310	698,009	478,694	511,760	1,032,080	566,126	600,000	B
SEPTEMBER	675,812	709,251	1,263,519	1,120,799	727,037	467,186	452,932	584,790	597,861	600,000	B
OCTOBER	419,882	818,347	-	-	599,068	726,093	808,115	846,827	1,086,453	1,000,000	B
NOVEMBER	409,627	-	441,918	450,551	450,852	522,953	527,420	572,208	622,816	600,000	B
DECEMBER	714,661	721,926	776,691	665,793	396,923	433,456	498,389	506,596	539,685	600,000	B
13 ct-3 mo delay 13 ct-2 mo delay 12 ct-2 mo delay 12 ct-2 mo delay 12 ct-2 mo delay 14 ct-no delay											
TOTALS	7,907,881	7,286,357	8,039,696	7,470,934	7,843,458	7,289,905	8,102,353	8,272,095	10,012,130	10,487,774	
										Year in Play Budget	9,950,000

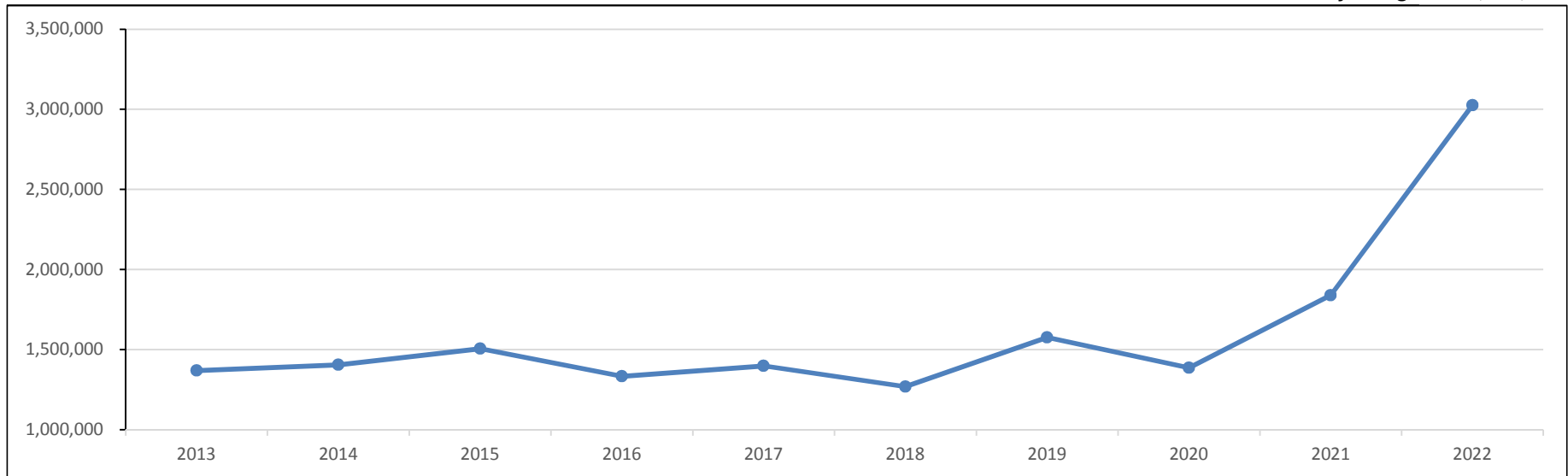


Schedule presents State LGDF distribution

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

PERSONAL PROPERTY REPLACEMENT TAX

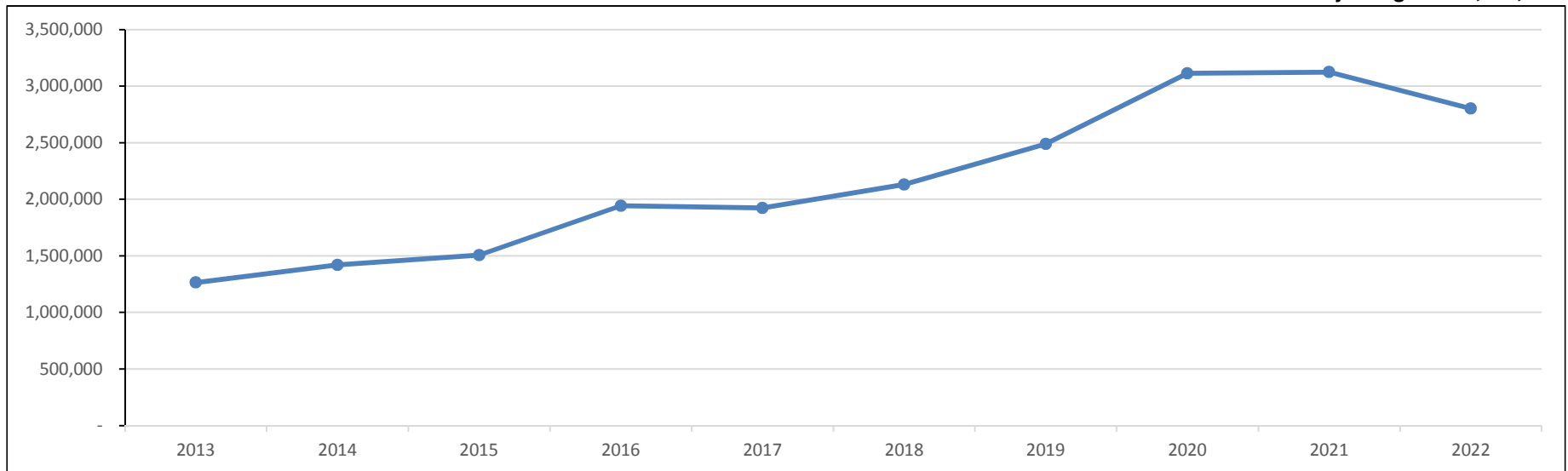
MONTH	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Year in Play	
JANUARY	185,383	233,315	202,878	195,051	217,463	143,616	153,006	226,930	238,599	489,253	A
FEBRUARY	1,605	2,024	717	-	-	-	-	-	-	-	A
MARCH	62,898	80,778	70,137	83,788	147,880	132,622	67,368	45,114	86,205	654,576	A
APRIL	303,821	309,261	364,335	271,921	352,780	260,085	301,619	311,508	402,800	743,040	A
MAY	265,561	227,806	293,618	219,695	227,189	269,213	365,884	199,155	519,099	500,000	B
JUNE	937	-	2,501	12,343	-	-	3,173	-	-	-	B
JULY	260,211	229,514	238,695	239,680	239,384	206,222	217,352	206,917	378,262	400,000	B
AUGUST	29,295	24,688	32,169	27,902	10,712	20,842	26,075	152,903	48,103	50,000	B
SEPTEMBER	-	6,877	2,356	4,554	-	-	-	-	26,897	30,000	B
OCTOBER	188,719	227,489	239,950	218,004	160,071	190,221	376,967	193,839	2,246	3,000	B
NOVEMBER	-	-	-	1,876	-	-	1,332	-	6,015	6,000	B
DECEMBER	70,395	63,058	58,604	58,514	42,179	46,033	62,824	50,168	131,241	150,000	B
TOTALS	1,368,825	1,404,809	1,505,959	1,333,328	1,397,658	1,268,855	1,575,600	1,386,533	1,839,468	3,025,869	
								Year in Play Budget		2,117,722	



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

LOCAL USE TAX

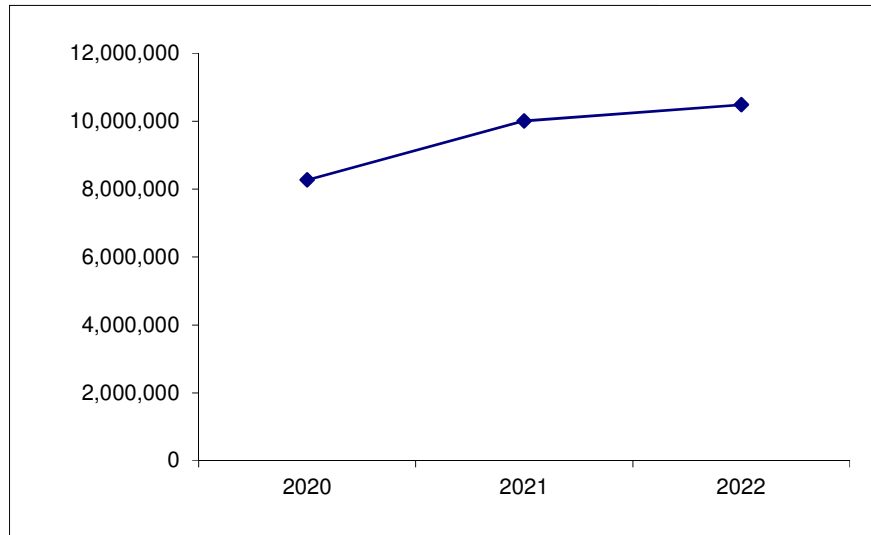
MONTH	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Year in Play	
JANUARY	98,119	115,740	136,569	295,435	159,854	166,257	205,607	244,618	301,148	215,409	A
FEBRUARY	103,364	108,961	129,837	146,086	155,199	192,590	227,498	229,171	320,911	253,062	A
MARCH	147,635	171,437	196,801	208,903	241,170	243,593	275,101	314,455	452,845	320,769	A
APRIL	102,769	90,904	69,628	128,350	139,319	145,000	159,583	217,745	222,022	212,726	A
MAY	76,976	89,241	135,902	130,832	131,114	149,116	183,842	189,224	197,971	225,000	B
JUNE	96,618	117,824	143,287	153,738	170,503	180,080	208,996	240,704	253,092	225,000	B
JULY	106,037	108,621	140,649	149,743	146,418	157,169	197,817	254,820	229,947	225,000	B
AUGUST	93,637	115,406	133,971	145,710	147,521	171,381	198,672	283,392	211,651	225,000	B
SEPTEMBER	124,363	128,816	-	164,340	156,033	183,541	201,970	286,103	241,230	225,000	B
OCTOBER	106,986	109,843	-	130,791	149,381	178,049	207,636	289,306	224,653	225,000	B
NOVEMBER	99,965	118,956	-	142,584	158,864	169,331	198,926	275,488	237,138	225,000	B
DECEMBER	107,849	144,341	419,237	146,571	167,420	194,248	222,795	287,411	231,030	225,000	B
TOTALS	1,264,318	1,420,091	1,505,880	1,943,083	1,922,796	2,130,355	2,488,443	3,112,435	3,123,637	2,801,967	
								Year in Play Budget		3,199,000	



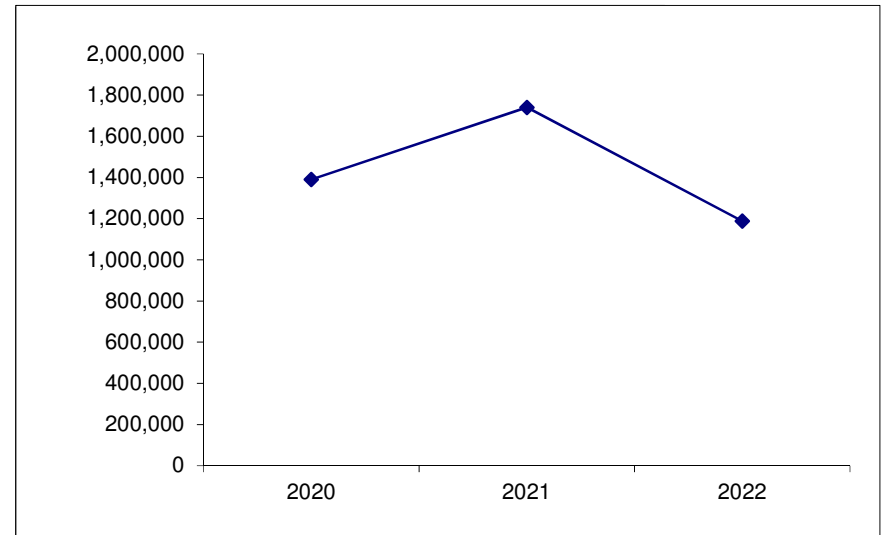
Schedule presents State distribution of Use Tax.

STATE INCOME TAX LGDF DISTRIBUTION

MONTH	2020 Actual	2021 Actual	2022 Year in Play	
JANUARY	696,621	807,110	960,878	A
FEBRUARY	717,710	853,298	1,198,126	A
MARCH	533,688	588,089	519,319	A
APRIL	783,855	937,702	1,109,452	A
MAY	767,466	1,280,911	1,200,000	B
JUNE	475,376	1,123,868	1,100,000	B
JULY	754,878	1,008,212	1,000,000	B
AUGUST	1,032,080	566,126	600,000	B
SEPTEMBER	584,790	597,861	600,000	B
OCTOBER	846,827	1,086,453	1,000,000	B
NOVEMBER	572,208	622,816	600,000	B
DECEMBER	506,596	539,685	600,000	B
TOTALS	8,272,095	10,012,130	10,487,774	
		Current Budget	9,958,000	
		Projected Amt Over (Under)	529,774	

**LOCAL TELEPHONE UTILITY TAX**

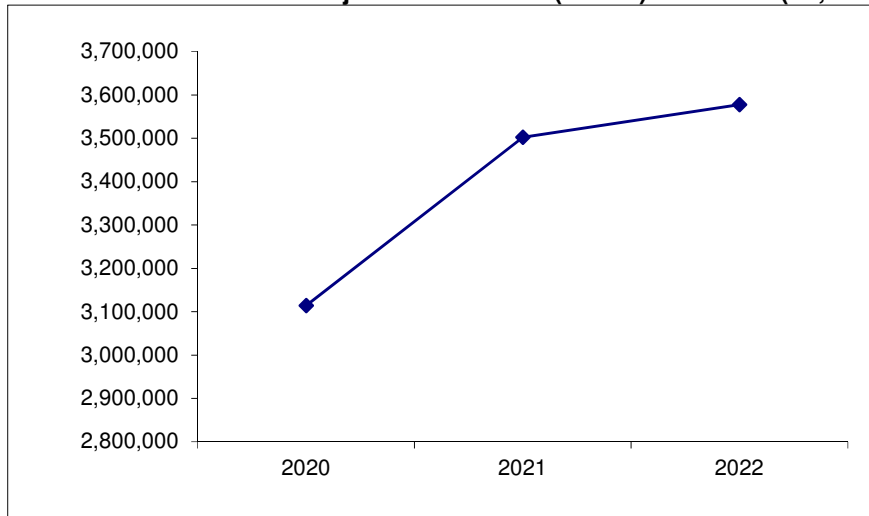
MONTH	2020 Actual	2021 Actual	2022 Year in Play	
JANUARY	118,281	585,430	99,599	A
FEBRUARY	149,194	105,214	94,273	A
MARCH	123,430	97,810	97,801	A
APRIL	108,714	91,598	95,983	A
MAY	109,646	97,948	100,000	B
JUNE	111,749	129,008	100,000	B
JULY	111,967	101,474	100,000	B
AUGUST	110,398	111,428	100,000	B
SEPTEMBER	113,817	108,598	100,000	B
OCTOBER	115,280	103,735	100,000	B
NOVEMBER	111,618	105,524	100,000	B
DECEMBER	105,685	102,715	100,000	B
TOTALS	1,389,780	1,740,483	1,187,657	
		Current Budget	1,190,000	
		Projected Amt Over (Under)	(2,343)	



Projected Revenues

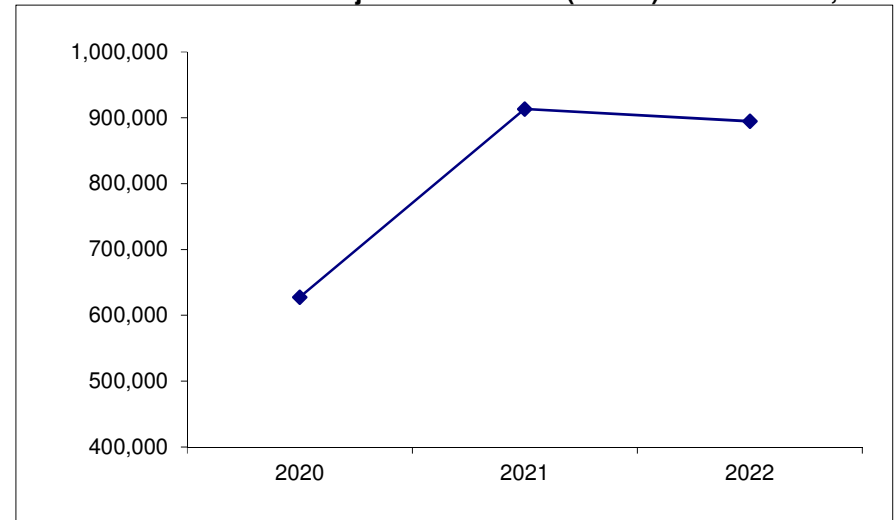
LOCAL FOOD & BEVERAGE TAX

MONTH	2020 Actual	2021 Actual	2022 Year in Play	
JANUARY	284,618	259,733	325,939	A
FEBRUARY	258,900	237,003	268,346	A
MARCH	244,619	251,710	254,687	A
APRIL	222,250	316,741	328,645	A
MAY	219,522	302,025	300,000	B
JUNE	270,572	314,701	300,000	B
JULY	290,434	295,357	300,000	B
AUGUST	294,210	307,177	300,000	B
SEPTEMBER	266,208	345,458	300,000	B
OCTOBER	262,691	112,289	300,000	B
NOVEMBER	272,130	460,845	300,000	B
DECEMBER	228,087	299,194	300,000	B
TOTALS	3,114,241	3,502,233	3,577,616	
		Current Budget	3,659,000	
		Projected Amt Over (Under)	(81,384)	



LOCAL HOTEL & MOTEL TAX

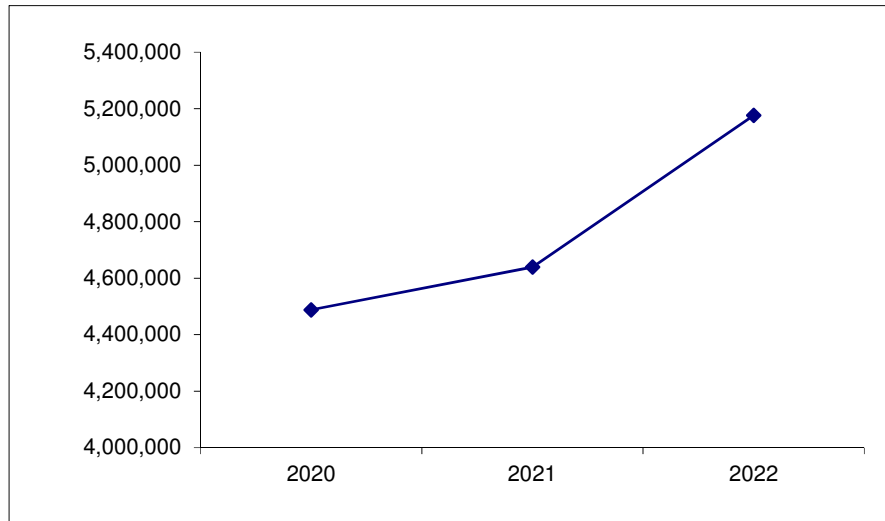
MONTH	2020 Actual	2021 Actual	2022 Year in Play	
JANUARY	47,544	45,696	62,215	A
FEBRUARY	60,919	38,938	70,247	A
MARCH	64,916	46,068	65,323	A
APRIL	47,822	61,645	76,916	A
MAY	36,989	64,188	60,000	B
JUNE	42,366	80,612	80,000	B
JULY	51,435	82,463	80,000	B
AUGUST	61,174	96,057	80,000	B
SEPTEMBER	58,199	132,160	80,000	B
OCTOBER	58,122	39,548	80,000	B
NOVEMBER	49,065	147,855	80,000	B
DECEMBER	49,070	78,023	80,000	B
TOTALS	627,620	913,254	894,700	
		Current Budget	849,000	
		Projected Amt Over (Under)	45,700	



Projected Revenues

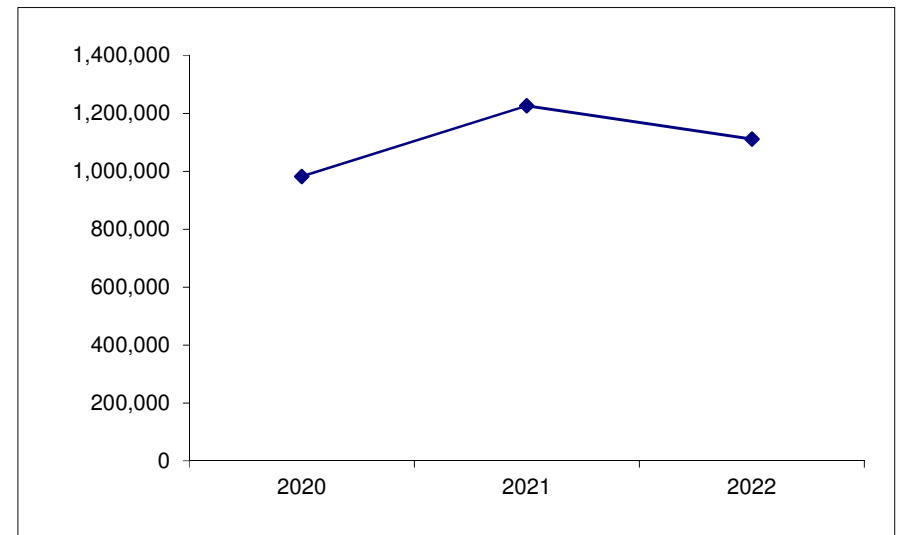
LOCAL UTILITY TAX (GAS & ELECTRIC)

MONTH	2020 Actual	2021 Actual	2022 Year in Play	
JANUARY	399,612	387,338	451,232	A
FEBRUARY	446,586	-	-	A
MARCH	423,748	964,355	1,170,976	A
APRIL	399,998	406,775	453,756	A
MAY	357,108	369,203	400,000	B
JUNE	308,307	348,848	350,000	B
JULY	332,111	338,442	350,000	B
AUGUST	362,045	338,344	400,000	B
SEPTEMBER	344,970	375,057	400,000	B
OCTOBER	349,841	372,509	400,000	B
NOVEMBER	315,113	324,568	400,000	B
DECEMBER	448,180	413,270	400,000	B
TOTALS	4,487,618	4,638,709	5,175,963	
		Current Budget	4,925,000	
		Projected Amt Over (Under)	250,963	



LOCAL CABLE TV TAX

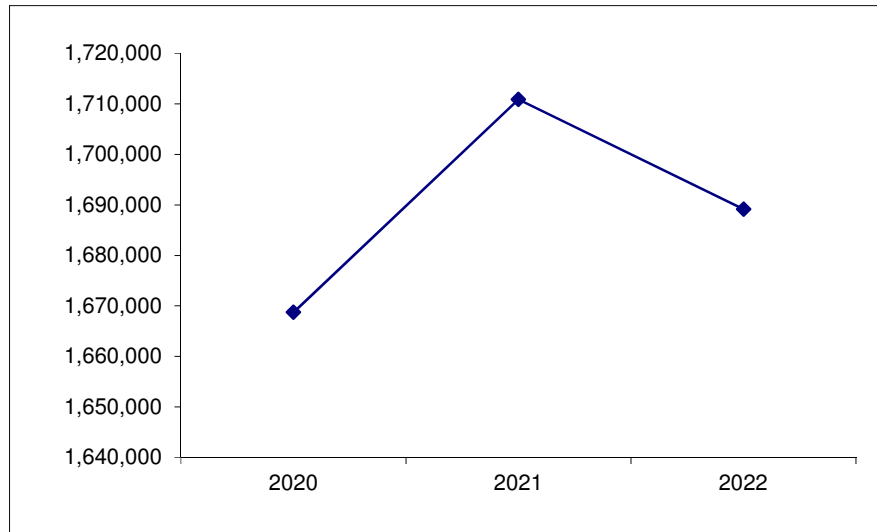
MONTH	2020 Actual	2021 Actual	2022 Year in Play	
JANUARY	16,892	115,677	13,687	A
FEBRUARY	229,481	248,600	235,066	A
MARCH	-	-	-	A
APRIL	16,827	14,722	12,982	A
MAY	230,292	238,382	250,000	B
JUNE	-	-	-	B
JULY	16,588	-	-	B
AUGUST	226,172	252,130	250,000	B
SEPTEMBER	-	-	-	B
OCTOBER	15,603	-	-	B
NOVEMBER	230,799	254,330	250,000	B
DECEMBER	-	102,715	100,000	B
TOTALS	982,654	1,226,555	1,111,734	
		Current Budget	1,127,000	
		Projected Amt Over (Under)	(15,266)	



Projected Revenues

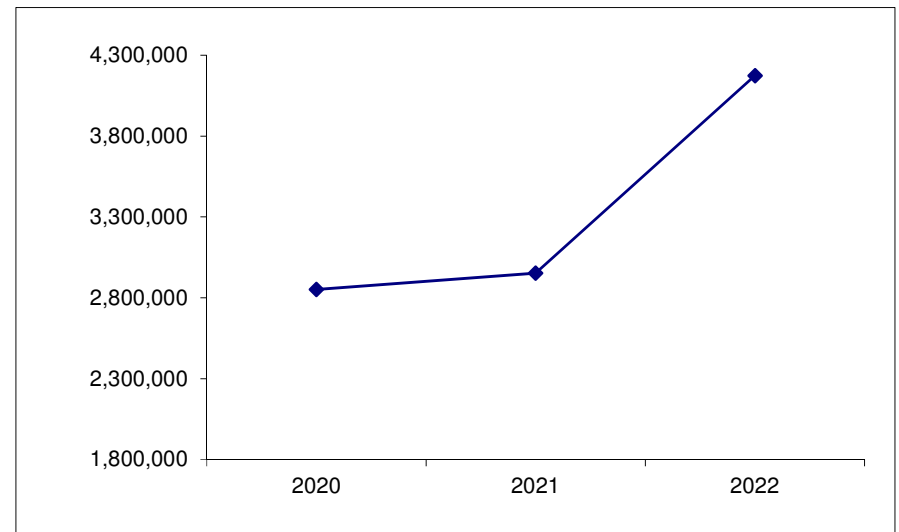
LOCAL MOTOR FUEL TAX

MONTH	2020 Actual	2021 Actual	2022 Year in Play	
JANUARY	153,947	137,973	155,334	A
FEBRUARY	145,620	116,174	146,251	A
MARCH	147,749	137,669	125,153	A
APRIL	127,256	141,621	142,456	A
MAY	102,884	143,395	140,000	B
JUNE	124,240	146,898	140,000	B
JULY	138,531	145,659	140,000	B
AUGUST	172,395	150,514	140,000	B
SEPTEMBER	145,246	151,331	140,000	B
OCTOBER	136,144	52,940	140,000	B
NOVEMBER	147,913	239,007	140,000	B
DECEMBER	126,825	147,717	140,000	B
TOTALS	1,668,749	1,710,898	1,689,195	
		Current Budget	1,700,000	
		Projected Amt Over (Under)	(10,805)	



STATE MOTOR FUEL TAX

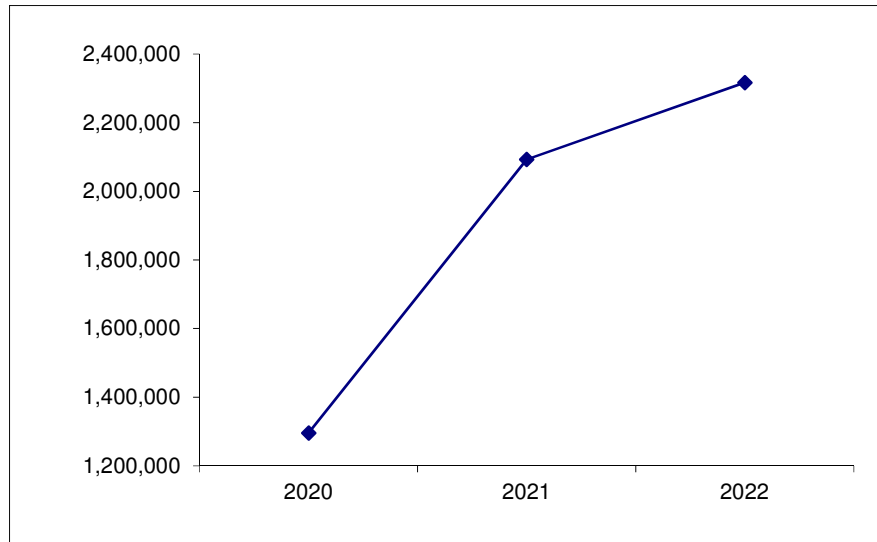
MONTH	2020 Actual	2021 Actual	2022 Year in Play	
JANUARY	334,151	252,696	283,072	A
FEBRUARY	236,781	220,266	258,944	A
MARCH	234,236	208,011	178,756	A
APRIL	242,487	215,526	253,405	A
MAY	225,768	250,786	400,000	B
JUNE	178,759	248,729	400,000	B
JULY	183,917	255,517	400,000	B
AUGUST	225,064	253,309	400,000	B
SEPTEMBER	262,629	274,663	400,000	B
OCTOBER	243,948	263,188	400,000	B
NOVEMBER	240,708	242,427	400,000	B
DECEMBER	243,187	267,134	400,000	B
TOTALS	2,851,636	2,952,253	4,174,178	
		Current Budget	4,657,246	
		Projected Amt Over (Under)	(483,068)	



Projected Revenues

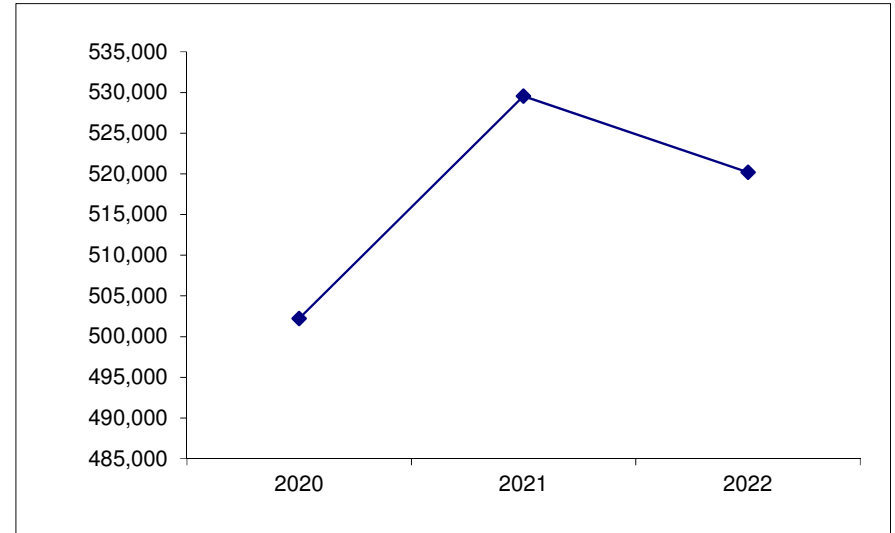
STATE VIDEO GAMING TAX

MONTH	2020 Actual	2021 Actual	2022 Year in Play	
JANUARY	135,374	85,531	186,950	A
FEBRUARY	133,358	-	194,055	A
MARCH	135,318	85,407	165,854	A
APRIL	145,178	176,056	170,074	A
MAY	88,724	257,275	200,000	B
JUNE	39	244,343	200,000	B
JULY	-	223,954	200,000	B
AUGUST	-	208,113	200,000	B
SEPTEMBER	177,321	217,309	200,000	B
OCTOBER	157,243	203,717	200,000	B
NOVEMBER	159,596	196,248	200,000	B
DECEMBER	163,553	194,733	200,000	B
TOTALS	1,295,704	2,092,686	2,316,933	
		Current Budget	2,400,000	
		Projected Amt Over (Under)	(83,067)	



LOCAL LIQUOR LICENSE FEE

MONTH	2020 Actual	2021 Actual	2022 Year in Play	
JANUARY	3,717	3,989	-	A
FEBRUARY	1,287	-	6,010	A
MARCH	1,496	2,459	702	A
APRIL	-	2,018	-	A
MAY	-	194,556	200,000	B
JUNE	-	312,435	300,000	B
JULY	326,750	-	-	B
AUGUST	164,840	6,600	6,500	B
SEPTEMBER	2,246	3,593	3,500	B
OCTOBER	-	100	-	B
NOVEMBER	300	-	-	B
DECEMBER	1,588	3,807	3,500	B
TOTALS	502,225	529,556	520,212	
		Current Budget	528,000	
		Projected Amt Over (Under)	(7,788)	



SUBJECT: Resolution Authorizing ARPA Expenditures for the Owner-Occupied Rehabilitation Program

ATTACHMENTS:

Description	Type
Council Memo	Cover Memo
Resolution	Resolution Letter

ECONOMIC & COMMUNITY DEVELOPMENT MEMORANDUM
No. 22-23

May 16, 2022

TO: Mayor Julie Moore Wolfe and City Council Members

FROM: Scot Wrighton, City Manager
Cordaryl “Pat” Patrick, Director of Economic & Community Development
Richelle L. Dunbar, Asst. Dir. of Economic & Community Development

SUBJECT: Neighborhood Revitalization activities established by the American Rescue Plan Act (ARPA) and costs associated.

RECOMMENDATION: Staff recommends approval of the resolution for upcoming expenditures of the Owner-Occupied Rehabilitation Program.

BACKGROUND: The City of Decatur has begun its activities for Neighborhood Revitalization. The Owner-Occupied Rehabilitation Program will assist residents within targeted areas with roof repairs, energy efficient improvements, i.e. Water heaters, furnaces, etc. Each project will be bid, rehabilitated and then approved for payment. The resolution will allow staff to move forward with each individual project, which is how the Residential Rehab (CDBG&HOME) programs are currently handled. City Council has already approved the program through the budget process.

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 Richelle L. Dunbar, at 217-424-2864 or e-mail rdunbar@decaturil.gov.

BUDGET/TIME IMPLICATIONS: None

**RESOLUTION AUTHORIZING
AMERICAN RESCUE PLAN ACT (ARPA) EXPENDITURES
FOR OWNER-OCCUPIED REHABILITATION PROGRAM**

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

Section 1. That the allocation of the American Rescue Plan Act (ARPA) to be used for the Owner-Occupied Rehabilitation Program be hereby approved, adopted and placed on file.

Section 2. That the City Manager, Director of Community Development and/or Asst. Directors, and the City Clerk be, are hereby recognized and directed to sign, seal and attest said Agreements and expenditures related to funds received from the U. S. Department of Treasury on behalf of the City of Decatur.

PRESENTED AND ADOPTED this May 16, 2022.

JULIE MOORE WOLFE, MAYOR

ATTEST:

CITY CLERK

City Clerk

DATE: 5/12/2022

MEMO:

TO: Mayor Julie Moore Wolfe & City Council Members

FROM: Scot Wrighton, City Manager
Cordaryl "Pat" Patrick, Director of Economic & Community Development

SUBJECT: Resolution Authorizing the City Manager to Enter into an Agreement with Land of Lincoln Credit Union for Property Rehabilitation Program Services

ATTACHMENTS:

Description	Type
Memo	Cover Memo
Resolution	Resolution Letter
Background Information	Backup Material

ECONOMIC AND COMMUNITY DEVELOPMENT DEPARTMENT

DATE: May 16, 2022

TO: Mayor Julie Moore Wolfe and City Council Members

FROM: Scot Wrighton, City Manager
Cordaryl “Pat” Patrick, Director of Economic and Community Development

SUBJECT: Resolution Authorizing American Rescue Plan (ARP) Funds to Land of Lincoln Credit Union

RECOMMENDATION: Staff recommends the City Council approve the resolution and authorize the city manager to negotiate terms of agreements with Land of Lincoln Credit Union to administer and provide loan services for a home improvement loan fund and a contractor’s loan fund for the owner-occupied rehabilitation program utilizing ARP funds.

BACKGROUND: At the April 11th Neighborhood Revitalization Study Session, staff presented eight recommendations to Council relative to combating our housing challenges in Decatur. One of those recommendations was investing in personal capital by partnering with Land of Lincoln Credit Union to manage a revolving loan for a home improvement loan fund and a contractor’s loan fund. The home improvement loan fund will provide access to capital for landlords, which in many cases, are unable to get a traditional loan for home improvements due to the value of the home (asset) being less than the loan amount needed for rehabilitation.

The contractor’s loan fund will provide access to capital for small contractors that may not have the cash flow for payroll, materials, supplies, transportation, lodging, etc., to take on the owner-occupied rehabilitation program. This will help small contractors build personal credit and build their capacity as a business, which is critical to the success of our housing initiatives. Staff is anxious to launch the programs that the City Council tentatively approved on April 11. Since staff is still perfecting the contracts and agreements with Land of Lincoln, and because the Council will not meet again until June 20, it is requested that the City Manager be authorized to sign the agreements to embody the program details put forth here.

ATTACHMENTS: Resolution and program specifics and outcomes.

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 Cordaryl M. Patrick, Director of Economic and Community Development, at 424-2727 or e-mail cpatrick@decaturil.gov.

BUDGET/TIME IMPLICATIONS: None.

RESOLUTION NO. R2022-_____

**RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN
AGREEMENT WITH LAND OF LINCOLN CREDIT UNION FOR
PROPERTY REHABILITATION PROGRAM SERVICES**

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

The City Manager is hereby authorized to negotiate final contractual terms and conditions with Land of Lincoln Credit Union to administer and provide loan services for a Home Improvement Loan Fund and a Contractor Loan Fund for the owner-occupied rehabilitation program utilizing ARP funds not to exceed \$500,000 per program, and to sign and execute the contracts on behalf of the City of Decatur.

PRESENTED AND ADOPTED this 16th day of May, 2022.

JULIE MOORE WOLFE, MAYOR

ATTEST:

KIM ALTHOFF, CITY CLERK

Program Goals and Outcomes:

1. To remove unhealthy or hazardous housing conditions in low and moderate income areas.
2. To use American Rescue Plan (ARP) funds as a catalyst to encourage residents of low and moderate-income neighborhoods to improve their homes and community.
3. To revitalize and preserve the existing housing stock.
4. To enable low and moderate-income families to rehabilitate their homes.
5. To reduce utility costs of low and moderate-income families, by incorporating energy conservation systems into housing rehabilitation programs.
6. To preserve and increase the property values in low and moderate-income neighborhoods.
7. To encourage employment and training opportunities for residents and minority persons through the opportunity to bid on housing rehabilitation programs.
8. To create sustainable mixed-income neighborhoods in the urban core.

Home Improvement Loan Fund: The Home Improvement Fund will provide access to capital for landlords, which in many cases, are unable to get a traditional loan for home improvements due to the value of the home (asset) being less than the loan amount needed for rehabilitation. The general terms of the home improvement loan fund are as follow:

- Landlord will submit an application, scope of work and cost estimate for work to be performed for one address at a time (maximum of two properties per Landlord) to the Neighborhood Revitalization division; Approval of second property is subject to completion of the first property.
- The cost estimate must list separately the price of materials and the price of labor.
- Once project has been approved by the Neighborhood Revitalization division, Landlord must open a savings and checking account with Land of Lincoln Credit Union before loan approval.
- Landlord will be offered a flat interest rate at 3.25%; no minimum credit score required.
- Landlord will pay 1% administration fee which is based on the total project cost.
- Terms of the loan will be up to 72 months.
- The program will become a revolving loan fund to be used for future home improvement projects.
- Once the project is complete and all inspections have passed, the landlord can draw the balance of the loan.
- if the landlord defaults on the home improvement loan fund, Land of Lincoln will place a lien and foreclose on said property and sell said property to the City of

Decatur in the amount of the principal loan for each eligible loan dispersed to landlords for the purposes of purchasing materials for home improvements

Contractor's Loan Fund: The Contractor's Loan Fund will provide access to capital for small contractors that may not have the cash flow for payroll, materials, supplies, transportation, lodging, etc., to take on the owner-occupied rehabilitation program. This will help small contractors build personal credit and build their capacity as a business, which is critical to the success of our housing initiatives. The general terms of the contractor's loan fund are as follow:

- Contractor will submit a cost estimate for work to be performed for the owner-occupied rehabilitation program to the Neighborhood Revitalization division.
- The cost estimate must list separately the price of materials and the price of labor.
- Once project has been approved by the Neighborhood Revitalization division, Contractor must open a savings and checking account with Land of Lincoln Credit Union before loan approval; Contractor may draw up to the maximum cost for materials only based on original and approved cost estimate.
- Contractor will be offered a flat interest rate at 3.25%; no minimum credit score required.
- Contractor will pay 1% administration fee which is based on the total project cost.
- Terms of the loan will be up to 72 months.
- The program will become a revolving loan fund to be used for future owner-occupied rehabilitation projects.
- In the event of borrower default, the city will exercise all legal options against the contractor and the contractor will be placed on our disqualified contractor's list. The city also will hold harmless Land of Lincoln and pay the loan back in full to Land of Lincoln Credit Union.

City Clerk

DATE: 5/10/2022

MEMO:

TO: Mayor Moore Wolfe and City Council Members

FROM: Jon Kindseth, Deputy City Manager

SUBJECT: Resolution Accepting the Bid and Authorizing the Work of Overhead Garage Door Repairs for Transit Facilities

ATTACHMENTS:

Description	Type
Overhead Door Memo	Cover Memo
Resolution Accepting the Bid and Authorizing the Work of Overhead Garage Door Repairs	Resolution Letter
Overhead Door Repairs	Backup Material

MEMORANDUM

DATE: May 16, 2022
TO: Honorable Mayor Julie Moore Wolfe and City Council
FROM: Scot Wrighton, City Manger
Jon Kindseth, Deputy City Manger

SUBJECT: Resolution Accepting the Bid and Authorizing the Work of Overhead Garage Door Repairs for Transit Facilities

SUMMARY RECOMMENDATION:

Staff recommends City Council approve this Resolution to accept the bid from Taza Construction for overhead door repairs for transit facilities.

BACKGROUND:

Decatur Pubic Transit System has multiple facilities with overhead garage doors on them. Between the bus barn and the maintenance building there are 22 overhead garage doors for the buses. All of these doors are the original doors since the transit facility was constructed and opened in the 1990s. The doors needs some general wear and tear maintenance as well as some replacement of common parts and hardware. Due to the size of this project, the City put out an RFP for these repairs.

The City applied for and was awarded a Rebuild 1 capital grant for facilities repairs, which will fund this project. Two contractors responded to the RFP, one local and one from Chicagoland. Staff recommends the Chicagoland contractor, due to the significant price difference between the two proposals (Bid sheet included as an attachment). Additionally, Taza Construction is a minority owned business which has indicated they will likely exceed the City's goal of 20% participation rate, and eligible for the recently created 2% bonus.

INPUT FROM OTHER SOURCES: City and Transit staff.

STAFF REFERENCE: City Manager, Scot Wrighton or Deputy City Manager, Jon Kindseth can address any questions related to Resolution or upgrade project.

RESOLUTION NO. R2022_____

**RESOLUTION ACCEPTING THE BID AND AUTHORIZING THE WORK OF
OVERHEAD GARAGE DOOR REPAIRS FOR TRANSIT FACILITIES**

WHEREAS, the City desires to repair overhead doors at multiple transit facilities including the bus wash, the maintenance building, and the bus garage; and,

WHEREAS, the City received multiple bids for this repair project and Taza Construction, was the lowest responsible bidder.

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

Section 1. That the City Manager or designee accept the bid by Tiles in Styles LLC dba Taza Construction and authorize the work included and necessary to repair the overhead doors in transit in the amount of \$21,785.00.

Section 2. That the City Manager is authorized to pay an additional 2% of contract as a bonus if the MBE goal is exceeded.

Section 3. That the City Manager be, and is hereby, authorized and directed to affect payment for the work performed, when satisfactorily completed.

PRESENTED and ADOPTED this 16 day of May 2022

Julie Moore Wolfe, Mayor

ATTEST:

Kim Althoff, City Clerk

Project Name: TRANSIT 2022-02R Overhead Door Repairs Bid Date: May 6, 2022 Time: 10:00 a.m.				Tiles in Style LLC dba Taza Construction South Holland, IL		Midstate Overhead Door Decatur, IL	
	Description	QTY.	Unit	Unit Price	Total	Unit Price	Total
	Transit Bus Barn:						
	Door #1-8: replace all rollers w/ 3" steel rollers	8	each	\$449.00	\$3,592.00	\$488.00	\$3,904.00
	Door #1, 3-7: replace retainer & brush seals	6	each	\$553.00	\$3,318.00	\$675.75	\$4,054.50
	Door #1-8: replace retainer & bottom seals	8	each	\$238.00	\$1,904.00	\$531.00	\$4,248.00
	Door #2: replace bearing w/ football bearing	1	each	\$229.00	\$229.00	\$544.00	\$544.00
	Door #3: replace top fixture, replace laser	1	each	\$332.00	\$332.00	\$611.00	\$611.00
	Door #4: replace #3 hing, replace bottom section	1	each	\$2,900.00	\$2,900.00	\$1,379.00	\$1,379.00
	Door #5: replace hinges 1 & 9. replace bottom fixture	1	each	\$235.00	\$235.00	\$373.00	\$373.00
	Door #7: replace shaft coupler	1	each	\$235.00	\$235.00	\$664.00	\$664.00
	Door #8: replace RW broken spring with new	1	each	\$1,010.00	\$1,010.00	\$1,094.58	\$1,094.58
	Administration & Maintenance Building						
	Door #1-12: replace bottom two rollers, bottom retainer w/ seal, replace bottom weather stripping, add safety lasers to each door	12	each	\$546.00	\$6,552.00	\$890.00	\$10,680.00
	Wash Bay Door #1-2: replace/repair the internal and external safety sensors.	2	each	\$739.00	\$1,478.00	\$608.00	\$1,216.00
TOTAL				\$21,785.00		\$28,768.08	

City Clerk

DATE: 5/10/2022

MEMO:

TO: Mayor Julie Moore Wolfe
City Council Members

FROM: Scot Wrighton, City Manager

SUBJECT: Resolution Approving an Intergovernmental Agreement between the City of Decatur, Emergency Telephone System Board, and Central Illinois Regional Dispatch Center to Allow CIRDC to Construct a Communications Tower on City Property.

SUMMARY RECOMMENDATION: It is recommended that the resolution be approved.

BACKGROUND:

The communications tower located on city property at the Municipal Service Center (MSC) is also used by the CIRDC. However, it cannot sustain additional equipment installations, and it is too short to provide adequate coverage to all of the central parts of Macon County required by the new CIRDC communications plan.

The city has agreed to allow the CIRDC to erect a new and taller tower at the MSC site. The CIRDC will allow the city of Decatur to have its current and future communications equipment on the new tower at no cost (no rental fees), and the old tower will be dismantled as a part of the improvement. The city will continue to pay power costs.

The siting of the new tower (next to the old on) was determined in consultation with Public Works staff to make sure the tower and its guy-wires would not interfere in the operations of the Public Works Department. Intergovernmental projects like this save money for both participating units of local government.

PRIOR COUNCIL ACTION: The agreement was approved by the ETSB on May 11, 2022.

ATTACHMENTS:

Description	Type
Resolution	Resolution Letter
Intergovernmental Agreement	Backup Material

RESOLUTION NO. R2022- _____

**RESOLUTION AUTHORIZING INTERGOVERNMENTAL AGREEMENT BETWEEN
THE CITY OF DECATUR, EMERGENCY TELEPHONE SYSTEM BOARD, AND
CENTRAL ILLINOIS REGIONAL DISPATCH CENTER TO ALLOW CIRDC TO
CONSTRUCT A COMMUNICATIONS TOWER ON CITY PROPERTY**

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

Section 1. That the Intergovernmental Agreement presented to the Council herewith,
between the City of Decatur, Emergency Telephone System Board, and Central Illinois Regional
Dispatch Center, be, and the same is hereby, received, placed on file and approved.

Section 2. That the City Manager and City Clerk be, and they are hereby, authorized and
directed to sign, seal and attest Intergovernmental Agreement on behalf of the City.

PRESENTED AND ADOPTED this 16th day of May, 2022.

JULIE MOORE WOLFE, MAYOR

ATTEST:

KIM ALTHOFF, CITY CLERK

**INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF DECATUR,
EMERGENCY TELEPHONE SYSTEM BOARD, AND CENTRAL ILLINOIS
REGIONAL DISPATCH CENTER TO ALLOW CIRDC TO CONSTRUCT A
COMMUNICATIONS TOWER ON CITY PROPERTY**

THIS AGREEMENT is made and entered into by and between the City of Decatur, an Illinois municipal corporation ("City"), Emergency Telephone System Board, a component of Macon County, a unit of local government ("ETSB"), and the Central Illinois Regional Dispatch Center, an Illinois governmental entity ("CIRDC"), on the ____ day of _____, 2022. The parties mutually desire to enter into this Agreement and further stipulate and agree as follows:

WHEREAS, City, ETSB, and CIRDC are all public agencies as defined under the Intergovernmental Cooperation Act (5 ILCS 220/1 *et. seq.*), and are therefore authorized and empowered to enter into intergovernmental agreements whereby they may exercise, combine, transfer and enjoy jointly any powers, privileges, functions, or authority; and

WHEREAS, City, ETSB and CIRDC have all determined that it is in the public interest, health, safety, and general welfare of the local community to allow ETSB to construct a communications tower on City property which will facilitate dispatch services and other public uses; and

WHEREAS, after the construction of the Tower, ETSB, City and CIRDC jointly agree that the operations and control of the Tower is sole responsibility of CIRDC; and

WHEREAS, no ordinances or laws prohibit this Intergovernmental Agreement or the transactions provided for herein.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the adequacy and sufficiency of which are hereby acknowledged, the parties mutually agree as follows:

1. Use of City Property.

- a. ETSB and CIRDC shall use 2650 N. Jasper Street, Decatur, Illinois (PIN 04-12-02-278-001) ("Premises") for the purpose of constructing, maintaining, and operating a 350 foot communications tower ("Tower"). Upon completion of construction of the Tower, ETSB shall remove the tower currently located on and in operation from Premises and ETSB or its agent(s) shall restore or replace at their sole cost and expense any pavement, sidewalk, curb, gutter, grass, landscaping material, or structure altered or damaged in the course of its work to the satisfaction of City.
 - b. ETSB shall construct the Tower upon a location so as not to interfere with the current and existing uses of the Premises by City, said location set forth in Exhibit 1, attached hereto and incorporated by reference. Upon completion of construction of the Tower, City shall not construct, or allow any third party authorized to possess the Premises to construct, any improvement on the Premises that interferes with the operation of the Tower.
 - c. ETSB, CIRDC, and all parties that utilize the Tower, shall comply with all applicable Federal, State, and local laws, regulations and ordinances, including but not limited to the Rules and Regulations as set forth by the Federal Communications Commission.
 - d. ETSB and CIRDC may utilize electrical utility infrastructure on the Premises for the operation of the Tower. Any costs incurred for the use of said electrical utilities shall be paid by City.
2. City Use of the Tower. The City may continue to use the new Tower for its tornado alert siren system and the water meter reading system. If City desires to utilize the Tower for any additional corporate purpose, City shall submit a written request to ETSB detailing the proposed use. ETSB and CIRDC shall not unreasonably deny or delay granting City's use of the Tower. ETSB and CIRDC shall not be obligated to grant City's use of the Tower if such use would interfere with ETSB and CIRDC or any other entity's use of the Tower.
3. Term. This Agreement shall commence on the date of execution by the parties and shall remain in effect for ninety-nine years; or for as long as ETSB and CIRDC owns and operates the Tower on the Premises.
4. Fees and Maintenance.
 - a. City shall not charge ETSB and/or CIRDC a fee for the use of the Premises as described in this Agreement.
 - b. ETSB and/or CIRDC shall not charge City a fee for use of the Tower as described in this Agreement.
 - c. ETSB and CIRDC shall maintain the Tower in a good and workmanlike condition during the Term of this Agreement. ETSB and/or CIRDC agrees to improve,

maintain and repair the Tower at its sole cost. ETSB, CIRDC or their agent(s) shall restore or replace at their sole cost and expense any pavement, sidewalk, curb, gutter, grass, landscaping material, or structure altered or damaged in the course of its operation, maintenance and work to the satisfaction of City.

- d. ETSB, CIRDC or their agent(s) shall remove the Tower at its sole cost if and when Tower is no longer used by the Parties and shall restore or replace at their sole cost and expense any pavement, sidewalk, curb, gutter, grass, landscaping material, or structure altered or damaged in the course of its removal to the satisfaction of City.

5. Insurance and Indemnity.

- a. CIRDC shall maintain a comprehensive general liability insurance policy at its sole expense issued by a company authorized to do business in the State of Illinois. Said policy shall name City as an additional insured. Said policy shall protect City against liability for loss occurring as a result of bodily injury and property damage occasioned by the construction, maintenance, repair, or operation of the Tower which is the subject of this Agreement. Said policy shall maintain the following minimum coverage:
 - i. Each occurrence (bodily injury and property damage): \$1,000,000.00
 - ii. General Aggregate: \$2,000,000.00
- b. ETSB and CIRDC and its agent(s) shall maintain workers compensation insurance in the minimum amount required under Illinois law during the construction of the Tower.
- c. Upon written request from City, ETSB and CIRDC, and/or its contractors, shall provide a certificate of insurance evidencing the above-described insurance policies.
- d. ETSB and CIRDC hereby agrees to indemnify, defend, and hold harmless the City, its officers, elected official, employees, and insurance carriers, individually and collectively, from all losses, claims, suits, judgments, demands, expenses, subrogation, attorney's fees, costs or actions of any kind and nature resulting from personal injury to any person, including employees of ETSB and CIRDC or any contractor or subcontractor employed by ETSB and CIRDC, including bodily injury and death, which may result from the construction, maintenance, or repair of the Tower as contemplated by this Agreement. ETSB and CIRDC further agrees to indemnify, defend, and hold harmless the same parties for damages to any property, arising or alleged to have arisen out of the acts or omissions of ETSB and CIRDC, its contractors, subcontractors, officers, agents, and employees while exercising any rights or privileges granted by this Agreement. The terms and provisions of this

section are intended to be for the sole benefit of City and ETSB and CIRDC and are not intended to benefit any third party.

6. Notices: Any written notices required by this Agreement shall be delivered to each party via first class mail at the following address:

City of Decatur
Attn: City Manager
1 Gary K. Anderson Plaza
Decatur, IL 62523

Central Illinois Regional Dispatch Center
Attn: Executive Director
1078 W. Rotary Way.
Decatur, IL 62521

ETSB
Attn: Executive Director
1078 W. Rotary Way
Decatur, IL 62521

Macon County State's Attorney
253 E. Wood St., 4th Floor
Decatur, IL 62523

7. Severability. If any provision or subpart of this Agreement is held to be invalid by any tribunal of competent jurisdiction, such part shall be deemed automatically adjusted, if possible. If not, the provision shall be deemed severed from the Agreement, and all other provisions and subparts shall remain in full force and effect.
8. Entire Agreement. This Agreement constitutes the entire agreement between the parties relating to the formation of an Intergovernmental Agreement between the City of Decatur, ETSB and the Central Illinois Regional Dispatch Center. Any representations promises or statements not set forth in this Agreement are of no force and effect and have not been relied upon.
9. Amendment. This Agreement may only be amended by a written instrument signed by each party hereto.
10. Transferability. This Agreement shall extend to and be binding upon the parties hereto and their respective agents and representatives. The terms of this Agreement are non-transferrable without the prior written consent of the other party.
11. Successors. This Agreement shall extend to, inure to the benefit of, and be binding upon the parties hereto and their respective agents, representatives, predecessors, successors, and assigns.
12. Relationship of the Parties. No provision of this Agreement is intended to create any partnership, principal-agent, employer-employee, or joint venture relationship between City and ETSB and CIRDC as it relates to the subject matter of this Agreement.

13. Execution. This Agreement may be executed in any number of counterparts, and sent as “pdf” and by e-mail, each of which shall be deemed an original and which, taken together, shall constitute the full Agreement.

14. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois, without regard to or application of conflict of law, rules or principles. The parties agree that the proper venue for any claim or suit filed pursuant to this Agreement shall be the Sixth Judicial Circuit, Court of Macon County, Illinois.

15. Headings. The headings assigned to designate subparts of this Agreement are for organizational purposes only, do not constitute any binding legal effect.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

CITY OF DECATUR

City Manager

ATTEST:

City Clerk

CENTRAL ILLINOIS REGIONAL
DISPATCH CENTER

Executive Director

ATTEST:

Secretary

EMERGENCY SYSTEM
TELEPHONE BOARD

Executive Director

ATTEST:

Secretary

Public Works

DATE: 4/25/2021

MEMO: 2022-28

TO: Honorable Mayor Moore Wolfe and City Council Members

FROM: Scot Wrighton, City Manager
Matthew C. Newell, P.E. Public Works Director

SUBJECT:

Resolution Accepting the Bid and Authorizing the Execution of a Contract with Clippers Lawn and Landscaping Inc. for 2021 Lake Grove Club Retaining Wall; City Project 2021-20.

SUMMARY RECOMMENDATION: It is recommended that the City Council approve the attached resolution accepting the bid and awarding the contract for the 2021 Lake Grove Club Retaining Wall, City Project 2021-20, to Clippers Lawn and Landscaping Inc. as the lowest, responsible bidder in the amount of \$267,168.50, and that the Mayor be authorized to execute the contract, and the City Clerk to attest. The contract documents excluding project specific drawings, conditions and provisions are attached.

BACKGROUND:
Project Description

The slope along Lake Shore Drive near the Lake Grove Club has a lengthy history of failures. In 2000 the City installed a block wall to eliminate part of the issue. The new wall abutted the existing railroad tie retaining wall that was built by the Lake Grove Club in 1994. The existing railroad tie wall has deteriorated to a condition requiring full replacement. It is proposed to replace the old wall with a concrete block wall matching the wall to the north as much as possible. See attached pictures of the existing wall condition.

A chain-link fence is proposed at the top of the new wall and the existing block wall to meet current safety standards. Adjoining property owners declined to participate in the costs of the improvement. Most of the embankment is on city property, and the improvements will be limited to city property.

Public Letting Results

The project design and specifications were prepared by Clark Dietz Inc. and the Public Works Department. The project was advertised Wednesday, March 30, 2022, and bids were opened on

Wednesday, April 20, 2022. The results from the letting are as follows:

<u>Bidder</u>	<u>Total Bid</u>	<u>Compared to Engineer's Est. Over/(Under)</u>
Clippers Lawn and Landscaping Inc.	\$267,168.50	(-26.78)%
Entler Excavating Co. Inc.	\$313,450.00	(-14.10)%
Engineer's Estimate	\$364,900.00	-----

Four contractors took out bid packages and two contractors submitted a bid proposal for the 2021 Lake Grove Club Retaining Wall. Clippers Lawn and Landscaping Inc. provided the lowest responsive and responsible bid at 26.78% below the Engineer's Estimate. Clippers Lawn and Landscaping Inc. has not worked for the City's Public Works Department. They are a locally owned company with over 15 years in the tree and landscaping business. Staff recommends that the City Council approve a contract with Clippers Lawn and Landscaping Inc. to perform the 2021 Lake Grove Club Retaining Wall.

Contractors for City Projects shall comply with City Code Chapter 28, Article 10, "Minority Participation Goals for Public Works Contracts."

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

1. Ten (10) percent of the total dollar amount of the contract should be performed by Minority Business Enterprises if subcontracting opportunities are available and/or 10% of the total dollar amount of the contract should be for the purchase of goods, material and equipment to Minority Business Enterprises.
2. Eighteen (18) percent of the total hours worked should be performed by minority workers.

Subcontracting is not a requirement for City Projects. Clippers Lawn and Landscaping Inc. is a minority owned business and is expecting to self-perform 94.5% of the contract and subcontract out the other 5.5%.

PRIOR COUNCIL ACTION:

February 16, 2016 – Council approved adding Chapter 51.4 of the City Code establishing a Local

Motor Fuel Tax to be used to generate revenue for the construction and maintenance of municipal streets and extensions, sidewalk repairs and maintenance, curbing, grade separations and approaches and engineering services related to those items.

The City Council approved Fiscal Year 2022 Capital Improvements Plan, which included an allocation of funds for this project.

POTENTIAL OBJECTIONS: There are no known objections to this resolution.

INPUT FROM OTHER SOURCES: None

STAFF REFERENCE: Matt Newell, Public Works Director and Paul Caswell, City Engineer. Matt Newell will be in attendance at the City Council meeting to answer any questions of the Council on this item. **LEGAL REVIEW:** The project plans and specifications were forwarded to Legal for review on March 23, 2022.

BUDGET/TIME IMPLICATIONS:

Budget Impact: Funding for this project is allocated in Local Motor Fuel Tax Fund. The total project cost is \$267,168.50.

Staff Impact: The Capital Improvement Plan has allocated staff time for this project.

ATTACHMENTS:

Description	Type
Resolution Accepting the Bid and Authorizing the Execution of a Contract with Clippers Lawn and Landscaping Inc. for 2021 Lake Grove Club Retaining Wall	Resolution Letter
Condition Photos	Backup Material
Council Bid Tab	Backup Material
Retaining Wall Location Map	Backup Material

RESOLUTION NO. _____

**RESOLUTION ACCEPTING THE BID AND AUTHORIZING THE EXECUTION
OF A CONTRACT WITH CLIPPERS LAWN AND LANDSCAPING INC. FOR 2021
LAKE GROVE CLUB RETAINING WALL
CITY PROJECT 2021-20**

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

Section 1. That the tabulation of bids received for City Project 2021-20, 2021 Lake Grove Club Retaining Wall, and presented to the Council herewith, be received and placed on file.

Section 2. That the bid of Clippers Lawn and Landscaping in the amount of \$267,168.50 be, and it is hereby, accepted and a contract awarded, accordingly.

Section 3. That the Mayor and City Clerk be, and they are hereby authorized and directed to execute a contract between the City of Decatur, Illinois, and Clippers Lawn and Landscaping Inc., attached hereto as Exhibit A and made a part hereof, for said plan, in the amount of \$267,168.50.

Section 4. That at the end of the contract and after the City has verified and documented that Minority Business Enterprise expenditures met or exceeded twenty percent (20%) of the total contract value, the City will pay 2% of the final contract value up to a maximum of \$50,000 as a bonus.

PRESENTED and ADOPTED this 16th day of May 2022.

Julie Moore Wolfe, Mayor

ATTEST:

Kim L. Althoff, City Clerk

EXHIBIT A

PROJECT MANUAL

2021 LAKE GROVE CLUB RETAINING WALL

CITY PROJECT 2021-20

April 2022

a project of the



**CITY OF DECATUR ILLINOIS
PUBLIC WORKS DEPARTMENT
1 GARY K. ANDERSON PLAZA
DECATUR, IL 62523**

FOR BIDDING

CITY OF DECATUR
2021 LAKE GROVE CLUB RETAINING WALL

Julie Moore Wolfe, Mayor

Ed Culp

David Horn

Chuck Kuhle

Dennis R. Cooper

Lisa Gregory

Bill Faber

Scot Wrighton City Manager
Wendy Morthland Corporation Counsel
Kim Althoff.....City Clerk
Gregg Zientara City Treasurer
Matthew Newell..... Public Works Director

CITY OF DECATUR
2021 LAKE GROVE CLUB RETAINING WALL
CITY PROJECT 2021-20

INDEX

	No. of <u>Pages</u>
Cover Page	
City Officials.....	1
Index	2
Advertisement for Bids	3 to 4
Information for Bidders	5 to 8
Minority Participation Goals for Public Works Contracts.....	9 to 13
Bid Proposal.....	14 to 19
Minority participation Forms.....	20 to 26
Non-Collusion Affidavit	27
Contract.....	28 to 29
Contract Bond	30 to 31
General Conditions	32 to 42
Special Conditions	43 to 53
Special Provisions.....	54 to 60
Detailed Drawings	Appendix A
Geotechnical Report.....	Appendix B
Standard Drawings.....	Appendix C

ADVERTISEMENT FOR BIDS

TIME AND PLACE OF OPENING BIDS:

Sealed proposals for the improvement described herein will be received at the **City Purchasing Division** located on the first floor of the Civic Center, #1 Gary K. Anderson Plaza, Decatur, Illinois, 62523, until **10:00 A.M., Wednesday, April 20, 2022**, and thereafter publicly opened and read.

DESCRIPTION OF PROJECT:

The proposed improvement is officially known as:

2021 LAKE GROVE CLUB RETAINING WALL

CITY PROJECT 2021-20

The proposed project herein specified and described includes the following work:

The proposed improvement consists of removing approximately 660 feet of existing timber retaining wall of various heights and removing timber stairs, installing approximately 2500 square feet of segmental block retaining wall, including all required excavation, fills, and soil reinforcement. The contractor is required to have a geotechnical investigation with soil borings performed for design of the segmental block retaining wall. Install approximately 360 feet of chain-link fence. Work includes erosion control, traffic control, final grading and seeding, site restoration, filter fabric, river rock, pipe underdrain, and all applicable work. There is an alternate bid item for a segmental block retaining wall that matches the block style, setback, shape and color of the existing retaining wall adjacent to the project.

INSTRUCTIONS TO BIDDERS:

1. A **PRE-BID** will be held by **CONFERENCE CALL ONLY** on **April 6, 2022, at 11:30 A.M.** In addition to project questions, the opportunity will be provided to discuss the City's minority participation goals. **To join the Conference call, please call 1-888-450-5996. When prompted please enter the passcode 133891.**
2. Plans, specifications and proposal forms may be obtained from Decatur Blue Print, Inc. 230 West Wood Street, Decatur, Illinois, 62523, (217) 423-7589, www.decaturblue.com. **To receive updates or addenda you must be on the Plan Holders list for this project through Decatur Blue Print.**
3. Payment shall be made to Decatur Blue Print, Inc. **No refund will be made for the plans, specification, or proposal forms returned.**
4. Plans and specifications are **available for viewing** at the following locations:

www.decaturblue.com
Plans & Portals
Public Projects
DFS Public Plan Room

City of Decatur
Engineering Division
#1 Gary K. Anderson Plaza
Decatur, Illinois 62523

ADVERTISEMENT FOR BIDS

5. The City of Decatur will not release the Engineer's Estimate of Cost in advance of the scheduled time and date of the bid opening. Bid tabulations will be available on the City's web site at <https://www.decaturil.gov/departments/public-works/contractor-project-bid-information/> after the award of a contract.
6. All proposals must be accompanied by a BANK DRAFT, CASHIER'S CHECK, OR CERTIFIED CHECK made payable to Treasurer, Decatur, Illinois, in the amount of ten percent (10%) of the bid or BID BOND in the same amount.
7. The Contractor and all subcontractors shall at all times during the term of this Contract pay the applicable prevailing wage for Macon County for the period during which the work is performed, as determined by the Illinois Department of Labor.
8. Before the Contractor and any Subcontractor commence work, the Contractor and any Subcontractor shall have in place a written Substance Abuse Prevention Program for the prevention of substance abuse among its employees which meets or exceeds the requirements in P. A. 95-0635 or shall have a collective bargaining agreement in effect dealing with the subject matter of P. A. 95-0635.
9. The following **Minority Participation Goals for Public Works Contracts** are in effect for this contract.
 - (1) Ten percent (10%) of the total dollar amount of the contract should be performed by minority business enterprises if subcontracting opportunities are available and/or 10% of the total dollar amount of the contract should be for the purchase of goods, material and equipment to Minority Business Enterprises.
 - (2) Eighteen percent (18%) of the total hours worked should be performed by minority workers.

All Contractors shall provide evidence of meeting the City's minority participation goals prior to the award of this project and prior to all payments made for work completed or provide the City of Decatur documentation on their good faith efforts to comply with the participation goals. Required information and documentation forms are included in the Project Manual and should be submitted with the bid proposal.

REJECTION OF BIDS:

The Council of the City of Decatur, Illinois, reserves the right to accept, renegotiate or reject any or all proposals and to waive any variance from the requirements of the instructions for bidders. At the discretion of the Council, required items may be submitted after the bid opening if there is sufficient compliance with instructions at the time of the bid opening to permit the City to determine the price bid.

March 30, 2022
Date Advertised

Matthew C. Newell, PE
Public Works Director

INFORMATION FOR BIDDERS

For Construction of: **2021 LAKE GROVE CLUB RETAINING WALL**

City Project No.: **2021-20**

Owner: **City of Decatur, Illinois**

The Owner invites bids on the forms included as part of this Document to be submitted at such time and place as is stated in the Advertisement for Bids. All blanks in the Bid Proposal must be appropriately filled in with typewriter or ink. **It is the sole responsibility of the Bidder to see that the bid is received in proper time to be date, time stamped, and initialed by the Purchasing Agent or designee.**

The Owner may consider non-conforming any bid not prepared and submitted in accordance with the provisions hereof and may waive any informalities or reject any and all bids. Any bid may be withdrawn prior to the scheduled time for the opening of bids or authorized postponement thereof. No Bidder may withdraw a bid within 45 days after the actual day of the opening thereof.

Each bid must be submitted in a sealed envelope clearly bearing, on the outside, the following information:

1. The name of the Bidder,
2. The Bidder's address,
3. The name of the project along with the project number for which the bid is submitted,

The bid documents will be submitted to the **Purchasing Division, City of Decatur, # 1 Gary K. Anderson Plaza, Decatur, Illinois, 62523.**

The bid process is as follows:

1. All bids shall be submitted to the Purchasing Division located on the first floor of the Civic Center, #1 Gary K. Anderson Plaza, Decatur, Illinois 62523.
2. The Purchasing Agent, or designee, will date, time stamp, and initial the sealed envelope containing the bid. All bids must have an official date and time stamp to be considered as conforming to the bid process and opened. Any bids received after the scheduled closing time for receipt of bids will be returned to the Bidder unopened.
3. All bids received after the designated time for receiving bids will not be accepted. The designated clock located in the Purchasing Division offices will govern the bid closure time.

INFORMATION FOR BIDDERS

4. Eligible bids received by the Purchasing Division will be delivered to the office of the City Engineer, or designee, and will be publicly opened and read. Any envelopes bearing a date and time stamp later than the deadline will be returned unopened.
5. All bidders who desire to be present at the bid opening may wait in the City Public Works (Engineering) office.

At the time of the opening of bids, each Bidder will have completed a thorough site inspection and will have read and be thoroughly familiar with the plans and Contract Documents (including all addenda). The failure or omission of any Bidder to examine any form, instrument or document shall in no way relieve any Bidder from any obligation in respect to their bid. The Bidder is to confirm the completeness of the Bid Documents. If the Bidder determines their Bid Documents are incomplete or irregular it is the Bidders responsibility to bring this fact to the attention of the City Engineer.

The submitted bid must be signed in the name of the Bidder and must bear the signature in long hand of the person or persons duly authorized to sign the bid. Changes in or additions to the bid forms, recapitulations of the work bid upon, alternative proposals or any other modifications of the bid which are not specifically called for in the Contract Documents may be subject to Owner's rejection of the bid as not being responsive to the advertisement. No oral telephone modification of any bid submitted will be considered and a telegraphic modification may be considered only if the post mark evidences that a copy of the modification by telegram, signed by the Bidder, was placed in the mail prior to the opening of the bid.

The submitted bid must not contain erasures, corrections or changes from the printed forms as completed in typewriter or ink, unless such erasures, corrections or changes are authenticated by affixing in the margin immediately opposite the erasure, correction or change, the initials of the person who signed the bid or the initials of such other person as may be authorized by the Bidder to make erasures, corrections or changes in the bid, and said authorization must be evidenced by written confirmations, executed by the person authorized to sign the initial bid, attached to the bid at the time of submittal.

Each bid must be submitted on the Bid Proposal provided and must be signed by the Bidder or their duly authorized agent. All blank spaces for bid prices must be filled in, in ink or typewritten, IN BOTH WORDS AND NUMBERS where called for in the Bid Proposal. If there is a discrepancy between the price in words and the price in numbers, the price in words will govern. If there is a discrepancy between the extended bid prices, the unit cost shall be the governing number and the total price or prices will be adjusted as necessary.

The Owner reserves the right to pre-qualify all bids, post-qualify all bids, to reject all bids, not to make an award and/or accept the Proposal deemed most advantageous and to the best interest of the Owner. The Bidder must comply with all information and instructions for Bidders. The award of the Contract, if made by the Owner, will be made to the qualified Bidder submitting the lowest and best bid, but the Owner shall determine at their own discretion whether a Bidder is qualified to perform the Contract, whether by pre-qualifications, post-qualification or other methods, and what bid is the lowest and whether it is to the interest of the Owner to accept the bid. If awarded, a written Notice of Award will be sent to the successful Bidder(s).

INFORMATION FOR BIDDERS

The Owner will make such investigations as deemed necessary to determine the ability of the Bidder to perform the work, and the Bidder shall furnish to the Owner all such information and data for this purpose as the Owner may request. The Owner reserves the right to reject any bid if the evidence submitted by, or investigation of, such Bidder fails to satisfy the Owner that such Bidder is properly qualified to carry out the obligations of the Contract and to complete the work contemplated therein. Conditional bids will not be accepted.

Each bid must be accompanied with a proposal guaranty either as a properly certified check made payable to "Treasurer, City of Decatur," Decatur, Illinois, in an amount not less than ten (10) percent of the bid; or a cashier's check made payable to "Treasurer, City of Decatur", Decatur, Illinois, in an amount not less than ten (10) percent of the bid; or a bid bond on a form approved by the City, executed by a surety company satisfactory to the City, in an amount not less than ten (10) percent of the bid. Such proposal guarantees, of the three lowest bidders, may be retained by the City for a period of 45 days after the date of the bid opening. Checks or bid bonds from other than the three lowest bidders will be returned by the City within seven (7) days after the date of the bid opening.

Simultaneously with the delivery of the executed Contract, the Contractor shall furnish a surety bond or bonds as security for faithful performance of this Contract and for the payment of all persons performing labor on the project under this Contract and furnishing materials in connection with this Contract, and other items required by the Conditions and Specifications governing the work. The surety on such bond or bonds shall be a duly authorized surety company satisfactory to the Owner. Attorneys-in-fact who sign bid bonds or contract bonds must file with each bond a certified and effectively dated copy of their Power of Attorney.

The successful Bidder, upon Bidder's failure or refusal to execute and deliver the Contract and bonds required within (10) consecutive calendar days from and including the date the Bidder has received notice of the acceptance of their bid, shall forfeit to the Owner, as liquidation of damages done for such failure or refusal, the security deposited with their bid. Notice of the Owner's intent shall either be hand delivered by the Owner to the Bidder's address, as given on the Contract Documents, or mailed to such address, first class, United States mail, return receipt requested. Delivery or mailing of said notice to said address shall constitute the notice herein required without the requirement of an acknowledgment of receipt from the Bidder.

Each Bidder must inform himself fully of the conditions and specifications relating to the construction of the project and the employment of labor thereon. Failure to do so will not relieve a successful Bidder of their obligation to furnish all material and labor necessary to carry out the provisions of the Contract. Insofar as possible, the Contractor, in carrying out their work, must employ such methods or means as will not cause any interruption of or interference with the work of any other Contractor.

The quantities appearing in the bid proposal are approximate and are prepared for the comparison of bids. Payment to the Contractor will be made only for the actual quantities of work performed and accepted or materials furnished according to the contract. The proposed quantities of work to be done and materials to be furnished may each be increased, decreased, or omitted as hereinafter provided.

INFORMATION FOR BIDDERS

The Bidder's attention is directed to the fact that all applicable state laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over construction for the project shall apply to the Contract throughout, and they will be deemed to be included in the Contract the same as though herein written out in full.

No interpretation of the meaning of the plans, specifications or other pre-bid documents will be made to any Bidder orally. Every request for such interpretation should be in writing addressed to Paul Caswell, P.E., City Engineer, at # 1 Gary K. Anderson Plaza, Decatur, Illinois 62523, and to be given consideration must be received at least five (5) days prior to the date fixed for the opening of bids. Any and all such interpretations and any supplemental instruction will be in the form of written addenda to the Contract Documents which, if issued, notification will be e-mailed to all prospective Bidders (at the respective e-mail addresses furnished for such purposes), not later than three (3) calendar days prior to the date fixed for the opening of bids. Failure of any Bidder to receive any such addendum or interpretation shall not relieve such Bidder from any obligation under their bid as submitted. All addenda so issued shall become part of the Contract Documents. It shall be the responsibility of each Prospective Bidder to verify that each addendum has been received applicable to the project. Addenda may also be viewed on Decatur Blue Print's website at www.DecaturBlue.com.

The City of Decatur maintains City project information on the City's web site at <https://www.decaturil.gov/departments/public-works/contractor-project-bid-information/>. It lists the current projects at the City with bid information including bid opening dates and current bid holders. It is recommended that all Prospective Bidders check this Information on the City's web site, and at www.Decaturblue.com for the status of the particular project they are interested in bidding prior to turning in bids.

The successful Bidder, upon award of a Contract, shall commence work on the date specified in the "Notice to Proceed" and shall substantially complete all work in accordance with the time allocated in the contract. Should the Contractor fail to substantially complete all work in the allotted time period, liquidated damages shall be assessed as outlined in the General Conditions.

Attention of the bidders is directed to the arrangement and contents of the contract documents and Specifications with reference to the project. One extra bid form is included, detached from the remainder of the contract documents. Such detached bid may be completed and submitted as the Contractor's bid.

**INFORMATION FOR BIDDERS
MINORITY PARTICIPATION GOALS
FOR PUBLIC WORKS CONTRACTS**

- I. Description of the Minority Participation Goals Program:
- A. The City of Decatur encourages the participation of minorities and Minority Business Enterprises (MBEs) for City-funded public works construction projects. To comply with Chapter 28, Section 10, of the City Code, **bidders will make a good faith effort to meet the following minimum goals:**
1. **10%** of the total dollar amount of the contract should be performed by Minority Business Enterprises if subcontracting opportunities are available and/or **10%** of the total dollar amount of the contract should be for the purchase of goods, material and equipment to Minority Business Enterprises.
 2. Minority workers should perform **18%** of the total hours worked.
- B. Failure to submit a **Minority Business Enterprise (MBE) Utilization Statement** or the **Minority Business Enterprise (MBE) Participation Waiver Request** as described and provided herein, may cause the bid to be rejected and determined non-responsive.
- C. If the use of Minority Business Enterprise meets or exceeds 20% the final contract value, the City will award a 2% Bonus based on the final contract amount up to a maximum of \$50,000.
- II. Pre-Bid Efforts when Awarding Subcontracts: Bidders shall make a good faith effort to contact and solicit bids from MBEs for available subcontracting. Subcontracting contact and bidding is to be made prior to bid opening. Subcontract information is to be recorded on the **Minority Business Enterprise (MBE) Utilization Statement** to be submitted with the bid documents.
- III. Waiver:
- A. If a contractor does not or cannot meet the City's minority participation goals for contracts, it may seek in writing a waiver. The waiver request shall include, as appropriate:
1. Evidence of the contractor's good faith efforts to secure participation by MBE and minority workers;
 2. Evidence the contractor received no proposals or inquiries from qualified MBE or firms that employ minority workers in response to a good faith effort to secure participation.
- B. Bidders seeking a waiver of MBE goals must submit with the bid documents a **Minority Business Enterprise (MBE) Participation Waiver Request**.
- IV. Change in the Use of Subcontractors or Self-Performance Status: Before the Prime Contractor can deviate from utilizing any of the subcontractors listed on the Minority Business Enterprise (MBE) Utilization Statement, add subcontractors, or declare the intent to self-perform the work; a completed **Notification of Change in Participation** form is to be submitted for each change.

**INFORMATION FOR BIDDERS
MINORITY PARTICIPATION GOALS
FOR PUBLIC WORKS CONTRACTS**

- V. Record Keeping and Reporting: The Prime Contractor and subcontractors agree to maintain records demonstrative of their good faith efforts to comply with the participation goals identified in the City Code. All information, including subcontracting, minority participation, and weekly prevailing wage documentation, will be provided through **ePrismSoft**, an electronic web based compliance tracking software. Access to ePrismSoft has been furnished by the City of Decatur. To activate access, the Prime Contractor and all subcontractors are to contact Human Capital Development at webnfo@eprismsoft.com or (309) 692-6400.
- VI. Chapter 28, Article 10, of the City Code is included herewith for the information of the bidder.

**CITY CODE
CHAPTER 28, ARTICLE 10
MINORITY PARTICIPATION GOALS FOR PUBLIC WORKS CONTRACTS**

SECTION 10-1. POLICY:

The City of Decatur encourages a diverse workforce for all municipal procurement and public works projects. Toward that end, the City establishes goals for participation by Minority Business Enterprises (MBE) and minority workers for public works contracts, and incentives for procuring equipment, supplies and services for the city government from MBEs. The objectives of the minority participation goals include:

- A. Ensuring non-discrimination in the award and administration of City public works contracts;
- B. Encouraging a level playing field on which MBE and minority workers can compete fairly for City public works and written procurement contracts awarded based on formal submission of bids;
- C. Helping to remove barriers to the participation of MBE and minority workers in the City's municipal procurement and public works contracts;
- D. Promoting the use of MBE and minority workers in City public works projects;
- E. Ensuring that the minority participation goals are narrowly tailored in accordance with applicable law;
- F. Providing appropriate flexibility to contractors in establishing and providing opportunities for MBE inclusion and minority worker recruitment;

(Amended, Ordinance No. 2020-124, August 3, 2020)

SECTION 10-2. DEFINITIONS:

- A. **MINORITY:** For purposes of this Article, the City hereby adopts and incorporates by reference "minority person" as defined in the Illinois Business Enterprise for Minorities, Females and Persons with Disabilities Act, 30 ILCS 575/2.
- B. **MINORITY BUSINESS ENTERPRISE (MBE):** A business that is owned and controlled by minorities. There must be not less than 51 percent minority ownership of the business, and the minority ownership must control the management and daily operations of the business.
- C. **PUBLIC WORKS CONTRACTS.** All City contracts entered into for the repair, remodeling, renovation or construction of public buildings, structures and rights of way.
- D. **PUBLIC WORKS PROJECTS.** All City projects entered into for the repair, remodeling, renovation or construction of public buildings, structures and rights of way.

**INFORMATION FOR BIDDERS
MINORITY PARTICIPATION GOALS
FOR PUBLIC WORKS CONTRACTS**

(Amended, Ordinance No. 2020-124, August 3, 2020)

SECTION 10-3. MINORITY PARTICIPATION GOALS IN PUBLIC PROJECTS:

- A. As allowed by law, Contractors for City public works projects shall make a good faith effort to comply with the following minimum goals: (1) Ten (10) percent of the total dollar amount of the contract should be performed by Minority Business Enterprises if subcontracting opportunities are available and/or ten (10) percent of the total dollar amount of the contract should be for the purchase of goods, materials and equipment to be used for the public works project from Minority Business Enterprises with the ten (10) percent goal being met separately or in combination; and (2) Eighteen (18) percent of the total hours worked should be performed by minority workers.
- B. In addition to the provisions of Section 10-3 (A) above, where a proposal or bid for a public works contract meets or exceeds twenty percent (20%) of the total dollar amount of the contract, the City will award a two percent (2%) bonus of up to a maximum of fifty thousand dollars (\$50,000). Payment of this extra amount or bonus will be made at the end of the contract and after the City has verified and documented that MBE expenditures met or exceeded twenty percent (20%) of total contract value.
- C. Subcontracting is not required for a City project. If a subcontractor is used, the contractor shall make a good faith effort to meet the City's minority participation goals in the selection of subcontractors.
- D. A contractor shall provide evidence of meeting the City's minority participation goals as directed and required by the Public Works Director or provide evidence that it made a good-faith effort to meet the goals.
- E. A good faith effort means the contractor took reasonable and necessary steps to achieve the minority participation goals. "Good faith" means the contractor actively and aggressively sought participation by MBE sub-contractors or vendors or minority workers. The City shall consider the quality, quantity and intensity of efforts made by a contractor. The city may reject bids where, in the sole opinion of the city, the contractor failed to make a good faith effort.
- F. Evidence of a good-faith effort includes, but is not limited to, as appropriate:
 - i. Soliciting through all reasonable and available means the interest of MBE and minority workers;
 - ii. Outreach and recruitment efforts of and to MBEs and minority workers;
 - iii. Packaging requirements, when feasible, into tasks, quantities or subcontracts that permit maximum participation from MBEs and minority workers;
 - iv. Providing interested MBEs and firms that employ minority workers with adequate information about the bidding process, adequate time to respond and assistance in responding to a solicitation;
 - v. Negotiating in good faith with MBEs and firms that employ minority workers;
 - vi. Assisting interested MBEs and firms that employ minority workers in obtaining bonding, lines of credit or insurance;
 - vii. Assisting interested MBEs and firms that employ minority workers in obtaining necessary equipment, supplies or materials;
 - viii. Seeking services from available minority community organizations; minority contractors' groups, minority business assistance offices and other organizations, as appropriate, to provide assistance in recruiting MBEs and minority workers;
 - ix. If an MBE is rejected, providing sound reasons for rejection based on a thorough investigation of the firm;

**INFORMATION FOR BIDDERS
MINORITY PARTICIPATION GOALS
FOR PUBLIC WORKS CONTRACTS**

- x. Providing payroll records or other evidence showing the percentage of minority workers employed on the project or the percentage of project hours completed by minority workers;
 - xi. All other good faith efforts or evidence of due diligence to meet the City's minority participation goals.
- G. The minority participation goals shall be reviewed annually by the City Manager or his designee. Any changes of the goals shall require a majority vote by Decatur City Council.
(Amended, Ordinance No. 2020-124, August 3, 2020)

SECTION 10-4. PROGRAM ADMINISTRATION:

- A. The Public Works Director, his designee, or third party contractor, shall:
- i. Administer and enforce the provisions of this Article;
 - ii. Monitor, track and report on contractors over the contract duration to ensure compliance with this Article.
 - iii. Report to the City Council no less than annually on MBE utilization pursuant to this City Code.
 - iv. Provide information to MBEs and minority workers about contractors that are seeking to recruit MBEs and minority workers.
- B. The city manager shall establish policies and procedures providing that MBEs bidding on equipment, supplies and services to be purchased through written competitive bidding by the city, including public works contracts, can be awarded in certain circumstances where they may not be the lowest qualified bidder.
(Amended, Ordinance No. 2020-124, August 3, 2020)

SECTION 10-5. PENALTIES:

- A. If a contractor fails to meet the City's minority participation goals, falsifies MBEs documentation, and/or fails to provide evidence of a good faith effort to meet the goals, the Public Works Director or his designee may, as appropriate:
-
- i. Order immediate corrective action, as appropriate and practicable, to meet the minority participation goals or to show a good faith effort toward meeting the goals;
 - ii. Assess a fine or penalty not to exceed \$2,000 for each offense. Each day on which a violation occurs or continues shall be considered a separate offense. The assessed fine or penalty may be deducted and withheld from the unpaid portion of the contract;
 - iii. Order that the contractor will not be considered a responsive responsible bidder for future City projects for a fixed period of time and/or until the contractor provides evidence of making a good faith effort toward meeting the City's minority participation goals.
- (Amended, Ordinance No. 2020-124, August 3, 2020)

SECTION 10-6. APPEALS:

The penalty assessed by the Public Works Director or his designee shall be appealable to the City's Human Relations Commission.

**INFORMATION FOR BIDDERS
MINORITY PARTICIPATION GOALS
FOR PUBLIC WORKS CONTRACTS**

SECTION 10-7. WAIVER:

- A. If a contractor does not or cannot meet the City's minority participation goals for contracts, it may seek in writing a waiver. The waiver request shall include, as appropriate:
 - i. Evidence of the contractor's good faith efforts to secure participation by MBE and minority workers;
 - ii. Evidence the contractor received no proposals or inquiries from qualified MBEs or firms that employ minority workers in response to a good faith effort to secure participation.
- B. The Public Works Director or his designee may, at his or her discretion, waive the minority participation goals upon finding:
 - i. The project is essential for city operations;
 - ii. Emergency circumstances require a waiver;
 - iii. Evidence of a good faith effort by the contractor;
 - iv. Evidence the contractor received no proposals or inquiries from qualified MBE or firms that employ minority workers in response to a good faith effort to secure participation.

(Amended, Ordinance No. 2020-124, August 3, 2020)

**END OF
INFORMATION FOR BIDDERS
MINORITY PARTICIPATION GOALS
FOR PUBLIC WORKS CONTRACTS**

For Construction of: **2021 LAKE GROVE CLUB RETAINING WALL**
City Project No.: **2021-20**
Owner: City of Decatur, Illinois

Prospective Bidder:

The undersigned Bidder, having examined the specifications, drawings and all other documents contained in the Contract Documents, and having examined the site where the work is being performed, and having familiarized themselves with any local conditions effecting the work and having knowledge of the cost of work at the place where the work is to be done, hereby proposes to execute and perform the formal Contract set forth in these Contract Documents, of which this Proposal forms a part, and will do the work therein described on the terms and conditions therein set forth; and furnish all required labor, materials, tools, equipment, transportation and services for said work, and pay all applicable taxes and other incidental costs, all in strict conformity with the drawings and specifications forming a part of the Contract Documents, for an amount computed upon the basis of the quantity of work actually performed at the bid prices noted below.

It is understood that any listed quantities of work to be performed at unit prices are approximate only and are intended principally to serve as a guide in evaluating bids.

It is further agreed that any quantities of work to be performed at unit prices and material to be furnished may be increased or decreased as may be considered necessary, in the opinion of the Owner, to complete the work fully as planned and contemplated and that all quantities of work, whether increased or decreased, are to be performed at the unit prices set forth in the Bid Proposal, except as provided for in the General Conditions.

It is further agreed that any lump sum prices may be increased to cover additional work ordered by the Owner, but not shown on the plans or required by the specifications, in accordance with the provisions of the General Conditions. Similarly, they may be decreased to cover deletion of work so ordered. Where supplemental unit prices are available, they shall be used to adjust lump sum prices.

By submitting a bid, the Bidder acknowledges the understanding that the bid process is solely intended to serve the public interest in achieving the highest quality of services and goods at the lowest price, and that no right, interest, or expectation shall vest or inure to the benefit of Bidders as a result of any reliance or participation in the process.

In submitting this Proposal, it is understood that the right is reserved by the Owner to reject any or all Proposals and waive informalities or irregularities in Proposals. The Owner also reserves the right to delay the award of a contract for a period not to exceed 45 days from the date of the opening.

The undersigned further agrees, if awarded the Contract for the work included in this Proposal, to begin and to complete and deliver the work contemplated in accordance with all the conditions set forth in the Contract Documents.

The undersigned has carefully checked the figures inserted by them and understands that they are the Bidder's sole responsibility, and the Owner will not be responsible for any errors or omissions on the part of the undersigned Bidder in preparing this Proposal.

The undersigned certifies that this Proposal is genuine, not collusive, or made in the interest or behalf of any person not named as provided in the Instruction to Bidders, and that the undersigned has not, directly, or indirectly, induced or solicited any other Bidder, or induced any other person, firm, or corporation to refrain from submitting a proposal, and the undersigned has not in any manner sought by collusion to secure for themselves an advantage over any other Bidder.

Attached, as a proposal guaranty, is a properly certified check made payable to "Treasurer, City of Decatur", Decatur, Illinois, in an amount not less than ten (10) percent of the bid; or a cashier's check made payable to "Treasurer, City of Decatur", Decatur, Illinois, in an amount not less than ten (10) percent of the bid; or a bid bond on a form approved by the City of Decatur, executed by a surety company satisfactory to the City in an amount not less than ten (10) percent of the bid.

It is expressly understood that the proposal guaranty is given as a guarantee that the bidder will execute the contract and furnish acceptable bonds and required insurance, if awarded the work and the amount thereof represents the agreed damages that the Owner will sustain if the bidder fails or refuses within ten (10) days from and including the date of the Notice of Award of the Contract, to execute and deliver said Contract and deliver the required bonds and insurance shall be just cause for the cancellation of the award and the forfeiture of the proposal guaranty which shall become the property of the City, not as penalty, but in liquidation of damages done. Award may be then made to the next lowest qualified bidder, or the work re-advertised and constructed under contract, or otherwise, as the City may decide.

The Bidder grants the Owner the right to hold the lowest three (3) Proposals received, together with the accompanying bid securities, for a period of 45 days after the date of opening of said Proposals.

The undersigned Bidder further grants the Owner the right to award this Contract on the basis of any possible combinations of Base Bid and add/deduct alternate(s) (if any) that best suits the Owner's needs.

The undersigned Bidder acknowledges receipt of the following addenda:

Addenda #	Dated	Initial
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

The undersigned Bidder expressly agrees to the following provisions:

- A. That the bid stated shall include the utilization of the Subcontractor(s) listed in the List of Subcontractors below.
- B. That the Subcontractor(s) listed below shall not be changed by the Contractor unless the Subcontractor(s) are unable to perform due to bankruptcy, labor strikes, or termination of business by the Subcontractor(s).
- C. That any Subcontractor(s) shall be subject to Owner approval.

List below any Subcontractor(s) whose subcontract(s) exceed \$5,000.

SUBCONTRACTOR		TYPE OF WORK
1.	Decatur Fence	Fence
2.		
3.		
4.		

DATE 4/18/22, 2022

RETURN WITH BID

(If an Individual)
Signature of Bidder

(SEAL)

Tax ID #:

82-3309563

Business Address &
Email Address

1638 E. Eldorado Street

ClippersLawnLandscape@gmail.com

(If a Co-Partnership)
Firm Name

(SEAL)

By:

Business Address &
Email Address

Names of All
Members of Firm

(If a Corporation)
Corporate Name

Clippers Lawn And Landscape Inc (SEAL)

By:

Vice-President

Business Address &
Email Address

Names of Officers

David M. ...

President

Secretary

Treasurer

Attest:

Secretary

**CITY OF DECATUR, ILLINOIS
DEPARTMENT OF PUBLIC WORKS**

for
**2021 LAKE GROVE CLUB RETAINING WALL
CITY PROJECT 2021-20**

BASE BID

<u>WORK ITEM</u>	<u>DESCRIPTION</u>	<u>PAY UNIT</u>	<u>QTY</u>	<u>UNIT PRICE</u>	<u>EXTENSION</u>
20201200	REMOVAL AND DISPOSAL OF UNSUITABLE MATERIAL	CU YD	20	<u>275.00</u>	<u>5500.00</u>
25000100	SEEDING, CLASS 1	SQ FOOT	12,700	<u>0.51</u>	<u>6858.00</u>
25100115	MULCH, METHOD 2	SQ FOOT	12,700	<u>0.108</u>	<u>8636.00</u>
28200200	FILTER FABRIC	SQ YARD	320	<u>5.25</u>	<u>1680.00</u>
28000400	TEMPORARY EROSION CONTROL, PERIMETER BARRIER	FOOT	250	<u>3.12</u>	<u>780.00</u>
31101100	SUBBASE GRANULAR MATERIAL, TYPE B	CU YD	20	<u>275.00</u>	<u>5500.00</u>
52200800	SEGMENTAL CONCRETE BLOCK WALL	SQ FOOT	2,500	<u>52.00</u>	<u>130,000.00</u>
60146304	PIPE UNDERDRAIN FOR STRUCTURES, 4 INCH	FOOT	450	<u>9.25</u>	<u>4162.50</u>
66400105	CHAIN LINK FENCE, 4 FOOT	FOOT	360	<u>41.11</u>	<u>14,800.00</u>
67100100	MOBILIZATION	LUMP SUM	1	_____	<u>2,000.00</u>
70102620	TRAFFIC CONTROL	LUMP SUM	1	_____	<u>30,000.00</u>
X0322869	REMOVE EXISTING TIMBER WALLS AND STAIRS	LUMP SUM	1	_____	<u>20,000.00</u>
X1800002	RIVER ROCK	TON	40	<u>250.00</u>	<u>10,000.00</u>
XX003424	CONNECT TO EXISTING STRUCTURE	EACH	1	_____	<u>5,000.00</u>
Z0055905	TEMPORARY CONSTRUCTION FENCE	FOOT	400	<u>5.63</u>	<u>2252.00</u>
Z0009000	ALTERATIONS, CANCELLATIONS, EXTENSIONS, DEDUCTIONS AND EXTRA WORK	EACH	1	<u>\$20,000.00</u>	<u>\$20,000.00</u>

TOTAL BASE BID 267,168.50

TOTAL BASE BID IN WORDS

Two hundred

sixty seven thousand one hundred sixty eight dollars and fifty cent.

RETURN WITH BID

ALTERNATE "A"

<u>WORK ITEM</u>	<u>DESCRIPTION</u>	<u>PAY UNIT</u>	<u>QTY</u>	<u>UNIT PRICE</u>	<u>EXTENSION</u>
52200800	SEGMENTAL CONCRETE BLOCK WALL, MATCH EXISTING BLOCK MANUFACTURER STYLE, SETBACK, SHAPE AND COLOR	SQ FOOT	2,500	_____	_____
TOTAL ALTERNATE "A"					_____
TOTAL BASE BID + ALTERNATE "A"					_____
TOTAL BASE BID + ALTERNATE "A" IN WORDS					_____



Domestic/Foreign Corporation Annual Report

2021 71343448

FILED August 9, 2021

Jesse White, Secretary of State

1. **Corporate Name** CLIPPERS LAWN AND LANDSCAPING INC.
Registered Agent JEFFRY MATHERN
Registered Office 1638 E ELDORADO ST
City, IL, Zip Code, County DECATUR, IL 62521-2040 MACON

2. **Principal address of Corporation** 1638 E. ELDORADO DECATUR, IL 62521

3a. **State or Country of Incorporation** ILLINOIS 3b. **Date Incorporated/Qualified** 09-12-2017

4. **The names and addresses of ALL officers & directors MUST be listed here!**

Officers

Title Name & Address	PRESIDENT NICOLE MATHERN 1638 E. ELDORADO DECATUR IL 62521
Title Name & Address	SECRETARY NICOLE MATHERN 1638 E. ELDORADO DECTUR IL 62521
Title Name & Address	DIRECTOR NICOLE MATHERN 210 SILVER DR DECATUR, IL 62521

5. **If 51% or more of the stock is owned by a minority or female, please check the appropriate box**

☐ Minority ☐ Female ☒ Both

6. **Number of shares authorized and issued as of** 6-30-2021

Class	Series	Par Value	Number Authorized	Number Issued
A		0.00000	1000	1000.000

7. **The amount of paid-in-capital as of** 6-30-2021 **is \$** 1000

8. **All property owned by the corporation is located in Illinois and all business transacted by the corporation is in Illinois.**

9. **Under the penalty of perjury and as an authorized officer, I declare that this annual report, pursuant to provisions of the Business Corporation Act, has been examined by me and is, to the best of my knowledge and belief, true, correct and complete.**

By NICOLE MATHERN
Authorized Officer

PRESIDENT August 9, 2021
Title & Date

Fee Summary

Franchise Tax: \$0.00

Filing Fee: \$75.00

Penalty: \$0.00

Interest: \$0.00

Total Fee: \$75.00

CERTIFICATE OF LIABILITY INSURANCE

04/19/2022

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 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 rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Richland Insurance Services, Inc 636 W Imboden Drive Decatur IL 62521	CONTACT NAME: Shane Major PHONE (A/C, No, Ext): 217-424-6024 FAX (A/C, No): (217)864-4194 E-MAIL ADDRESS: shane@richlandins.com														
INSURED Clippers Lawn & Landscape Inc 1638 E Eldorado St Decatur IL 62521	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A : Erie Insurance Exchange</td> <td>2671</td> </tr> <tr> <td>INSURER B : Erie Insurance Company</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></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> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Erie Insurance Exchange	2671	INSURER B : Erie Insurance Company		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : Erie Insurance Exchange	2671														
INSURER B : Erie Insurance Company															
INSURER C :															
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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:			Q35-01211851	11/01/2021	11/01/2022	EACH OCCURRENCE \$ 1000000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1000000
							MED EXP (Any one person) \$ 5000
							PERSONAL & ADV INJURY \$ 1000000
A	☒ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS			Q03-0630744	03/06/2022	03/06/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1000000
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
B	☒ UMBRELLA LIAB ☐ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$			Q35-0270297	11/01/2021	11/01/2022	EACH OCCURRENCE \$ 2000000
							AGGREGATE \$ 2000000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N		Q87-0104217	03/01/2022	03/01/2023	☒ PER STATUTE ☐ OTH-ER
		Y	N/A				E.L. EACH ACCIDENT \$ 1000000
							E.L. DISEASE - EA EMPLOYEE \$ 1000000
							E.L. DISEASE - POLICY LIMIT \$ 1000000

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

City of Decatur, its officers and empolyess listed as additional insured.

CERTIFICATE HOLDER

CANCELLATION

City of Decatur 2850 N Jasper St Decatur IL 62526	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>Amber D. Barger</i>
---	---

Fax: Email:

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ACORD 25 (2014/01)

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

RETURN WITH BID

Minority Business Enterprise (MBE) Utilization Statement

Date:	4/18/22	Project Title:	2021 LAKE GROVE CLUB RETAINING WALL	
Total Contract Value:		Project Number:	2021-20	

Section I: Prime Contractor Information

Prime Contractor: Clippers Lawn and Landscaping INC.
 Address: 1638 E. Eldorado
Decatur IL 62521
 Phone: (217) 358-8251 (217) 521-4622
 Contact Person: Nicole Mathern / Jeffry Mathern
 Email: ClippersJM2014@gmail / NickiMathern@gmail

Section II: Selected Subcontractors

Subcontractor Name	MBE or Non-MBE	Amount	% of Total Contract	Scope of Work
Decatur Fence			5.54%	Fencing
Totals				

- If more subcontractors are utilized, please copy this form and attach the additional information.

Section III: Purchase of Goods, Materials, or Equipment

Minority Business Enterprise Name	Amount	% of Total Contract	Scope of Work
Totals			

- If more firms were contacted, please copy this form and attach the additional information.

Section IV: MBE subcontractors that submitted bids but were not selected

Subcontractor Name	Scope of Work Bid	Reason for Denial

- If more firms submitted quotes, please copy this form and attach the additional information.

Section V: MBEs that were contacted for this project

Subcontractor Name	Method of Contact	Contact Outcome

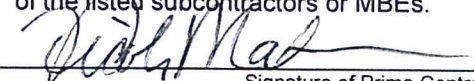
- If more firms were contacted, please copy this form and attach the additional information.

Section V:

The City of Decatur is committed to promoting minority participation in public works construction projects and in accordance with Article 28-10 of the City Code, has established a subcontractor utilization and/or purchase of goods, materials or equipment goal of 10% for Minority Business Enterprises that are to be used in the execution of this project. Prime Contractors have an obligation to make a good faith effort to advance the City's commitment to increase diversity among the firms working on City construction projects.

This form must be completed and submitted with the bid proposal. All subcontractors and MBE's intended for use on this project shall be listed in the columns above; along with the total estimated amount to be paid; percentage of total contract; and scope of work. If for whatever reason the Prime Contractor utilizes an MBE not listed above, they must submit a **Notification of Change in Participation** with the necessary support documentation.

The undersigned certifies that the information included herein is true and correct; the MBE's listed above have agreed to perform the scope of work described. The undersigned further certifies that it has no controlling, dominating, or conflict of interest in any of the listed subcontractors or MBEs.



Signature of Prime Contractor



Date



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

RETURN WITH BID WHEN REQUIRED

Minority Business Enterprise (MBE) Participation Waiver Request

Date:	4/18/22	Project Title:	2021 LAKE GROVE CLUB RETAINING WALL
		Project Number:	2021-20

Prime Contractor: Clippers Lawn and Landscaping INC.
Address: 11638 E. Eldorado
Decatur IL 62521
Phone: (217) 358-8251 or (217) 8521-4622
Contact Person: Nicole Mathern or Jeffery Mathern
Email: ClippersJL2014@gmail or NickiMathern@gmail

We hereby request that the City waive the Minority Business Enterprise (MBE) 10% participation goal on the above named project for the following reason(s) and affirm that the stated reasons and documents provided are true and correct and not misleading. We further agree this waiver request does not waive the goal that 18% of the total hours worked should be performed by minority workers as per City Code Chapter 28, Article 10.

CHECK ALL THAT APPLY. SPECIFIC SUPPORTING DOCUMENTATION MUST BE SUBMITTED AS INDICATED.

☐	An insufficient number of MBEs responded to our invitation to bid on services or materials. (Attach a list of MBEs contacted for each work item to be subcontracted along with the dollar amount for each item)
☐	No subcontracting or purchase of goods, materials or equipment opportunities exist. (Attach explanation)
☐	The award of subcontract(s) or purchase of goods, materials or equipment is impracticable. (Attach explanation)
☐	Other – (State reason and attach explanation)
☒	I meet or exceed the 10% goal for the use of MBEs (detail is provided on the MBE Utilization Statement)

Nicole Mathern
Signature of Prime Contractor

4/18/22
Date

FOR OFFICIAL USE ONLY

☐ APPROVED	☐ DISAPPROVED
-----------------------------------	--------------------------------------

The minority participation goals are waived on this project for the following reason(s) (see Article 28-10-7 City Code):

☐	The project is essential for City operations.
☐	Emergency circumstances require a waiver.
☐	Evidence of a good faith effort by the contractor.
☐	The contractor will self-perform all work and will not subcontract any portion of the project.
☐	The contractor proposes to meet City MBE goal. No Waiver Required

REVIEWED BY:

Public Works Director

Date



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

RETURN WITH BID FOR EACH MBE
SUBCONTRACTOR OR SUPPLIER

Minority Business Enterprise (MBE) Information Form

Date:	4/18/2022	Project Title:	2021 LAKE GROVE CLUB RETAINING WALL
Total Contract Value:		Project Number:	2021-20

Section I: Minority Business Enterprise (MBE) Information

Name: Clippers Lawn and Landscaping INC
 Address: 1638 E. Eldorado
Decatur IL 62521
 Phone: 217 521 4622 / 217 358 8251
 Contact Person: Nicole Mathern
 Email: NickiMathern@gmail

Section II: Description of Services or Materials to be Provided

Description of Scope of Services Agreed Upon	Estimated Amount	Estimated % of Total Contract
Build retaining wall per project description in attached 2021 LAKE GROVE CLUB RETAINING WALL CITY PROJECT 2021-20.	\$267,168.50	94.5%

This form must be completed and submitted with the bid proposal for each MBE. All MBEs intended for use on this project shall have an MBE Information Form signed by the prime contractor and MBE. If for whatever reason the Prime Contractor changes or adds an MBE, a Notification of Change in Participation Form and MBE Information Form with the necessary support documentation must be submitted and approved.

The undersigned certifies that the information included herein is true and correct and the MBE subcontractor or material supplier has agreed to the scope of services described. The undersigned further certifies that this form is not a Contract between the City, Prime Contractor or Subcontractor/Material Supplier.

Prime Contractor Signature	Print
<u>Nicole Mathern</u>	<u>Nicole Mathern</u>
Title	Date
<u>President</u>	<u>4/18/22</u>

Minority Business Enterprise Signature	Print
<u>Nicole Mathern</u>	<u>Nicole Mathern</u>
Title	Date
<u>President</u>	<u>4/18/22</u>

RETURN WITH BID

COUNTY OF City of St. Louis) SS

Signed:

Vicki Mabe President
Title

Subscribed and sworn to before me this 19th day of April, 2022.

TERESA THURMAN
Notary Public - Notary Seal
State of Missouri
St. Louis City
My Commission Expires 03-17-2023
Commission # 04410312

9th day of April, 2022.


Notary Public

Page 105 of 188



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

Notification of Change in Participation

Date:		Project Title:	
		Project Number:	

Prime Contractor: _____

Address: _____

Phone: _____

Contact Person: _____

Email: _____

If changing from a previously identified subcontractor/material supplier to another or to change from self-performing to a subcontractor, complete the following:

From Name:		To Name:	
Address:		Address:	
Phone:		Phone:	
Status:	☐ MBE	☐ Non-MBE	Status: ☐ MBE ☐ Non-MBE
		Contract Amount:	
Will the scope of work change?	☐ Yes	☐ No	

Describe the scope of work change:

Reason for subcontractor change:

Describe good faith efforts to utilize an MBE:

Signature of Prime Contractor

Date

Signature of Prime Contractor

Date

Final Minority Business Enterprise (MBE) Participation Documentation

Date:		Project Title:		
Total Contract Value:			Project Number:	

Section I: Prime Contractor Information

Prime Contractor: _____

Address: _____

Phone: _____

Contact Person: _____

Email: _____

Section II: Selected Non-MBE Subcontractors

Subcontractor Name	Estimated Amount	Est. % of Total Contract	Actual Amount	Actual % of Total Contract
Non-MBE Subcontractor Total				

If more subcontractors are utilized, please copy this form and attach the additional information.

Section III: Selected MBE Subcontractors

Subcontractor Name	Estimated Amount	Est. % of Total Contract	Actual Amount	Actual % of Total Contract
MBE Subcontractor Totals				

If more subcontractors are utilized, please copy this form and attach the additional information.

Section III: Selected MBE purchase of Goods, Materials, and Equipment

Name	Estimated Amount	Est. % of Total Contract	Actual Amount	Actual % of Total Contract
MBE Totals				

If more MBE's are utilized, please copy this form and attach the additional information.

CHECK ALL THAT APPLY. SPECIFIC SUPPORTING DOCUMENTATION MUST BE SUBMITTED AS INDICATED.

☐	MBE Goal of 10% <u>has been</u> reached
☐	MBE Goal of 10% <u>has not been</u> reached but Contractor <u>has</u> met the goal estimated on the MBE Utilization Statement submitted at Bid
☐	MBE Goal of 10% <u>has not been</u> reached and Contractor <u>has not</u> met the goal estimated on the MBE Utilization Statement submitted at Bid (attach explanation)
☐	MBE Goal of 20% <u>has been</u> reached and qualifies for a 2% Bonus of the final Contract Value up to a maximum of \$50,000
☐	Other – (State reason and attach explanation)

The undersigned certifies that the information included herein is true and correct, failure to submit this form may result in delay of the final payment.

Signature of Prime Contractor

Date

CONTRACT

THIS CONTRACT, made and entered into this 2nd day of May, 2022, by and between the City of Decatur, Illinois, hereinafter called "Owner", and Clippers Lawn and Landscaping Inc., hereinafter called the "Contractor".

WITNESSETH:

That for and in consideration of the payments, covenants, and agreements stated herein, the Contractor and Owner agree as follows:

1. The Contractor shall perform and complete in a Good and Workmanlike Manner all Work required in connection with **"2021 Lake Grove Club Retaining Wall, City Project 2021-20"**, all in strict accordance with the Contract Documents, including any and all Addenda prepared by the City Engineer, with specifications and drawings are made a part of this Contract; and in strict compliance with the Contractor's Bid Proposal and the other Contract Documents herein mentioned, which are a part of the Contract; and the Contractor shall do everything required by this Contract and the other documents constituting a part thereof.
 2. Payments are to be made to the Contractor by the Owner in accordance with and subject to the provisions embodied in the documents made a part of this Contract, or as prescribed by law.
 3. Work under this Contract shall commence on the date specified in the written Notice to Proceed from the Owner to the Contractor. Upon receipt of said Notice, the Contractor shall diligently and continuously prosecute and substantially complete all Work under this Contract.
 4. **A Completion Date is in effect for this project in accordance with Section 108 of the Illinois Department of Transportation, Standard Specifications for Road and Bridge Construction. The Completion Date for this project is October 28, 2022**
-
5. This Contract consists of the following component parts, herein defined as the Contract Documents, all of which are as full a part of this Contract as if herein set out verbatim, or if not attached, as if hereto attached:

Advertisement for Bids
Information for Bidders
Bid Proposal
Non-Collusion Affidavit
Contract (This Instrument)
Contract Change Orders
Performance Bond
Addenda

General Conditions
Special Conditions
Standard Specifications
Project Drawings
Special Provision
Supplemental Specifications
Appendix(s)

The above named documents are essential parts of the Contract, and a requirement occurring in one is as binding as though occurring in all. They are intended to be complementary and to describe and provide for a complete work product.

In case of discrepancy, the order of precedence is as follows:

1. Contract Change Orders
2. Addenda
3. Contract
4. Special Provisions & Drawings
5. Special Conditions
6. Supplemental Specifications
7. General Conditions

In the event there is a conflict between any of the above listed documents, the provision of the document with the lower numerical value shall govern over those documents with a high numerical value.

The Contractor shall not take advantage of any apparent error or omission in the plans or specifications. In the event the Contractor discovers such an error or omission, the bidder shall immediately notify the Owner. The Owner will then make such corrections and interpretations as may be deemed necessary for fulfilling the intent of the plans and specifications.

6. It is agreed by the parties to this Contract that this Contract shall be executed in quadruplicate, one copy for the Contractor, and three copies for the Owner.

ATTEST:

CITY OF DECATUR, ILLINOIS

CITY CLERK

By _____
MAYOR

CLIPPERS LAWN AND LANDSCAPING
INC.

SECRETARY (Corporate Seal)

By _____
PRESIDENT



City of Decatur, Illinois

Contract Bond

Project 2021 Lake Grove Club Retaining Wall

Project Number 2021-20

We, Clippers Lawn and Landscaping, Inc.

1638 E. Eldorado, Decatur IL 62521

a/an) ☐ Individual ☐ Co-partnership ☐ Corporation organized under the laws of the _____ ,

as PRINCIPAL, and _____

_____ as SURETY,

Two Hundred Sixty-Seven Thousand, One-Hundred Sixty-Eight Dollars and 50/100-----

----- Dollars (\$267,168.50), lawful money of the United States, well and truly to be paid unto said CITY, for the payment of which we bind ourselves, our heirs, executors, administrators, successors, jointly to pay to the CITY this sum under the conditions of this instrument.

WHEREAS THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH that, the said Principal has entered into a written contract with the CITY for the construction of work on the above City Project, which contract is hereby referred to and made a part hereof, as if written herein at length, and whereby the said Principal has promised and agreed to perform said work in accordance with the terms of said contract, and has promised to pay all sums of money due for any labor, materials, apparatus, fixtures or machinery furnished to such Principal for the purpose of performing such work and has further agreed to pay all direct and indirect damages to any person, firm, company or corporation suffered or sustained on account of the performance of such work during the time thereof and until such work is completed and accepted; and has further agreed that this bond shall inure to the benefit of any person, firm, company or corporation to whom any money may be due from the Principal, subcontractor or otherwise for any such labor, materials, apparatus, fixtures or machinery so furnished and that suit may be maintained on such bond by any such person, firm, company or corporation for the recovery of any such money.

NOW THEREFORE, if the said Principal shall well and truly perform said work in accordance with the terms of said contract, and shall pay all sums of money due or to become due for any labor, materials, apparatus, fixtures or machinery furnished to him for the purpose of constructing such work, and shall commence and complete the work within the time prescribed in said contract, and shall pay and discharge all damages, direct and indirect, that may be suffered or sustained on account of such work during the time of the performance thereof and until the said work shall have been accepted, and shall hold the CITY harmless on account of any such damages and shall in all respects fully and faithfully comply with all the provisions, conditions and requirements of said contract, then this obligation to be void; otherwise to remain in full force and effect.

IN TESTIMONY WHEREOF, the said PRINCIPAL and the said SURETY have caused this instrument to be signed by their respective officers this _____ day of _____ A.D. 2022

PRINCIPAL

Clippers Lawn and Landscaping, Inc..
(Company Name)

By: _____
(Signature & Title)

Attest: _____
(Signature & Title)

(Company Name)

By: _____
(Signature & Title)

Attest: _____
(Signature & Title)

(If PRINCIPAL is a joint venture of two or more contractors, the company names and authorized signature of each contractor must be affixed.)

STATE OF ILLINOIS,

COUNTY OF _____

I, _____, a Notary Public in and for said county, do hereby certify that

(Insert names of individuals signing on behalf or PRINCIPAL)

who are each personally known to me to be the same persons whose names are subscribed to the foregoing instrument on behalf of PRINCIPAL, appeared before me this day in person and acknowledged respectively, that they signed and delivered said instrument as their free and voluntary act for the uses and purposes therein set forth.

Given under my hand and notarial seal this _____ day of _____ A.D. _____

My commission expires _____

Notary Public (SEAL)

SURETY

By: _____
(Signature of Attorney-in-Fact)

(Name of Surety)

STATE OF ILLINOIS,

COUNTY OF _____

(SEAL)

I, _____, a Notary Public in and for said county, do hereby certify that

(Insert names of individuals signing on behalf or SURETY)

who are each personally known to me to be the same persons whose names are subscribed to the foregoing instrument on behalf of SURETY, appeared before me this day in person and acknowledged respectively, that they signed and delivered said instrument as their free and voluntary act for the uses and purposes therein set forth.

Given under my hand and notarial seal this _____ day of _____ A.D. _____

My commission expires _____

Notary Public (SEAL)

CITY OF DECATUR

Approved this 2nd day of May, A.D. 2022

Attest:

Kim Althoff, City Clerk

City Council

City of Decatur, Illinois

Julie Moore Wolfe, Mayor



Photo 1: Side view of the wall looking northeast. The block wall built in 2000 is located at the far-right side of the wall

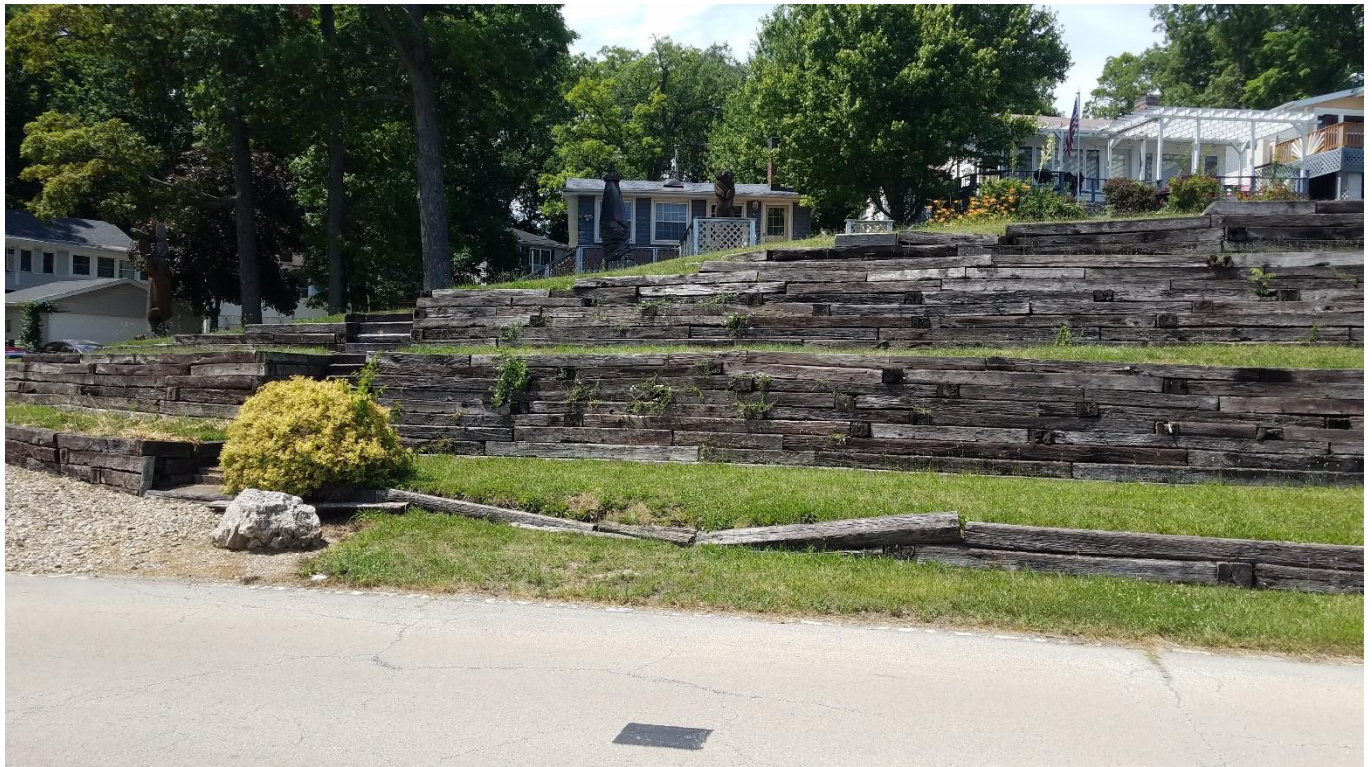


Photo 2: Side view of the wall looking NE towards the entrance to the Lake Grove Club Road.



Photo 3 and 4: Shows the condition of the existing wall and stairs. The condition of the railroad ties is poor with many railroad ties rotted out.

Project Name: Lake Grove Retaining Wall Project Number: 2021-20 Bid Date: April 20, 2022 Time: 10:00 a.m. Fund: Organization Code: Object Code:				Engineer's Estimate City Engineering Division		Clippers Lawn & Landscaping Inc. 1638 E. Eldorado St. Decatur, IL 62521		Entler Excavating Co. Inc. 819 N Sunnyside Rd Decatur, IL 62522	
Item Number	Pay Item	Quantity	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total
20201200	REMOVAL AND DISPOSAL OF UNSUITABLE MATERIAL	20	CU YD	\$100.00	\$2,000.00	\$275.00	\$5,500.00	\$80.00	\$1,600.00
25000100	SEEDING, CLASS 1	12,700	SQ FOOT	\$1.50	\$19,050.00	\$0.54	\$6,858.00	\$0.75	\$9,525.00
25100115	MULCH, METHOD 2	12,700	SQ FOOT	\$1.50	\$19,050.00	\$0.68	\$8,636.00	\$0.75	\$9,525.00
28200200	FILTER FABRIC	320	SQ FOOT	\$5.00	\$1,600.00	\$5.25	\$1,680.00	\$6.00	\$1,920.00
28000400	TEMPORARY EROSION CONTROL, PERIMETER BARRIER	250	FOOT	\$5.00	\$1,250.00	\$3.12	\$780.00	\$5.00	\$1,250.00
31101100	SUBBASE GRANULAR MATERIAL, TYPE B	20	CU YD	\$100.00	\$2,000.00	\$275.00	\$5,500.00	\$60.00	\$1,200.00
52200800	SEGMENTAL CONCRETE BLOCK WALL	2,500	SQ FOOT	\$70.00	\$175,000.00	\$52.00	\$130,000.00	\$75.00	\$187,500.00
60146304	PIPE UNDERDRAIN FOR STRUCTURES, 4 INCH	450	FOOT	\$35.00	\$15,750.00	\$9.25	\$4,162.50	\$50.00	\$22,500.00
66400105	CHAIN LINK FENCE, 4 FOOT	360	FOOT	\$45.00	\$16,200.00	\$41.11	\$14,800.00	\$63.00	\$22,680.00
67100100	MOBILIZATION	1	LUMP SUM	\$18,000.00	\$18,000.00	\$2,000.00	\$2,000.00	\$4,000.00	\$4,000.00
70102620	TRAFFIC CONTROL	1	LUMP SUM	\$5,000.00	\$5,000.00	\$30,000.00	\$30,000.00	\$1,750.00	\$1,750.00
X0322869	REMOVE EXISTING TIMBER WALLS AND STAIRS	1	LUMP SUM	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
X1800002	RIVER ROCK	40	TON	\$200.00	\$8,000.00	\$250.00	\$10,000.00	\$80.00	\$3,200.00
XX003424	CONNECT TO EXISTING STRUCTURE	1	EACH	\$2,500.00	\$2,500.00	\$5,000.00	\$5,000.00	\$2,000.00	\$2,000.00
Z0059905	TEMPORARY CONSTRUCTION FENCE	400	FOOT	\$5.00	\$2,000.00	\$5.63	\$2,252.00	\$12.00	\$4,800.00
Z0009000	ALTERATIONS, CANCELLATIONS, DEDUCTIONS AND EXTRA WORK	1	EACH	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
					\$0.00		\$0.00		\$0.00
					\$0.00		\$0.00		\$0.00
					\$0.00		\$0.00		\$0.00
5220800	ALTERNATE "A" SEGMENTAL CONCRETE BLOCK WALL (MATCHING EXISTING MATERIAL)	2,500	SQ FOOT	\$15.00	\$37,500.00		\$0.00		\$0.00
TOTAL BIDS (AS CORRECTED)				\$364,900.00		\$267,168.50		\$313,450.00	
Percent Over Under ENGINEER'S ESTIMATE						-26.78%		-14.10%	




Paul E. Caswell, P.E., City Engineer



Public Works

DATE: 5/10/2022

MEMO: 2022-31

TO: Honorable Mayor Julie Moore Wolfe and City Council Members

FROM: Scot Wrighton, City Manager
Matthew C. Newell, P.E., Public Works Director

SUBJECT:
Ordinance Amending City Code, Chapter 38, Stormwater Ordinance

SUMMARY RECOMMENDATION:

Staff requests that Council pass the proposed ordinance amendments regarding City Code Chapter 38, Stormwater, which adds to the exemptions and credits for storm water service charges.

BACKGROUND:

Additional credits have been requested for inclusion in the City Code for Stormwater. The proposed changes to Article 38.27.(F).5 of the City Code are outlined as follows:

f. Allowance for other governmental entities to provide educational programs in return for stormwater fee credit.

g. Add a “Public Transportation Credit” for public transportation facilities that cannot detain stormwater on site as typically required by the City.

PRIOR COUNCIL ACTION:

February 2, 2006 – The Storm Water Ordinance was presented to the City’s Planning Commission who gave the ordinance a favorable recommendation.

February 21, 2006 - Council met in Study Session to discuss a Storm Water Ordinance, which would replace Chapter 38, Soil Erosion.

March 6, 2006 - Council approved Ordinance No. 2006-13, amending City Code Chapter 38, Storm Water Ordinance.

November 3, 2008 - Council approved Resolution No. 2008-184 authorizing a memorandum of understanding between the MS4 group and Macon County Soil and Water Conservation District to assist the community to meet the requirements of the NPDES permits.

January 18, 2011 – Council approved Ordinance No. 2011-04, amending City Code Chapter 38, Storm Water Ordinance to add land disturbance permits as required by the phase II requirements of the City’s NPDES permit for a stormwater system.

April 22, 2014 – Council approved Ordinance No. 2014-14, amending City Code Chapter 38, Storm Water Ordinance to add the stormwater utility.

August 3, 2020 – Council approved Ordinance No. 2020-123, amending City Code Chapter 38, Storm Water Ordinance to add to the land disturbance permit fee requirements.

POTENTIAL OBJECTIONS: No known objections

INPUT FROM OTHER SOURCES: None

STAFF REFERENCE: Matt Newell, Public Works Director, will attend the City Council meeting to answer any questions of the Council on this item.

BUDGET/TIME IMPLICATIONS:

Budget Impact: No significant budget impact. This would affect properties like the Decatur Airport, which would reduce its fees by \$7,800 annually. Educational credits will generally more than pay for themselves by the time and effort spent to provide meaningful educational opportunities to area residents.

Staff Impact: Staff time is allocated to these property reviews.

ATTACHMENTS:

Description	Type
2022-31 Ordinance Amending City Code, Chapter 38, Stormwater Ordinance	Ordinance

ORDINANCE NO. _____
ORDINANCE AMENDING CITY CODE
CHAPTER 38
-STORMWATER ORDINANCE-

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

Section 1. That Chapter 38 of the City Code of Decatur, Illinois, be, and the same is hereby modified and amended by adding and deleting language to Section 27. Said Section 27 as so modified, amended and added, shall provide as follows:

27. STORMWATER UTILITY AND STORMWATER FUND

(F) ...

... 5. The Public Works Director shall grant SWSC credits for properties that reduce the impact of or eliminate stormwater runoff from said property. Credits shall include:

...f. Education Credit: Stormwater service credits will be available for all public and private primary, elementary and secondary schools that provide stormwater education curricula to at least 25% of their student body or approved programs by other governmental agencies. The curricula shall meet the description of "Classroom Education on Stormwater" as defined by the United States Environmental Protection Agency and must be approved by the Public Works Department. The Education Credit shall be further defined in the Stormwater Credit Regulations.

g. Public Transportation Credit: Stormwater service credits will be available for properties owned by governmental entities that serve public transportation and cannot provide on-site stormwater detention. These credits shall be further defined in the Stormwater Credit Regulations.

h. Stormwater credits shall reduce the number of ERUs attributable to the property.

Section 2. That the City Clerk be, and 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, and ADOPTED this 16th day of May 2022.

JULIE MOORE WOLFE, MAYOR

ATTEST:

KIM ALTHOFF, CITY CLERK

PUBLISHED this ____ day of _____, 2022

KIM ALTHOFF, CITY CLERK

ADDITIONS AND ~~DELETIONS~~

CHAPTER 38

-STORMWATER ORDINANCE-

27. STORMWATER UTILITY AND STORMWATER FUND

(F) ...

... 5. The Public Works Director shall grant SWSC credits for properties that reduce the impact of or eliminate stormwater runoff from said property. Credits shall include:

...f. Education Credit: Stormwater service credits will be available for all public and private primary, elementary and secondary schools that provide stormwater education curricula to at least 25% of their student body or approved programs by other governmental agencies. The curricula shall meet the description of "Classroom Education on Stormwater" as defined by the United States Environmental Protection Agency and must be approved by the Public Works Department. The Education Credit shall be further defined in the Stormwater Credit Regulations.

g. Public Transportation Credit: Stormwater service credits will be available for properties owned by governmental entities that serve public transportation and cannot provide on-site stormwater detention. These credits shall be further defined in the Stormwater Credit Regulations.

gh. Stormwater credits shall reduce the number of ERUs attributable to the property.

Legal Department

DATE: 5/9/2022

MEMO:

TO: Mayor Julie Moore Wolfe & Members of the Decatur City Council

FROM: Scot Wrighton, City Manager
Wendy Morthland, Corporation Counsel

SUBJECT: Ordinance Amending City Code, Chapter 41, Miscellaneous Street Regulations.

SUMMARY RECOMMENDATION: It is recommended that the proposed ordinance be approved.

BACKGROUND:

The proposed revisions to Chapter 41 remove what will become conflicting and antiquated code language that would otherwise be in conflict with a new food truck ordinance.

The revisions to Chapter 41 also remove fees for certain commercial uses of city-owned sidewalks in the central business district--while retaining the requirement that commercial uses must still get formal permission to use sidewalks from the city and meet all other code requirements. The city continues to evaluate ways to stimulate new businesses downtown and assist those already operating there. These ordinances advance this view.

The proposed ordinance also makes other minor formatting changes in the language of Chapter 41.

PRIOR COUNCIL ACTION: The City Council acted to temporarily remove sidewalk use fees during the pandemic. These short-term revisions have now expired.

ATTACHMENTS:

Description	Type
Ordinance Amending Chapter 41 Miscellaneous Street Regulations	Ordinance

ORDINANCE NO. _____
ORDINANCE AMENDING CITY CODE
- CHAPTER 41-
MISCELLANEOUS STREET REGULATIONS

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

SECTION 1. That Chapter 41 of the City Code of the City of Decatur, Illinois, be, and the same is hereby modified and amended by amending and deleting language to Sections 12 and 13 and renumbering Sections 14 through 21 so that Sections 12 through 20 as so modified and amended, shall provide as follows:

12. PERMITS FOR USE OF SIDEWALKS AND PUBLIC PLACES.

...B. PERMITS REQUIRED.

(1) No person, firm or corporation shall use any street, alley, sidewalk, parkway or other public place for the placement of the signs or for the storage, sale or display of any goods, wares or merchandise, except as expressly provided herein; provided that the City Manager may authorize sidewalk sale permits to be issued for the display and sale of goods and merchandise on sidewalks in areas designated by such officer for periods of time not exceeding three (3) days. A sidewalk sale permit shall designate what portions of the sidewalk shall be used for such purpose....

(5) Permits issued hereunder shall expire and terminate on the 31st day of December next following the effective date thereof....

...C. APPLICATION. The application for permits shall be made on City of Decatur forms and submitted to the Public Works Director, and shall, at minimum include the following:...

13. POSTING OF POSTERS. That the posting, fastening or otherwise affixing posters, placards, notices or advertisements of any kind or character on any pole located on any of the streets and alleys of the City of Decatur is hereby forbidden except such legal notices as are required by law to be posted.

14. TEMPORARY BANNERS. The City Manager is authorized to issue permits for temporary banner signs over the streets of the City or upon street light poles where banner mounting brackets have been provided upon the following conditions:

- A.** The lowest part of said sign must be at least 25 feet above the street.
- B.** Said permit shall be issued to local religious, charitable or other non-profit organizations only.
- C.** The City must be protected from liability by adequate public liability insurance.

D. Such permits shall be issued for limited periods only.

15. BICYCLES ON SIDEWALKS AND CENTRAL PARK. The operation and use of bicycles, roller skates, skateboards, scooters and all other similar devices propelled by human power, but excluding wheelchairs, strollers or baby carriages, and push carts, be, and the same is hereby prohibited, and no person shall use, operate or ride on such vehicles or devices, at any point in that area commonly known as Central Park or on any sidewalk in the Central Business District.

For purposes of this section, "sidewalk" shall have the meaning ascribed to it in Chapter 34 of the City Code.

16. CENTRAL PARK FOUNTAIN. It is hereby prohibited to enter into or on the fountain located in what is commonly known as Central Park with the exception of City personnel or those at the direction of the City in the performance of their duties.

17. DOWNTOWN ENTERTAINMENT PERMITS.

A. No person, firm or corporation shall allow outdoor entertainment in the Central Business District that is likely to produce audible sound or noise at a level to be heard by surrounding businesses or residents without first having obtained a permit therefor.

B. Applications. Before any permit as required by the preceding section shall be issued, the person, firm or corporation desiring such permit shall make application to the City Manager upon forms provided by the City. There is no permit fee.

C. Hours. Outdoor entertainment shall end with the last call or between the last call and 12:00 a.m. midnight.

D. Central Business District – Defined in the City's Zoning Ordinance as district B-4, and is generally bounded by Wood Street, Jackson Street, Cerro Gordo Street and Church Street. The exact boundaries of the Central Business District are shown on the Zoning District Map which is reviewed and approved annually by the City Council, and is kept on file with the City Clerk.

E. Exemptions. The City Manager may, by regulation, exempt fairs, festivals and community and charitable events from the operation of this section.

18. HONORARY STREET SIGN PROGRAM. As a means to honor individuals, organizations, entities and events that have had a significant lineage to the City or a significant cultural, historical, or humanitarian impact on the community, the City of Decatur shall establish an Honorary Street Naming Sign program as described below. All honorary street name signs shall comply with the guidelines of this program and honorary street name signs shall not have the effect of changing platted street names or official addresses.

A. Application Process - Honorary street name designation shall be limited to individuals, organizations, entities and events that have had a significant lineage to or a cultural, historical or humanitarian impact on the City as determined by the Decatur City Council. An honoree must have a geographical relationship to the requested sign location, having either lived or worked or performed other actions or activities in the area deemed to have been important to the City of Decatur. Applicants shall be required to submit an application form to the City of Decatur's Economic and Community Development Department providing details as to the

proposed honoree's lineage or cultural, historical or humanitarian impact on the city and an explanation of the honoree's relationship to the requested honorary street sign location as part of the application process. Applications shall be reviewed by a five (5) member panel consisting of one (1) member of the Decatur City Council, one (1) member from the Economic and Community Development Department, one (1) member from an authorized city neighborhood organization, one (1) member from the Decatur Police Department and one (1) member appointed from the community at large. Applications will be forwarded to the Mayor and Decatur City Council and scheduled for a vote only upon an affirmative panel recommendation or if a majority of the Decatur City Council calls for it. The request will be considered "denied" upon a negative panel recommendation or if a majority of the Decatur City Council does not call for an application to be brought forward within 30 days of said panel recommendation being issued. Current city employees are not eligible for an honorary street naming designation.

B. Number of Signs - The Decatur City Council will designate a maximum of five (5) honorary streets per year. If there is a street, or portion of a street (except intersecting streets), that has been designated with an honorary street name, no other such name shall be given to the street or section of street. The city shall also have the ultimate authority to determine how many signs shall be placed in an area and how much of the street will be designated with an honorary name.

C. Cost - The person (s) or organization making the request shall be responsible for the cost of creating and installing the sign.

D. Duration - The city replaces street name signs on an approximate ten (10) year cycle. Honorary street name designations will be reviewed and considered by the City Council for continuation as new street name signs are being placed in the area.

E. Notification - The City shall cause letters to be sent to residents and/or businesses in the vicinity of the proposed honorary designation in advance notifying them that an honorary designation has been proposed for their area and that they should continue using the regular street name in all correspondence. The letters would also encourage said residents and/or business owners to contact the city with questions.

19. PENALTY. Any person, firm or corporation who shall violate any of the provisions of this Chapter shall, upon conviction, be fined not less than One Hundred Fifty Dollars (\$150) nor more than Five Hundred Dollars (\$500) for each offense, and each day on which a violation occurs or continues shall be considered as a separate offense, and any license or permit issued hereunder may be suspended or revoked following notice and opportunity to be heard, by the City Manager or designee.

20. NUISANCES. Any violation of either Sections 1, 5, 6, 8, 9, 12, 16, or 17 is hereby declared to be a nuisance and may be abated as such in addition to any fine or penalty imposed

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 16th day of May, 2022.

JULIE MOORE WOLFE, MAYOR

ATTEST:

CITY CLERK

PUBLISHED this _____ day of _____, 2022.

CITY CLERK

ADDITIONS AND DELETIONS

CHAPTER 41

- MISCELLANEOUS STREET REGULATIONS -

12. PERMITS FOR USE OF SIDEWALKS AND PUBLIC PLACES.

...B. PERMITS REQUIRED.

(1) No person, firm or corporation shall use any street, alley, sidewalk, parkway or other public place for the placement of the signs or for the storage, sale or display of any goods, wares or merchandise, except as expressly provided herein; provided that the City Manager may authorize sidewalk sale permits to be issued for the display and sale of goods and merchandise on sidewalks in areas designated by such officer for periods of time not exceeding three (3) days. A sidewalk sale permit shall designate what portions of the sidewalk shall be used for such purpose. ~~The fee for such permit shall be \$25.00, and may not be pro-rated...~~

(5) Permits issued hereunder shall expire and terminate on the 31st day of December next following the effective date thereof...

~~(i) The minimum fee for outdoor café permits shall be \$150.00 with an additional charge of \$1.00 per square foot for every square foot over 100 square feet of outdoor café space at a maximum fee of \$1,000.00.~~

~~(ii) The fee for sidewalk sign permits shall be \$25.00.~~

...C. **APPLICATION.** The application for permits shall be made on City of Decatur forms and submitted to the Public Works Director, ~~together with the fee,~~ and shall, at minimum include the following:...

~~13. FOOD AND BEVERAGE CARTS.~~

~~A. No person, firm or corporation shall use the public sidewalk, public right-of-way or Central Park for the sale of food and/or beverage without the authorization of the City Manager. A food and beverage cart permit shall designate where the cart shall be located. A food and beverage cart vendor may submit up to two (2) locations for conducting business. No food and beverage cart vendor may sell their food or beverage at any other location than what is allowed by permit. Location(s) may be changed after 60 days with approval from the Public Works Director. The fee for such permit shall be \$150.00, and may not be pro-rated. A maximum of three (3) permits shall be granted.~~

~~B. — The Public Works Director may issue a permit for the use of the public sidewalk, public right-of-way or Central Park for any food and beverage cart to the owner or operator of said food and beverage cart, provided the same is or will be within ten days of the issuance of a city permit, as defined and licensed by the Macon County Health Department, subject to the following conditions (Amended, Ordinance 2012-52, July 30, 2012):~~

~~(1) — The food and beverage cart shall not be located in public parking spaces and shall only occupy and use approved public locations in the Central Business District. Permittee shall provide photographs of the location and condition of the sidewalk, pavement, lawn or other surface before a permit is issued.~~

~~(2) — No permittee shall be located in a restaurant/store/office frontage right-of-way or inhibit customer traffic unless written approval has been received from said restaurant/store/office owner/operator. Written approval must be submitted with application.~~

~~(3) — Photographs and dimensions of the food and beverage cart shall be submitted with the application and are subject to approval by the Public Works Director.~~

~~(4) — No cart, table, chair or other object may be located within four (4) feet of any intersection, as defined in the Illinois Vehicle Code, and such carts, tables, chairs and other objects must be located so as to provide a minimum of four (4) feet of unobstructed passage. Dimensions of the unobstructed pathway width shall be submitted.~~

~~(5) — No permittee shall engage in the business of food and beverage cart vending between the hours of 9:00 P.M. to 9:00 A. M. Permitted season of operation is from March 15 to November 30. (Amended, Ordinance No. 2008-75, September 15, 2008)~~

~~(6) — No permittee shall leave any food and beverage cart unattended. Permittees shall remove the food and beverage cart from streets, sidewalks, or other public places when not~~

~~in operation. No permittee shall store any food and beverage cart on the public sidewalk, public right of way or in Central Park at any time. (Amended, Ordinance 2012-52, July 30, 2012)~~

~~(7) No permittee shall park any motor vehicle other than in a lawful parking place in conformance with city and state parking regulations.~~

~~(8) All permittees shall have available their own 20 gallon trash receptacle to be available for their patron's use.~~

~~(9) No permittee shall leave their location without first picking up, removing and dispensing of all trash or refuse from the sales made by them. No permittee shall dispose of trash or refuse in the public trash receptacles.~~

~~(10) No permittee shall solicit or conduct business with persons in motor vehicles.~~

~~(11) No permittee shall sell anything other than food and beverage.~~

~~(12) Only the warming or cooling of food and beverage shall be permitted. Cooking food shall not be permitted. (Amended, Ordinance 2012-52, July 30, 2012)~~

~~(13) Generators shall be prohibited. The use of public electrical outlets shall be prohibited without obtaining a permit from the Public Works Director as described elsewhere in this chapter. (Amended, Ordinance 2012-52, July 30, 2012)~~

~~(14) Carts shall be in good repair with no signs of visible damage/wear and tear. They shall not detract from the visual aesthetics of downtown.~~

~~(15) Carts shall only have one (1) sign and be affixed to the cart.~~

~~(16) The sale/serving of items in glass containers is prohibited. Any item(s) originally packaged in a glass container shall be served in a plastic or paper container.~~

~~(17) Loud music and loud noises shall be prohibited.~~

~~(18) — No permittee shall deface, mar, mark, damage or destroy public sidewalks, public right of way or Central Park. All stains from wheels, spillage or other cause shall be removed within two (2) days. All carts shall be provided with a protective pad under their cart and site to protect the public sidewalk, public right of way or Central Park property. Photographs of the existing public right of way shall be submitted.~~

~~(19) — An applicant for a permit for the sale and service of food and beverage as herein provided shall obtain and at all times thereafter during a permit year keep in full force and effect, general liability and property damage insurance, with the City as an additional named insured and in amounts not less than \$1,000,000 per occurrence, \$2,000,000 aggregate; said applicant shall file with the City a Certificate of Insurance evidencing such fact, and said Certificate shall provide for not less than 30 days notice to all insured prior to cancellation.~~

~~C. — As used in this section, the following phrases have the meaning herein ascribed to each:~~

~~(1) — **Food and Beverage Cart** — Means any table, pushcart, wagon or other wheeled vehicle or devise which may be moved without the assistance of a motor and which is not required to be licensed and registered by the Secretary of the State.~~

~~(2) — **Central Business District** — Defined in the City's Zoning Ordinance as district B-4, and is generally bounded by Wood Street, Jackson Street, Cerro Gordo Street and Church Street. The exact boundaries of the Central Business District are shown on the Zoning District Map which is reviewed and approved annually by the City Council, and is kept on file with the City Clerk. (Amended, Ordinance 2012-52, July 30, 2012)~~

~~(3) — **Central Park** — That area bounded on the north by the right of way line of North Park Street, on the west by the right of way line of North Water Street, on the south by the right of way line of South Park Street, and on the east by the right of way line of North Franklin Street.~~

~~D. The City Manager may, by regulation, exempt fairs, festivals and community and charitable events from the operation of this section, and may further, by regulation, prohibit operations by such permittees during said events. (Amended, Ordinance 2012-52, July 30, 2012)~~

14. 13. POSTING OF POSTERS. That the posting, fastening or otherwise affixing posters, placards, notices or advertisements of any kind or character on any pole located on any of the streets and alleys of the City of Decatur is hereby forbidden except such legal notices as are required by law to be posted.

15. 14. TEMPORARY BANNERS. The City Manager is authorized to issue permits for temporary banner signs over the streets of the City or upon street light poles where banner mounting brackets have been provided upon the following conditions:

A. The lowest part of said sign must be at least 25 feet above the street.

B. Said permit shall be issued to local religious, charitable or other non-profit organizations only.

C. The City must be protected from liability by adequate public liability insurance.

D. Such permits shall be issued for limited periods only.

16. 15. BICYCLES ON SIDEWALKS AND CENTRAL PARK. The operation and use of bicycles, roller skates, skateboards, scooters and all other similar devices propelled by human power, but excluding wheelchairs, strollers or baby carriages, and push carts, be, and the same is hereby prohibited, and no person shall use, operate or ride on such vehicles or devices, at any point in that area commonly known as Central Park or on any sidewalk in the Central Business District.

For purposes of this section, "sidewalk" shall have the meaning ascribed to it in Chapter 34 of the City Code.

~~17.~~ 16. CENTRAL PARK FOUNTAIN. It is hereby prohibited to enter into or on the fountain located in what is commonly known as Central Park with the exception of City personnel or those at the direction of the City in the performance of their duties.

~~18.~~ 17. DOWNTOWN ENTERTAINMENT PERMITS.

A. No person, firm or corporation shall allow outdoor entertainment in the Central Business District that is likely to produce audible sound or noise at a level to be heard by surrounding businesses or residents without first having obtained a permit therefor.

B. Applications. Before any permit as required by the preceding section shall be issued, the person, firm or corporation desiring such permit shall make application to the City Manager upon forms provided by the City. There is no permit fee.

C. Hours. Outdoor entertainment shall end with the last call or between the last call and 12:00 a.m. midnight.

D. Central Business District – Defined in the City’s Zoning Ordinance as district B-4, and is generally bounded by Wood Street, Jackson Street, Cerro Gordo Street and Church Street. The exact boundaries of the Central Business District are shown on the Zoning District Map which is reviewed and approved annually by the City Council, and is kept on file with the City Clerk.

E. Exemptions. The City Manager may, by regulation, exempt fairs, festivals and community and charitable events from the operation of this section.

~~19.~~ 18. HONORARY STREET SIGN PROGRAM. As a means to honor individuals, organizations, entities and events that have had a significant lineage to the City or a significant cultural, historical, or humanitarian impact on the community, the City of Decatur shall establish an Honorary Street Naming Sign program as described below. All honorary street name signs shall

comply with the guidelines of this program and honorary street name signs shall not have the effect of changing platted street names or official addresses.

A. Application Process - Honorary street name designation shall be limited to individuals, organizations, entities and events that have had a significant lineage to or a cultural, historical or humanitarian impact on the City as determined by the Decatur City Council. An honoree must have a geographical relationship to the requested sign location, having either lived or worked or performed other actions or activities in the area deemed to have been important to the City of Decatur. Applicants shall be required to submit an application form to the City of Decatur's Economic and Community Development Department providing details as to the proposed honoree's lineage or cultural, historical or humanitarian impact on the city and an explanation of the honoree's relationship to the requested honorary street sign location as part of the application process. Applications shall be reviewed by a five (5) member panel consisting of one (1) member of the Decatur City Council, one (1) member from the Economic and Community Development Department, one (1) member from an authorized city neighborhood organization, one (1) member from the Decatur Police Department and one (1) member appointed from the community at large. Applications will be forwarded to the Mayor and Decatur City Council and scheduled for a vote only upon an affirmative panel recommendation or if a majority of the Decatur City Council calls for it. The request will be considered "denied" upon a negative panel recommendation or if a majority of the Decatur city Council does not call for an application to be brought forward within 30 days of said panel recommendation being issued. Current city employees are not eligible for an honorary street naming designation.

B. Number of Signs - The Decatur City Council will designate a maximum of five (5) honorary streets per year. If there is a street, or portion of a street (except intersecting

streets), that has been designated with an honorary street name, no other such name shall be given to the street or section of street. The city shall also have the ultimate authority to determine how many signs shall be placed in an area and how much of the street will be designated with an honorary name.

C. Cost - The person (s) or organization making the request shall be responsible for the cost of creating and installing the sign.

D. Duration - The city replaces street name signs on an approximate ten (10) year cycle. Honorary street name designations will be reviewed and considered by the City Council for continuation as new street name signs are being placed in the area.

E. Notification – The City shall cause letters to be sent to residents and/or businesses in the vicinity of the proposed honorary designation in advance notifying them that an honorary designation has been proposed for their area and that they should continue using the regular street name in all correspondence. The letters would also encourage said residents and/or business owners to contact the city with questions.

~~20-19.~~ PENALTY. Any person, firm or corporation who shall violate any of the provisions of this Chapter shall, upon conviction, be fined not less than One Hundred Fifty Dollars (\$150) nor more than Five Hundred Dollars (\$500) for each offense, and each day on which a violation occurs or continues shall be considered as a separate offense, and any license or permit issued hereunder may be suspended or revoked following notice and opportunity to be heard, by the City Manager or designee.

~~21, 20.~~ NUISANCES. Any violation of either Sections 1, 5, 6, 8, 9, 12, ~~13,~~ 16, or 17, ~~or 18~~ is hereby declared to be a nuisance and may be abated as such in addition to any fine or penalty imposed.

Legal Department

DATE:

MEMO:

TO: Mayor Julie Moore Wolfe & Members of the Decatur City Council

FROM: Scot Wrighton, City Manager
Wendy Morthland, Corporation Counsel

SUBJECT: Ordinance Adding City Code, Chapter 55.1 Mobile Food Units, Temporary Vendor Stands and Food and Beverage Carts

SUMMARY RECOMMENDATION: It is recommended that the ordinance be adopted.

BACKGROUND: The proposed ordinance allows food trucks everywhere in the city if the zoning permits such a use. The proposed ordinance allows for the issuance of 12-month permits, and requires that all food truck placements be off the city-owned right of way and placed a minimum distance from any "bricks-and-mortar" restaurants. The proposed ordinance allows food trucks to sell their products from 6:00 am to 12:00 midnight, but they have to provide a place for customers to use rest rooms if they stay in one place for more than 3 hours. Food trucks that are in town for a special event or celebration that is less than 4 days in length where an umbrella organization is responsible to the city (or other authorized group) for the management of the special event, including placement of food trucks, then the food truck does not have to get permits (because these requirements will be met by the event sponsor). All food trucks, however, regardless of the duration of sales, must obtain food handling permits from the county health department.

PRIOR COUNCIL ACTION: Simultaneous action to delete provisions of Chapter 41 and Chapter 67 of the City Code are required to eliminate overlap or conflict with older (now antiquated) code sections.

POTENTIAL OBJECTIONS: Some downtown restaurants have opposed legislation allowing food truck in the central business district, despite the limitations and restrictions placed on their operation by the proposed ordinance.

ATTACHMENTS:

Description	Type
Ordinance Adding City Code Chapter 55.1 Mobile Food Units, Temporary Vendor Stands and Food and Beverage Carts	Ordinance

ORDINANCE NO. _____
ORDINANCE AMENDING CITY CODE
- CHAPTER 55.1 –
- MOBILE FOOD UNITS , TEMPORARY VENDOR STANDS, AND FOOD AND
BEVERAGE CARTS –

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

Section 1. That Chapter 55.1 of the City Code of the City of Decatur, Illinois, be, and the same is hereby added by adding Sections 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10, so that Sections 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10 as so added, shall provide as follows:

1. **DEFINITIONS.** For the purpose of this Chapter, the certain words or phrases shall be defined as set forth:

- (a) Mobile Food Unit shall mean a motorized truck, trailer or moveable temporary structure food unit from which cooked, wrapped, packaged, processed or frozen, cold or hot pre-packaged foods are sold for immediate consumption and which conducts all or part of its operations on premises other than its own and is readily movable, for transport to another location. Mobile food units do not include street and sidewalk vendors.
- (b) Temporary Vendor Stands shall mean establishments within a movable temporary structure, truck or trailer created for temporary sales of food that is not temperature controlled, confections, goods, wares or merchandise with no or minimal assembly on site.
- (c) Food and Beverage Cart shall mean any table, pushcart, wagon or other wheeled vehicle or device which may be moved without the assistance of a motor and which is not required to be licensed and registered by the Secretary of State.

(d) Downtown District, for the purposes of this Chapter, shall mean any parcel or territory in the area generally bounded by Wood Street, Franklin Street, Eldorado Street and Church Street.

(e) Central Park means the area bounded on the north by the right-of-way line of North Park Street, on the west by the right-of-way line of North Water Street, on the south by the right-of-way line of South Park Street, and on the east by the right-of-way line of North Franklin Street.

2. **LICENSE REQUIRED.** It shall be unlawful for any person to operate a mobile food unit, temporary vendor stand, or food and beverage cart within the City of Decatur, as defined in this chapter, without first having obtained a license for that purpose. Each mobile food unit, temporary vendor stand, or food or beverage cart license shall expire on December 31 of each year. Licenses are non-transferrable. The issued license is valid only for one mobile food unit, one temporary vendor stand, or one food and beverage cart. Upon approval, licensees must permanently affix the license to their food unit, vendor stand, or cart in a prominent location, visible to the public.

3. **APPLICATION.** No person or entity may operate a mobile food unit, temporary vendor stand, or food and beverage cart without submitting a written application for such license, as applicable, to the City of Decatur's Department of Finance. The applicant shall obtain a certificate of registration from the City of Decatur Department of Finance to collect sales and food and beverage tax as required. The application shall include the following:

(a) The name, signature, address and telephone number of each applicant and each corporate officer, if applicable, for the license. No license shall be issued to an applicant under the age of 18.

(b) Whether the applicant has been convicted within the last five years of any offense related to theft, burglary, fraud, criminal sexual assault or criminal sexual abuse, or offenses involving violence against another person. No license shall be issued to an applicant who answers in the affirmative.

(c) Whether the applicant or his employer has had a license issued pursuant to the Chapter revoked for cause.

(d) The proposed location(s) and times of operation for conducting business in accordance with this Chapter. A food and beverage cart vendor may submit up to two (2) locations for conducting business. The applicant shall provide to the City written consent from the property owner for all proposed locations. No licensee shall be located in a restaurant/store/office frontage right-of-way or inhibit customer traffic unless written approval has been received from said restaurant/store/office and submitted with the application. No mobile food unit or temporary vendor stand shall be operated on the City right-of-way unless located temporarily as part of a City-approved sponsored event.

(e) Proof of access to restroom facilities (toilet and lavatory) available for employees and customers of mobile food units which shall be located within 300 feet of the mobile food unit during times when the vehicle is operated in one (1) location for more than three (3) hours. Proof of access shall be evidenced by written agreement between the applicant and the business or entity which will provide access.

(f) License plate number and registration of the mobile food unit or temporary vendor stand (if applicable) proposed to be licensed.

(g) Printed image of the mobile food unit, temporary vendor stand or food and beverage cart to be used.

(h) A signed statement that the licensee shall hold harmless the city and its officers and employees, and shall indemnify the city, its officers and employees for any claims for damage to property or injury to persons which may be occasioned by any activity carried on under the terms of this license.

(i) Licensee shall obtain and maintain such public liability, food products liability, and property damage insurance as will protect vendor, property owners, and the city from all claims for damage to property or bodily injury, including death, which may arise from the operations under the license or in connection therewith. Such insurance shall provide coverage of not less than \$1,000,000.00 per occurrence, \$2,000,000.00 aggregate. The policy shall list the City of Decatur as additional insured. Said applicant shall file with the City of Decatur's Finance Department a Certificate of Insurance and said Certificate shall provide for not less than 30 days' notice to all insured prior to cancellation. Failure to maintain insurance required herein may result in a revocation of the license.

(j) When seeking a renewal, applicants shall submit an accurate record of sales, organized by date, from the previous year. Upon request, the licensee shall produce documentation in a manner acceptable by city staff, sufficient to verify the record of sales and taxes collected and remitted, such as dated cash register records or numbered receipts or other transaction register. For example, for 2021 license renewals, these records should reflect sales made from January 1, 2020 through December 31, 2020.

(k) Licensee shall notify the City's Department of Finance within 30 days of any change to application information provided.

4. LICENSE FEES.

(a) Mobile Food Unit: To operate a mobile food unit where allowed by applicable zoning, all vendors licensed under this chapter shall pay an annual license fee of \$500.00 per year, from January 1 through December 31. If the licensee operates an existing restaurant within the City of Decatur, the fee shall be \$250.00 per year. Should the license be issued after August 15 of any year, the fee shall be \$250.00 or \$125.00, respectively, for the remainder of the year.

(b) Temporary Vendor Stands: To operate a temporary vendor stand, all vendors licensed under this chapter shall pay an annual license fee of \$100.00 per year, from January 1 through December 31. If the licensee operates an existing restaurant within the City of Decatur, the fee shall be \$50.00 per year. Should the license be issued after August 15 of any year, the fee shall be \$50.00 or \$25.00, respectively, for the remainder of the year.

(c) Food and Beverage Carts: To operate a food and beverage cart within the Downtown District, the annual license fee shall be \$100.00 per year, from January 1 through December 31. If the licensee operates an existing restaurant within the City of Decatur, the fee shall be \$50.00 per year. Should the license be issued after August 15 of any year, the fee shall be \$50.00 or \$25.00, respectively, for the remainder of the year.

(d) No refunds shall be issued for businesses that fail to operate for an entire year.

5. **TEMPORARY EVENTS.** The licensing and application requirements of this Chapter do not apply to a mobile food unit, temporary vendor stand, or food and beverage cart operating at a festival, farmer's market, or other event of four (4) days duration or less permitted by the City when the operator has the permission of the organizer of the event to be present at the event and the organizer of the event has met all City of Decatur requirements for holding the special event.

6. **MOBILE FOOD UNITS IN THE DOWNTOWN DISTRICT.**

(a) Mobile food units or their customers shall not impede traffic flow or emergency access or have an adverse effect on other activities on the property including, but not limited to required parking or traffic flow.

(b) No mobile food unit located in the Downtown District shall be located within 200 feet of an existing restaurant, while open for business.

(c) No tables or chairs may be setup by the licensee alongside a mobile food unit in the Downtown District, and appropriate refuse and recycling containers shall be provided for proper disposal of waste.

(d) Mobile Food units will only be allowed on property in the Downtown District between the hours of 6:00 am and midnight unless affiliated with an approved temporary special event (in which the event organizer will determine location and placement of the unit, in accordance with the event organizer's permit from the City).

7. **PERMITS REQUIRED.**

(a) If a mobile food unit, temporary vendor stand, or food and beverage cart requires an outside source for power, the Finance Department will arrange for electrical inspections. Permit holders shall comply with requirements of the Electrical Inspector based upon

applicable electric codes. No power cable or equipment shall be extended at grade across any city street, alley or sidewalk without proper protection. Any power required for the mobile food unit, temporary vendor stand, or food and beverage cart shall not use utilities drawn from the public right-of-way, without express written consent from the City.

(b) All food units operating within the City of Decatur, including at approved temporary events of four (4) days or less that are exempt from this license, shall obtain a permit and pass inspections by the Macon County Health Department or obtain a permit exemption from the Macon County Health Department before opening to the public.

8. REVOCATION AND SUSPENSION OF LICENSE OR PERMIT. Any license or permit issued under this chapter may be revoked or suspended by the City Manager, or his designee, if it is found, after a hearing:

(a) The licensee or permit holder has violated any of the provisions of this chapter, the laws of the State, or the ordinances of the City while engaged in the business of a mobile food unit, temporary vendor stand, or food and beverage cart.

(b) The licensee or permit holder has knowingly furnished false or misleading information or withheld relevant information on any application for a license or permit.

Prior to holding a hearing concerning the question of whether a license or permit issued pursuant to this Chapter shall be revoked or suspended, the City Manager shall give at least five days' written notice to the licensee setting forth the alleged violations specifically. The licensee or permit holder may present evidence at such hearing and cross-examine witnesses.

9. RESTRICTIONS.

- (a) Hours of operation shall be limited to the hours between 6:00 a.m. and midnight within the City limits of Decatur.
- (b) No approved mobile food unit, temporary vendor stand, or food and beverage cart shall be left unattended on a public way unless the public way has been closed as part of an approved event, festival or celebration.
- (c) No mobile food unit, temporary vendor stand, or food and beverage cart shall use or maintain any outside sound amplifying equipment, lights, or noisemakers, such as bells, horns or whistles.
- (d) No mobile food unit, temporary vendor stand, or food and beverage cart shall use external signs, bollards, seating, or any other equipment on public property or within the right-of-way.
- (e) No mobile food unit, temporary vendor stand, food and beverage cart shall have a drive-through.
- (f) The mobile food unit, temporary vendor stand, or food and beverage cart shall prominently display the name of the business owner.
- (g) No appliances for outdoor cooking shall be allowed with a mobile food unit, temporary vendor stand, or food and beverage cart without express written consent from the City.
- (h) A mobile food unit, temporary vendor stand, or food and beverage cart selling food and beverages shall, at a minimum, have available for public use a 35-gallon litter receptacle and a 20-gallon recycling container which is available for their patrons' use.

- (i) No mobile food unit, temporary vendor stand, or food and beverage cart shall leave its location without first picking up, removing and disposing of all trash or refuse from the sales made by the licensee. The licensee shall clean from surfaces any spills or stains caused by the business.
- (j) No mobile food unit, temporary vendor stand, or food and beverage cart shall solicit or conduct business with persons in motor vehicles.
- (k) Each mobile food unit and temporary vendor stand shall maintain a complete record of all sales. Receipts shall be available to customers upon request. A record of individual transactions shall be made available to the City of Decatur upon request.
- (l) Mobile food units, temporary vendor stands, and food and beverage carts shall be kept in good operating condition and properly maintained.
- (m) No property interest or right of occupancy is created by approving operation of mobile food units, temporary vendor stands, or food and beverage carts in any property or public location.
- (n) Four (4) days or more with no sales or service to customers, shall require the mobile food unit, temporary vendor stand, or food and beverage cart to be removed from the licensee's approved site or moved into the side or rear yard of that site.
- (o) No mobile food unit, temporary vendor stand, or food and beverage cart shall be located on an unimproved surface, except as part of a larger City-approved community festival or event.

(p) No cart, table, chair, or other object may be located within four (4) feet of any intersection as defined in the Illinois Vehicle Code, and such carts, tables, chairs, and other objects must be located so as to provide a minimum of four (4) feet of unobstructed passage.

(q) Use of glass containers is prohibited. Any item(s) originally packaged in a glass container shall be served in a plastic or paper container.

(r) No licensee shall deface, mar, mark, damage or destroy public sidewalks, public right-of-ways or Central Park. All stains from wheels, spillage or other cause shall be removed within two (2) days. All food and beverage carts shall have a protective pad under their cart and site to protect the public sidewalk, public right-of-way or Central Park property.

10. **PENALTY.** Any person, firm or corporation who shall violate any provision of this Chapter shall be fined not less than Two Hundred Fifty Dollars (\$250.00) nor more than Five Hundred Dollars (\$500.00) for each offense, and each day of a continuing violation be deemed a separate offense. The penalties or remedies provided herein shall be cumulative and resort to any one or more shall be no defense to prosecution of another. Nothing provided for herein shall preclude the City of Decatur from seeking equitable relief, in addition to fines and penalties, as it deems appropriate.

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 16th day of May, 2022.

JULIE MOORE WOLFE, MAYOR

ATTEST:

CITY CLERK

PUBLISHED this _____ day of _____, 2022.

CITY CLERK

ADDITIONS AND DELETIONS

CHAPTER 55.1

- MOBILE FOOD UNITS , TEMPORARY VENDOR STANDS, AND FOOD AND BEVERAGE CARTS –

1. DEFINITIONS. For the purpose of this Chapter, the certain words or phrases shall be defined as set forth:

(a) Mobile Food Unit shall mean a motorized truck, trailer or moveable temporary structure food unit from which cooked, wrapped, packaged, processed or frozen, cold or hot pre-packaged foods are sold for immediate consumption and which conducts all or part of its operations on premises other than its own and is readily movable, for transport to another location. Mobile food units do not include street and sidewalk vendors.

(b) Temporary Vendor Stands shall mean establishments within a movable temporary structure, truck or trailer created for temporary sales of food that is not temperature controlled, confections, goods, wares or merchandise with no or minimal assembly on site.

(c) Food and Beverage Cart shall mean any table, pushcart, wagon or other wheeled vehicle or device which may be moved without the assistance of a motor and which is not required to be licensed and registered by the Secretary of State.

(d) Downtown District, for the purposes of this Chapter, shall mean any parcel or territory in the area generally bounded by Wood Street, Franklin Street, Eldorado Street and Church Street.

(e) Central Park means the area bounded on the north by the right-of-way line of North Park Street, on the west by the right-of-way line of North Water Street, on the south by

the right-of-way line of South Park Street, and on the east by the right-of-way line of North Franklin Street.

2. LICENSE REQUIRED. It shall be unlawful for any person to operate a mobile food unit, temporary vendor stand, or food and beverage cart within the City of Decatur, as defined in this chapter, without first having obtained a license for that purpose. Each mobile food unit, temporary vendor stand, or food or beverage cart license shall expire on December 31 of each year. Licenses are non-transferrable. The issued license is valid only for one mobile food unit, one temporary vendor stand, or one food and beverage cart. Upon approval, licensees must permanently affix the license to their food unit, vendor stand, or cart in a prominent location, visible to the public.

3. APPLICATION. No person or entity may operate a mobile food unit, temporary vendor stand, or food and beverage cart without submitting a written application for such license, as applicable, to the City of Decatur's Department of Finance. The applicant shall obtain a certificate of registration from the City of Decatur Department of Finance to collect sales and food and beverage tax as required. The application shall include the following:

(a) The name, signature, address and telephone number of each applicant and each corporate officer, if applicable, for the license. No license shall be issued to an applicant under the age of 18.

(b) Whether the applicant has been convicted within the last five years of any offense related to theft, burglary, fraud, criminal sexual assault or criminal sexual abuse, or offenses involving violence against another person. No license shall be issued to an applicant who answers in the affirmative.

(c) Whether the applicant or his employer has had a license issued pursuant to the Chapter revoked for cause.

(d) The proposed location(s) and times of operation for conducting business in accordance with this Chapter. A food and beverage cart vendor may submit up to two (2) locations for conducting business. The applicant shall provide to the City written consent from the property owner for all proposed locations. No licensee shall be located in a restaurant/store/office frontage right-of-way or inhibit customer traffic unless written approval has been received from said restaurant/store/office and submitted with the application. No mobile food unit or temporary vendor stand shall be operated on the City right-of-way unless located temporarily as part of a City-approved sponsored event.

(e) Proof of access to restroom facilities (toilet and lavatory) available for employees and customers of mobile food units which shall be located within 300 feet of the mobile food unit during times when the vehicle is operated in one (1) location for more than three (3) hours. Proof of access shall be evidenced by written agreement between the applicant and the business or entity which will provide access.

(f) License plate number and registration of the mobile food unit or temporary vendor stand (if applicable) proposed to be licensed.

(g) Printed image of the mobile food unit, temporary vendor stand or food and beverage cart to be used.

(h) A signed statement that the licensee shall hold harmless the city and its officers and employees, and shall indemnify the city, its officers and employees for any claims for damage to property or injury to persons which may be occasioned by any activity carried on under the terms of this license.

(i) Licensee shall obtain and maintain such public liability, food products liability, and property damage insurance as will protect vendor, property owners, and the city from all claims for damage to property or bodily injury, including death, which may arise from the operations under the license or in connection therewith. Such insurance shall provide coverage of not less than \$1,000,000.00 per occurrence, \$2,000,000.00 aggregate. The policy shall list the City of Decatur as additional insured. Said applicant shall file with the City of Decatur's Finance Department a Certificate of Insurance and said Certificate shall provide for not less than 30 days' notice to all insured prior to cancellation. Failure to maintain insurance required herein may result in a revocation of the license.

(j) When seeking a renewal, applicants shall submit an accurate record of sales, organized by date, from the previous year. Upon request, the licensee shall produce documentation in a manner acceptable by city staff, sufficient to verify the record of sales and taxes collected and remitted, such as dated cash register records or numbered receipts or other transaction register. For example, for 2021 license renewals, these records should reflect sales made from January 1, 2020 through December 31, 2020.

(k) Licensee shall notify the City's Department of Finance within 30 days of any change to application information provided.

4. LICENSE FEES.

(a) Mobile Food Unit: To operate a mobile food unit where allowed by applicable zoning, all vendors licensed under this chapter shall pay an annual license fee of \$500.00 per year, from January 1 through December 31. If the licensee operates an existing restaurant within the City of Decatur, the fee shall be \$250.00 per year. Should the license be issued after August 15 of any year, the fee shall be \$250.00 or \$125.00, respectively, for the remainder of the year.

(b) Temporary Vendor Stands: To operate a temporary vendor stand, all vendors licensed under this chapter shall pay an annual license fee of \$100.00 per year, from January 1 through December 31. If the licensee operates an existing restaurant within the City of Decatur, the fee shall be \$50.00 per year. Should the license be issued after August 15 of any year, the fee shall be \$50.00 or \$25.00, respectively, for the remainder of the year.

(c) Food and Beverage Carts: To operate a food and beverage cart within the Downtown District, the annual license fee shall be \$100.00 per year, from January 1 through December 31. If the licensee operates an existing restaurant within the City of Decatur, the fee shall be \$50.00 per year. Should the license be issued after August 15 of any year, the fee shall be \$50.00 or \$25.00, respectively, for the remainder of the year.

(d) No refunds shall be issued for businesses that fail to operate for an entire year.

5. TEMPORARY EVENTS. The licensing and application requirements of this Chapter do not apply to a mobile food unit, temporary vendor stand, or food and beverage cart operating at a festival, farmer's market, or other event of four (4) days duration or less permitted by the City

when the operator has the permission of the organizer of the event to be present at the event and the organizer of the event has met all City of Decatur requirements for holding the special event.

6. MOBILE FOOD UNITS IN THE DOWNTOWN DISTRICT.

(a) Mobile food units or their customers shall not impede traffic flow or emergency access or have an adverse effect on other activities on the property including, but not limited to required parking or traffic flow.

(b) No mobile food unit located in the Downtown District shall be located within 200 feet of an existing restaurant, while open for business.

(c) No tables or chairs may be setup by the licensee alongside a mobile food unit in the Downtown District, and appropriate refuse and recycling containers shall be provided for proper disposal of waste.

(d) Mobile Food units will only be allowed on property in the Downtown District between the hours of 6:00 am and midnight unless affiliated with an approved temporary special event (in which the event organizer will determine location and placement of the unit, in accordance with the event organizer's permit from the City).

7. PERMITS REQUIRED.

(a) If a mobile food unit, temporary vendor stand, or food and beverage cart requires an outside source for power, the Finance Department will arrange for electrical inspections. Permit holders shall comply with requirements of the Electrical Inspector based upon applicable electric codes. No power cable or equipment shall be extended at grade across any city street, alley or sidewalk without proper protection. Any power required for the

mobile food unit, temporary vendor stand, or food and beverage cart shall not use utilities drawn from the public right-of-way, without express written consent from the City.

(b) All food units operating within the City of Decatur, including at approved temporary events of four (4) days or less that are exempt from this license, shall obtain a permit and pass inspections by the Macon County Health Department or obtain a permit exemption from the Macon County Health Department before opening to the public.

8. REVOCATION AND SUSPENSION OF LICENSE OR PERMIT. Any license or permit issued under this chapter may be revoked or suspended by the City Manager, or his designee, if it is found, after a hearing:

(a) The licensee or permit holder has violated any of the provisions of this chapter, the laws of the State, or the ordinances of the City while engaged in the business of a mobile food unit, temporary vendor stand, or food and beverage cart.

(b) The licensee or permit holder has knowingly furnished false or misleading information or withheld relevant information on any application for a license or permit.

Prior to holding a hearing concerning the question of whether a license or permit issued pursuant to this Chapter shall be revoked or suspended, the City Manager shall give at least five days' written notice to the licensee setting forth the alleged violations specifically. The licensee or permit holder may present evidence at such hearing and cross-examine witnesses.

9. RESTRICTIONS.

(a) Hours of operation shall be limited to the hours between 6:00 a.m. and midnight within the City limits of Decatur.

(b) No approved mobile food unit, temporary vendor stand, or food and beverage cart shall be left unattended on a public way unless the public way has been closed as part of an approved event, festival or celebration.

(c) No mobile food unit, temporary vendor stand, or food and beverage cart shall use or maintain any outside sound amplifying equipment, lights, or noisemakers, such as bells, horns or whistles.

(d) No mobile food unit, temporary vendor stand, or food and beverage cart shall use external signs, bollards, seating, or any other equipment on public property or within the right-of-way.

(e) No mobile food unit, temporary vendor stand, food and beverage cart shall have a drive-through.

(f) The mobile food unit, temporary vendor stand, or food and beverage cart shall prominently display the name of the business owner.

(g) No appliances for outdoor cooking shall be allowed with a mobile food unit, temporary vendor stand, or food and beverage cart without express written consent from the City.

(h) A mobile food unit, temporary vendor stand, or food and beverage cart selling food and beverages shall, at a minimum, have available for public use a 35-gallon litter receptacle and a 20-gallon recycling container which is available for their patrons' use.

(i) No mobile food unit, temporary vendor stand, or food and beverage cart shall leave its location without first picking up, removing and disposing of all trash or refuse from the sales made by the licensee. The licensee shall clean from surfaces any spills or stains caused by the business.

(j) No mobile food unit, temporary vendor stand, or food and beverage cart shall solicit or conduct business with persons in motor vehicles.

(k) Each mobile food unit and temporary vendor stand shall maintain a complete record of all sales. Receipts shall be available to customers upon request. A record of individual transactions shall be made available to the City of Decatur upon request.

(l) Mobile food units, temporary vendor stands, and food and beverage carts shall be kept in good operating condition and properly maintained.

(m) No property interest or right of occupancy is created by approving operation of mobile food units, temporary vendor stands, or food and beverage carts in any property or public location.

(n) Four (4) days or more with no sales or service to customers, shall require the mobile food unit, temporary vendor stand, or food and beverage cart to be removed from the licensee's approved site or moved into the side or rear yard of that site.

(o) No mobile food unit, temporary vendor stand, or food and beverage cart shall be located on an unimproved surface, except as part of a larger City-approved community festival or event.

(p) No cart, table, chair, or other object may be located within four (4) feet of any intersection as defined in the Illinois Vehicle Code, and such carts, tables, chairs, and other objects must be located so as to provide a minimum of four (4) feet of unobstructed passage.

(q) Use of glass containers is prohibited. Any item(s) originally packaged in a glass container shall be served in a plastic or paper container.

(r) No licensee shall deface, mar, mark, damage or destroy public sidewalks, public right-of-ways or Central Park. All stains from wheels, spillage or other cause shall be removed within two (2) days. All food and beverage carts shall have a protective pad under their cart and site to protect the public sidewalk, public right-of-way or Central Park property.

10. **PENALTY.** Any person, firm or corporation who shall violate any provision of this Chapter shall be fined not less than Two Hundred Fifty Dollars (\$250.00) nor more than Five Hundred Dollars (\$500.00) for each offense, and each day of a continuing violation be deemed a separate offense. The penalties or remedies provided herein shall be cumulative and resort to any one or more shall be no defense to prosecution of another. Nothing provided for herein shall preclude the City of Decatur from seeking equitable relief, in addition to fines and penalties, as it deems appropriate.

Legal Department

DATE: 5/12/2022

MEMO:

TO: Mayor Julie Moore Wolfe & Members of the Decatur City Council

FROM: Scot Wrighton, City Manager
Wendy Morthland, Corporation Counsel

SUBJECT: Ordinance Amending City Code, Chapter 67, Building Code

SUMMARY RECOMMENDATION: It is recommended that the proposed ordinance be approved.

BACKGROUND: This revision to the City Code deletes certain language from Chapter 67 that will become antiquated as a result of the anticipated passage and approval of new ordinances governing food trucks.

ATTACHMENTS:

Description	Type
Ordinance Amending City Code Chapter 67, Building Code	Ordinance

ORDINANCE NO. _____
ORDINANCE AMENDING CITY CODE
- CHAPTER 67-
BUILDING CODE

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

SECTION 1. That Chapter 67 of the City Code of the City of Decatur, Illinois, be, and the same is hereby modified and amended by amending and deleting language to Section 15 and renumbering Sections 16 through 22 so that Sections 15 through 21 as so modified and amended, shall provide as follows:

- 15. RISK OF INJURY.** Whenever application for a permit indicates that a part of a public way or other property of the City will be used for storage of material, or be closed, or otherwise used appurtenant to the work to be done under such permit, or application is made for a permit to move a building or structure, or application is made for a permit to demolish a building or structure other than one not exceeding 20 feet in height above grade and with a minimum separation from the nearest other existing structure of five feet and the nearest propertyline of a public way of not less than ten feet, if by reason of the size, condition, or location thereof it appears to the building official there will exist the possibility or risk of injury to persons or property, such official may withhold such permit unless there is on file with the Finance Department an enforceable contract of insurance, with the person or the entity that is to perform the work and the City as named insured, affording coverage for each occurrence of personal injury of not less than \$500,000 and for property damage of not less than \$100,000 and expressly provided that the same remain in effect for the term thereof absent written notice of cancellation received by said Clerk, in which event said permit shall automatically terminate to the same extent as if the same had been physically withdrawn and canceled.
- 16. PENALTY.** Any person or entity that erects, constructs, alters, repairs, removes or demolishes a building or structure without a permit required by said Code or this Chapter, or in departure from or not in compliance with an approved plan, or that uses or occupies a building or structure, or part thereof, contrary to the provisions of this Code or without a required permit, whether or not notice is received that such is a violation, or that continues work after a stop-work order has been issued, served or posted, or that removes such a posted order, or that procures or causes another to do, or to omit, as the case may be, any of the foregoing, or that having been given notice thereof otherwise violates or fails to comply with the provisions of said Code or this Chapter shall upon conviction of any such offense be fined no less than One Hundred Fifty Dollars (\$150.00) nor more than Five Hundred Dollars (\$500.00) for each offense, and each day upon which a violation occurs or is allowed to continue, or a condition is not brought into compliance after notice, shall be viewed and may be prosecuted as a separate and distinct offense
- 17. OTHER REMEDIES.** The penalties provided herein are and shall be cumulative of and in addition to any other remedy, or remedies, provided for in said Code of this Chapter.
- 18. RE-INSPECTION FEES.** A re-inspection fee of \$45.00 shall be assessed against

the applicant for a construction permit, or in the case of a combined permit, against the licensed subcontractor, who has requested an inspection which cannot be completed and/or approved by the Inspection Division for any of the following reasons:

- 1) the work for which the inspection has been requested is not installed or completed to the extent that an inspection can be made;
- 2) the inspection reveals that there are violations which should have been found and corrected by workers while simply checking their work before calling for an inspection;
- 3) the work for which the inspection has been requested has been covered up or hidden from view so that an inspection cannot be made;
- 4) the Inspector is unable to gain entry at the time requested by the contractor; or
- 5) when previously noted violations have not been corrected.

Fees assessed as herein provided may be appealed to the Construction and Housing Board of Appeals by filing a notice of such appeal with the City Clerk within fourteen (14) days of the mailing of notice of such assessment. An appeal shall stay the due date for payment until the date of the final order of the Board.

Such fees shall be assessed by mailing notice of same to the owner or other person by certified mail, return receipt requested. Payment thereof shall be due fourteen (14) days after mailing of such notice, which notice must contain a statement of the right of the owner or other person to appeal the same to the Board and the time limitation thereon.

In any judicial proceeding brought by the City to collect fees which have not been paid as required by the provisions hereof, failure to receive notice of the assessment of such fee may be a defense thereto, but only if such notice was not sent to the proper mailing address of the defendant or was received thereat by someone other than a person upon whom substituted service may be made pursuant to the Illinois Code of Civil Procedure.

Any fee or fees assessed as herein provided, and any judgment entered for same, shall be in addition to any fine imposed by the Circuit Court under Section of this Chapter.

No certificate of occupancy shall be issued for any building for which permit, or re-inspection fees are unpaid.

19. WITHHOLDING OF PERMITS. Building permits may be withheld from permit applicants, or in the case of combined permits from the licensed subcontractor, who is in violation of Chapters 67, 67.2, 68, 69, or 70.1 of the City Code at a location other than that for which a permit is being sought.

Such violation may include, but shall not be limited to the following:

- (a) Failure to arrange for inspections required under Chapters 67, 67.2, 68, 69, and/or 70.1 of the City Code within a reasonable time frame.
- (b) Failure to take reasonable requested action to uncover work which requires inspection but has been hidden from view of the inspector.
- (c) Failure to pay required permit or re-inspection fees.
- (d) Failure to obtain a building permit for work which required a building permit.
- (e) Failure to take reasonable action to notify and obtain approval from division of changes made to approved building permits.
- (f) Falsifying information on building permit applications.
- (g) Performance of building permit work under an invalid or voided building permit.

- (h) Failure to obtain a required Certificate of Occupancy before occupying or allowing occupancy of new construction or change in use.

Permit applicants from which permits are to be withheld must be notified by mailing notice of same to the permit applicant or licensed subcontractor by certified mail, return receipt requested. Said notice shall inform the permit applicant or licensed subcontractor of the violations, which if corrected, will allow the City to issue to the permit applicant or licensed subcontractor additional permits. Corrections shall be made within fourteen (14) days after mailing of such notice, which notice must contain a statement of the right of the permit applicant or licensed subcontractor to appeal the same to the Construction and Housing Board of Appeals and the time limitation thereon.

The withholding of permits as herein provided may be appealed to the Construction and Housing Board of Appeals by filing a notice of such appeal with the City Clerk within fourteen (14) days of the mailing of notice of such withholding. An appeal shall stay the due date for corrections required until the date of the final order of the Board.

20. SEVERABILITY. The provisions hereof are, and shall be construed to be, severable and invalidity of any section or provision of this Chapter or the codes and standards hereby adopted shall not invalidate other sections or provisions hereof.

21. REPEALED. That existing provisions of ordinances not in conformity with the provisions of this Chapter are, to the extent of such non-conformity, amended, modified or repealed so as to conform with the provisions hereof.

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 16th day of May, 2022.

JULIE MOORE WOLFE, MAYOR

ATTEST:

CITY CLERK

PUBLISHED this _____ day of _____, 2022.

CITY CLERK

ADDITIONS AND DELETIONS

CHAPTER 67 - BUILDING CODE -

~~15. CONCESSIONS (Temporary Restaurants). (Amended, Ordinance No. 2011-59)~~

~~(a) Definition—establishments within a movable, temporary building, or mobile trailer or similar vehicle created for seasonal sales of food or confections. Concessions erected for an event of four days duration or less are not subject to these requirements. Concessions shall be allowed to operate only between March 15 and November 30 of each calendar year.~~

~~(b) Permit—any concession that wishes to operate within City limits must first obtain a permit from the Building Inspections Division, of the Community Development Department. (Amended, Ordinance No. 2017-07, February 6, 2017) (Amended, Ordinance No. 2020-01, January 6, 2020, Effective February 1, 2020)~~

~~(c) Inspection—concessions must pass inspection by the aforementioned division prior to opening for business.~~

~~(d) Electrical—any electrical services required to operate a concession must be installed by a City Licensed Electrical Contractor.~~

~~(e) Restrooms — restroom facilities (toilet and lavatory) must be available for employees and customers and must be located within 300 feet of the concessions. If the restroom is located inside an adjacent building, a written agreement with the owner of that building must be presented to the Building Inspections Division.~~

~~(f) Fire Extinguishers — if the concession utilizes any grilling or frying, a Class K fire extinguisher must be in a visible location mounted on hangers or brackets.~~

~~(g) Outdoor cooking — appliances for outdoor cooking shall not be located less than ten feet from the facility or any other combustible surfaces.~~

~~(h) Location — the concession must be located on property zoned B-2 Commercial District or M-1 Intense Commercial District. The concession facility cannot displace any required parking spaces.~~

~~(i) Removal — the building trailer, or other vehicle used as a concession must be removed from the front yard setback between December 1 and March 14 of each calendar year.~~

15.16. RISK OF INJURY. Whenever application for a permit indicates that a part of a public way or other property of the City will be used for storage of material, or be closed, or otherwise used appurtenant to the work to be done under such permit, or application is made for a permit to move a building or structure, or application is made for a permit to demolish a building or structure other than one not exceeding 20 feet in height above grade and with a minimum separation from the nearest other existing structure of five feet and the nearest property line of a public way of not less than ten feet, if by reason of the size, condition, or location thereof it appears to the building official there will exist the possibility or risk of injury to persons or property, such official may withhold such permit unless there is on file with the Finance Department an enforceable contract of insurance, with the person or the entity that is to

perform the work and the City as named insured, affording coverage for each occurrence of personal injury of not less than \$500,000 and for property damage of not less than \$100,000 and expressly provided that the same remain in effect for the term thereof absent written notice of cancellation received by said Clerk, in which event said permit shall automatically terminate to the same extent as if the same had been physically withdrawn and canceled.

16.17. PENALTY. Any person or entity that erects, constructs, alters, repairs, removes or demolishes a building or structure without a permit required by said Code or this Chapter, or in departure from or not in compliance with an approved plan, or that uses or occupies a building or structure, or part thereof, contrary to the provisions of this Code or without a required permit, whether or not notice is received that such is a violation, or that continues work after a stop-work order has been issued, served or posted, or that removes such a posted order, or that procures or causes another to do, or to omit, as the case may be, any of the foregoing, or that having been given notice thereof otherwise violates or fails to comply with the provisions of said Code or this Chapter shall upon conviction of any such offense be fined no less than One Hundred Fifty Dollars (\$150.00) nor more than Five Hundred Dollars (\$500.00) for each offense, and each day upon which a violation occurs or is allowed to continue, or a condition is not brought into compliance after notice, shall be viewed and may be prosecuted as a separate and distinct offense.

17.18. OTHER REMEDIES. The penalties provided herein are and shall be cumulative of and in addition to any other remedy, or remedies, provided for in said Code of this Chapter.

18.19. RE-INSPECTION FEES. A re-inspection fee of \$45.00 shall be assessed against the applicant for a construction permit, or in the case of a combined permit, against the

licensed subcontractor, who has requested an inspection which cannot be completed and/or approved by the Inspection Division for any of the following reasons:

4) the work for which the inspection has been requested is not installed or completed to the extent that an inspection can be made;

5) ~~t~~The inspection reveals that there are violations which should have been found and corrected by workers while simply checking their work before calling for an inspection;

6) the work for which the inspection has been requested has been covered up or hidden from view so that an inspection cannot be made;

7) ~~t~~The Inspector is unable to gain entry at the time requested by the contractor; or

8) ~~w~~When previously noted violations have not been corrected.

Fees assessed as herein provided may be appealed to the Construction and Housing Board of Appeals by filing a notice of such appeal with the City Clerk within fourteen (14) days of the mailing of notice of such assessment. An appeal shall stay the due date for payment until the date of the final order of the Board.

Such fees shall be assessed by mailing notice of same to the owner or other person by certified mail, return receipt requested. Payment thereof shall be due fourteen (14) days after mailing of such notice, which notice must contain a statement of the right of the owner or other person to appeal the same to the Board and the time limitation thereon.

In any judicial proceeding brought by the City to collect fees which have not been paid as required by the provisions hereof, failure to receive notice of the assessment of such fee may be a defense thereto, but only if such notice was not sent to the proper mailing address of the defendant or was received thereat by someone other than a person upon whom substituted service may be made pursuant to the Illinois Code of Civil Procedure.

Any fee or fees assessed as herein provided, and any judgment entered for same, shall

be in addition to any fine imposed by the Circuit Court under Section of this Chapter.

No certificate of occupancy shall be issued for any building for which permit, or re-inspection fees are unpaid.

19.20. WITHHOLDING OF PERMITS. Building permits may be withheld from permit applicants, or in the case of combined permits from the licensed subcontractor, who is in violation of Chapters 67, 67.2, 68, 69, or 70.1 of the City Code at a location other than that for which a permit is being sought.

Such violation may include, but shall not be limited to the following:

- (h) Failure to arrange for inspections required under Chapters 67, 67.2, 68, 69, and/or 70.1 of the City Code within a reasonable time frame.
- (i) Failure to take reasonable requested action to uncover work which requires inspection but has been hidden from view of the inspector.
- (j) Failure to pay required permit or re-inspection fees.
- (k) Failure to obtain a building permit for work which required a building permit.
- (l) Failure to take reasonable action to notify and obtain approval from division of changes made to approved building permits.
- (m) Falsifying information on building permit applications.
- (n) Performance of building permit work under an invalid or voided building permit.
- (o) Failure to obtain a required Certificate of Occupancy before occupying or allowing occupancy of new construction or change in use.

Permit applicants from which permits are to be withheld must be notified by mailing notice of same to the permit applicant or licensed subcontractor by certified mail, return receipt requested. Said notice shall inform the permit applicant or licensed subcontractor of the violations, which if corrected, will allow the City to issue to the permit applicant or licensed

subcontractor additional permits. Corrections shall be made within fourteen (14) days after mailing of such notice, which notice must contain a statement of the right of the permit applicant or licensed subcontractor to appeal the same to the Construction and Housing Board of Appeals and the time limitation thereon.

The withholding of permits as herein provided may be appealed to the Construction and Housing Board of Appeals by filing a notice of such appeal with the City Clerk within fourteen (14) days of the mailing of notice of such withholding. An appeal shall stay the due date for corrections required until the date of the final order of the Board.

20.24. SEVERABILITY. The provisions hereof are, and shall be construed to be, severable and invalidity of any section or provision of this Chapter of or the codes and standards hereby adopted shall not invalidate other sections or provisions hereof.

21.22. REPEALED. That existing provisions of ordinances not in conformity with the provisions of this Chapter are, to the extent of such non-conformity, amended, modified or repealed so as to conform with the provisions hereof.

City Clerk

DATE: 5/10/2022

MEMO:

TO: Mayor Moore Wolfe and City Council Members

FROM: Scot Wrighton, City Manager

SUBJECT: Monthly Reports, April, 2022

ATTACHMENTS:

Description	Type
Economic & Community Development, April, 2022	Backup Material
Fire, April, 2022	Backup Material
Police, April, 2022	Backup Material
Public Works, April, 2022	Backup Material
IT, April, 2022	Backup Material

**ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT
MONTHLY REPORT**

APRIL 2022

PLANNING AND DEVELOPMENT DIVISION

For the month of April, the Planning and Development staff processed and reviewed commercial site plans and other development submittals. We have adapted to doing some reviews of digital submittals of site plans and other materials.

In April, staff in conjunction with other city departments reviewed twenty-seven (27) submittals broken down by review type below:

Commercial Plan Review	14
Demolition Permit	5
Fence Permit	5
Subdivision Plat	2
Sign Permit	1

We have ongoing Economic Development projects both in the planning stage and under way. Staff along with other departments held TRC meetings, Zoom meetings or conference calls for pending and ongoing developments.

We are also handling the sale and acquisition of City owned property in furtherance of Community Revitalization. The majority of the vacant lots sold have been acquired by adjacent homeowners interested in expanding their outdoor living space with some of the other acquisitions being made by a Church and Non-profits and one (1) commercial owner that owns other adjacent vacant lots.

Vacant Lot Sales

PAST MONTH	TOTAL	TOTAL REVENUE
2	51	\$31,950

Property Acquisitions

PAST MONTH	TOTAL SINCE 09/01/2021
0	2

BUILDING INSPECTIONS DIVISION

For April, we issued 128 permits broken down by permit type below. Of those, we had five (5) permit with a value of over \$250,000. The Division performed 259 inspections and 19 consultations.

PERMIT TYPE	# ISSUED	WORK VALUE
Commercial Building	9	\$2,173,603
Residential Building	14	598,182
Demolition	4	57,526
Electrical	13	56,035

Mechanical	17	167,860
Plumbing	8	32,558
Roof	52	793,398
Pool	0	0
Fence	6	27,308
Sign	2	13,000
Temporary Structure	3	500
Wheelchair Ramp	0	0
TOTAL	128	\$3,919,970

NEIGHBORHOOD REVITALIZATION DIVISION

- Staff continued to prepare special reports for loans. Collections and delinquency reports continue on various loan accounts.
- Staff qualified homeowners for the Residential Rehabilitation program.
- Staff prepared environmental reports for residential rehabs, demolitions, and exempt activities.
- Staff continued assistance through the Emergency program for homeowners with life threatening, health and safety issues, i.e. inoperable air conditioners and electrical.
- Staff continues working with Dove Financial Assistance using American Rescue Program (ARPA) funds to assist residents with rent/mortgages and utilities.
- Staff continues to work with CILBA, land bank to rehab or acquire various properties.
- Staff continues to work with Project READ and OKO as subrecipients for the public service funding from CDBG.
- Staff is working with Public Works on a CDBG sidewalk project for the Johns Hill area. Work is 95% complete.
- Staff is also working with a consultant Rise, Inc. to assist with strategic use of the HOME and CDBG funds.
- Staff met with Decatur Housing Authority about housing issues, future partnerships, the recent housing study and upcoming vouchers being made available to residents.
- Staff presented an update on our Neighborhood Revitalization project to the City Council.
- Staff continues to meet with various nonprofits to discuss revitalization opportunities.
- City of Decatur continues to work with Community Investment Corporation of Decatur (CICD) as a sub recipient to assist small businesses with mortgage/rent and utilities. There has been no activity for several months. Staff will close out the program and terminate the existing agreement.
- Staff continued designing the Owner Occupied Rehab program (ARPA).
- Staff continues working on the Neighborhood Revitalization strategy, which includes rehabilitation, acquisition and demolition to various areas of the City.
- Staff continues work on qualifying residents for the IHDA Single Family Rehab grant and Strong Communities grant.
-
- Staff continues providing technical assistance to a local neighborhood organization who is interested in being a Community Housing Development Organization (CHDO). Because the designation is project specific, the recommended project will determine whether the organization can be a CHDO.
- Staff continues to be active in the Continuum of Care process as well as homeless prevention related meetings, and events as required by HUD.
- The City has partnered with Woodford Homes (Carrie Lane) by providing HOME financial assistance for a group home project. The overall project cost is about 4 million

- Staff continues working the Clean Up Green Up program. Residents within the targeted area will receive a one-time cleanup of their yard. The program has begun. This year's partners include: Block by Block, Shemilah Outreach Center, and Southside Improvement Association (SIA).
- Organized retirement party for Vickie Buckingham, who has been with the City of Decatur for over 30 years and has been a tremendous asset to the Neighborhood Revitalization Division. We will definitely miss her institutional knowledge and contributions she made to our division.
- Staff continues working with Key Strategic to develop a Workforce Development ecosystem plan for Macon County & the City of Decatur.
- Staff meets with Decatur Jobs Council to assist with the reorganization of the committee.
- Staff is working with a local lender on a pilot program within the Johns Hill Neighborhood.

Staff met with outside agencies, i.e. Dove, DMCOC dba Empowerment Opportunity Center, CICD, CoC, YMCA, Homeless Advisory Council, Shemilah Outreach, Decatur Community Partnership, SIA neighborhood group, CONO, and various committees.

NEIGHBORHOOD INSPECTIONS DIVISION

Staff continued to enforce the International Property Maintenance Code and local City Ordinances (Chapters 48, 49, 56 and 70). The Division is committed to working with the citizens of Decatur to maintain a healthy and safe environment for those living here.

See attached for a summary of the work involved during the month of April 2022.

ATTACHMENT

**NEIGHBORHOOD INSPECTIONS DIVISION
MONTHLY REPORT
APRIL 2022**

NEW CASES	
Health & Safety (72 Hour)	59
Direct to Legal (Repeat Offenders)	0
Housing and Unfit	28
No Garbage Service	5
Nuisance	130
Secure of Abandoned Buildings	34
Weeds	35
TOTAL	291

RE-INSPECTION VISITS	
Code Enforcement	796
Weeds	4
TOTAL	800

CASES SENT TO LEGAL FOR COURT	
Code Enforcement	89
Weeds	27

WEED ABATEMENT	
Contractor Mowed	12
Owner Mowed	1
TOTAL	13

DEMOLITIONS	
Year-to-Date Demolished	19
New Cases	1
Sent to Legal	1
Sent to Council	0
Out to Bid	1
Contracts Granted	5
Contract Amount	226,590
Permits Issued	0
Permits Finaled	2
Active Demolitions	204

GARBAGE SERVICE COMPLAINTS	
Received	10

INVOICES*	
New Invoices	59
Dollar Amount	\$22,630.57

PAYMENTS RECEIVED**	
Weeds	\$666.59

* includes costs incurred by the City of Decatur - Health and Safety (72 hour), Securing of Abandoned Buildings and Weed Abatement

** reimbursement for costs incurred by the City of Decatur for weed abatement.



DECATUR FIRE DEPARTMENT
MEMORANDUM
2022-05

May 9, 2022

TO: Scot Wrighton, City Manager

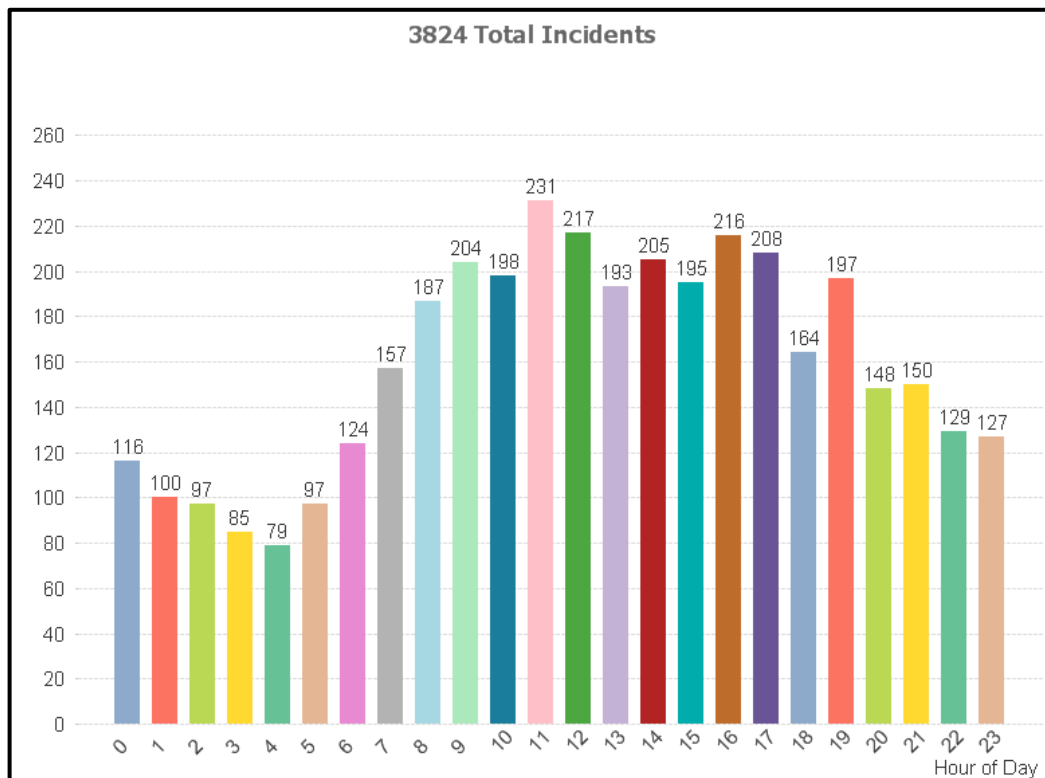
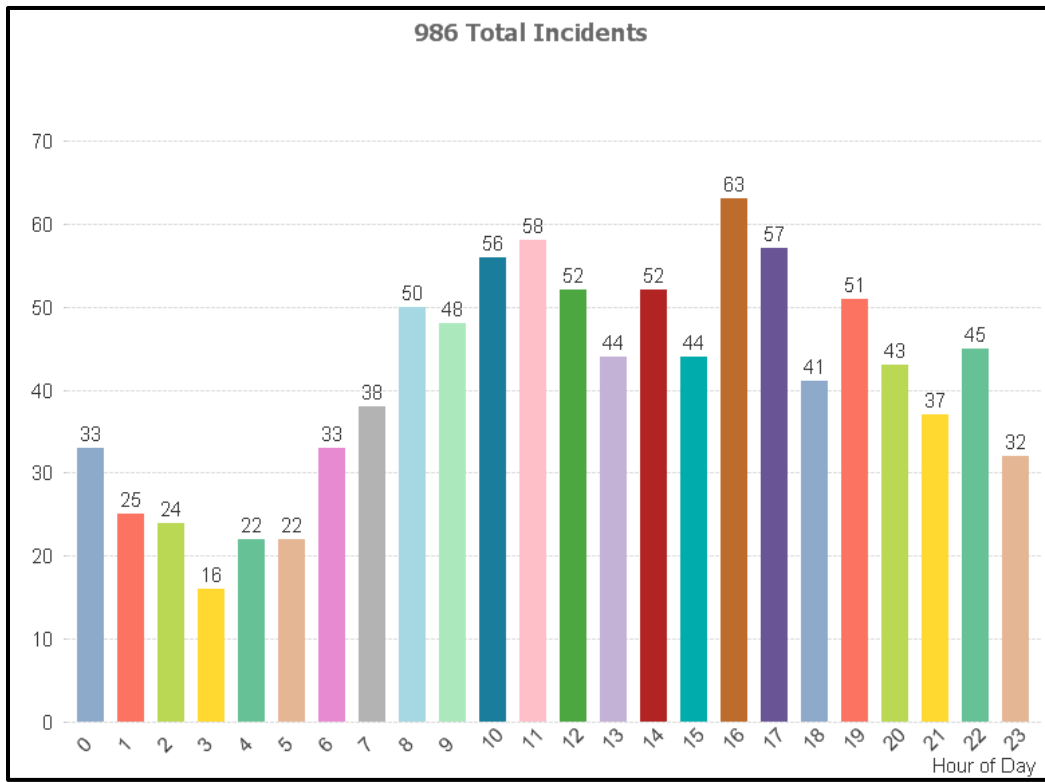
FROM: Jeff Abbott, Fire Chief

RE: Monthly Report – April 2022

The fire department responded to 986 alarms in April. The department has responded to 3824 alarms in the first four months of 2022. This number is just slightly ahead of the 3756 alarms at the same point in 2021. There have been 53 structure fires so far this year compared to 31 during the same time frame last year. The 53 structure fires is the highest total in the last 10 years through April 30th.

The construction of the new station 7 is progressing at a very slow pace. The wet spring weather has slowed construction down considerably. The majority of the structural members have been delivered, so there should not be any delays related to delivery schedules of materials.

The department's overtime budget is a concern right now. The department is still required to test non-vaccinated employees weekly. The testing has led to several members being quarantined for 7-10 days. This results in them missing 3 shifts of work. Additional pressure on the overtime budget is due to several employees with long term injuries. Currently, the department has 8 firefighters off work for an extended period of time. There are no vacancies on the department except the Inspector positions. A new firefighter just graduated from the IFSI academy and was assigned to shift work.



TRAINING:

Monthly EMS Training: All members completed hands on OB Trauma & Neonatal Resuscitation training provided by South Central Illinois Perinatal Center & Saints Flight Staff. The training covered emphasis on the importance of establishing scene safety, demonstrated how to recognize & respond to impending labor, special considerations of pregnant trauma patients and basic lifesaving neonatal resuscitation, lecture & power point presentation followed by hands on demonstration of different techniques and scenarios when emergently delivering a baby, CPR with pregnancy and basic neonatal warming & resuscitation.

Monthly training through the Target Solutions training site: All members completed NFPA 1001 Vehicle Extrication. All members completed course materials covering Dangers of Speeding for Emergency Vehicle Operators. Topics covered include what risks arise from excessive speed, how speed affects stopping distance, what economic costs stem from speeding, how to avoid becoming involved in a collision with a speeder, what factors to consider in choosing a safe speed for vehicle operation, and what factors influence drivers to speed.

Third Battalion E-4 crew members, BC May, and DC Kline assisted with training the RCC EMTB class. Class objectives were to set up a landing zone and establish radio communication with Carle Air Life 1. The Landing zone was set and Carle Air Life 1 landed with direction from BC May. The Air Crew powered down, and lectured on helicopter safety at the landing zone, loading and unloading patients and proper procedures for requesting and communicating with Carle Air Life 1.

Company Officer Training Consisted of NFPA 1021 Legal Responsibilities and Liabilities.

All companies completed 2022 hydrant testing. All hydrants were flow tested, Inspected, lubricate, and flushed.

FIRE PREVENTION:

No Report

DECATUR ILLINOIS POLICE DEPARTMENT

**TO: Mayor Julie Moore-Wolfe
City Council Members
City Manager Scot Wrighton**

FROM: Shane Brandel

RE: April 2022 Monthly Report

STAFFING

Sworn Police Officer Staffing

At the end of the month, staffing was 132. Current staffing for the Decatur Police Department is as follows:

<u>Position</u>	<u>Current</u>	
Police Chief	1	
Deputy Chief	3	
Police Lieutenant	4	
Police Sergeant	17	
<u>Police Patrol Officer</u>	<u>107</u>	
TOTAL	132	Budgeted: 148

7 of the 132 are either at the Police Training Academy or in the Field Training Program, thus not deployable.

5 sworn officers are on injury status, thus not deployable. Zero retirements expected in May.

Civilian-Non Sworn Police Staffing

At the end of month staffing was 13. Current civilian staffing for the Decatur Police Department is as follows:

<u>Position</u>	<u>Current</u>
Administrative Secretary	1
Crime Analyst	2
Sr. Clerk Typist	2
Records Supervisor	1
Parking Enforcement	2
Part-time FOIA Officer	2
<u>Community Liaison Officer</u>	<u>3</u>
Total	13

PATROL DIVISION

<u>Function</u>	<u>Month</u>	<u>YTD</u>
Community Meetings	5	18
Directed Patrols	30	85
Active Problem Oriented Policing Projects	0	0
Completed Problem Oriented Policing Projects	0	0
Parking Citations	51	200
Criminal Arrests	315	1091
Felony Drug Arrests	25	58
Firearms Seized	10	50
Traffic Citations	454	1908
Field Interviews	134	396
Written Warnings	139	617
Calls for Service/CAD incidents	4286	15522
Unlawful Use of Motor Vehicle tows	89	376
Driving Under the Influence Arrests (DUI)	29	92
DUI involving accidents	12	37
Fatal Accidents	1	3
Traffic Accidents	196	828
Accidents with Personal Injury	38	121
City Ordinances Arrests	6	17

Distracted Driving Enforcement-

Electronic Communication Device Citations:

<u>State Citations</u>	<u>YTD</u>	<u>Warning Citations</u>	<u>YTD</u>
22	39	2	13

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	967 grams	8242 grams @ \$10-gram	\$82,420
Cocaine-Powder	1032 grams	4856 grams @ \$100-gram	\$485,600
Cocaine-Crack	69 grams	116 grams @ \$100-gram	\$11,600
Heroin	30 grams	31 grams @ \$300-gram	\$9,300
Ecstasy	0 hits	75 hits @ \$20 hit	\$1,500
Meth	569 grams	697 grams @ 100-gram	\$69,700
K-2/Pills:	0 pills	0 pills	
Search Warrants: 6		YTD: 22	
US Currency Seized: \$18,280		YTD: \$56,707	
Firearms seized: 15		YTD: 40	
Vehicles seized: 2		YTD: 10	
Arrests: 29		YTD: 66	

Criminal Investigations (Adult & Juvenile Detectives):

New cases assigned: 88	YTD: 339
Cases closed/resolved: 63	YTD: 275
Criminal Arrests: 39	YTD: 149
Homicides: 2	YTD: 5
Infant Death Investigations: 1	YTD: 2
Suicide Detective Investigations: 1	YTD: 3
Missing Person Investigations: 6	YTD: 14
Computer forensic Exams: 3	YTD: 9

Crime Analysis Unit and Investigations:

Sex Offender Registrations: 126 YTD: 552

Freedom of Information (FOIA)

The Professional Standards Unit received 221 Freedom of Information Act requests for the month.

Total requests YTD in 2022 is 886.

U.S. Marshall's Great Lake Task Force

Felony Arrest:	15	YTD: 81
Misdemeanor Arrests:	0	YTD: 6
Total:		TTD: 87

**Public Works Department
Monthly Report
April 2022**

Engineering:

2021 Water Main Replacement Project:

Month Activity: Burdick started the water main installation in phase 1 of 3 within the South Shores area with approx. 50% of the main installed in this phase. Phase 1 includes the streets of Point Bluff, Woodhill Dr. and Ct, and Bay Shore.

Project Background: The project was designed by engineering staff; the 2021 project is in three locations. The newly annexed neighborhood NW of Mound and Greenswitch, a small relocation of water main on Rea's Bridge Rd near the bridge across Lake Decatur, and in South Shores bounded by the streets Bay Shore, Point Bluff and Shoreline. The City received the IEPA permit in March and the project was advertised on March 17, 2021 with bids received on April 7, 2021. The project was awarded to Burdick Co. as the lowest responsive bid on April 9, 2021. The start date was delayed due to the unexpected lead-time on pipe; pipe is currently part of national material shortages. Burdick has completed the Rea's Bridge Area and Greenswitch Area. Work will not start in South Shores until late winter or early spring due to the delay in materials and after mid-November, the streets will not be able to be restored with asphalt in a timely manner.

2021 State Motor Fuel Tax - Asphalt

Month Activity: No work was completed in April; Dunn is waiting on the replacement of lead service line prior to paving. The service line replacement is expected to begin in May.

Project Background: The project was designed and advertised by engineering staff on June 2, 2021 with bids received on June 16, 2021. Dunn Company as the lowest responsive bid and the

contract was awarded on July 6, 2021. Paving is completed between Cantrell and Lake Shore Drive with the section between Wood and Eldorado to be deferred until the spring of 2022.

2021 State Motor Fuel Tax – Concrete and Brick

Month Activity: No work was completed in April. After discussion with Millikin and Kinney, it was decided to wait until July to start to work to minimize the impacts with the campus.

Project Background: The project was designed by engineering staff and advertised on May 12, 2021 with bids received on May 24, 2021. Kinney Co had the lowest responsive bid; the contract was approved on June 7, 2021. The project includes concrete patching on Airport Rd north of Rt. 36, MacArthur north of Ash, and 27th St North of Kile. It also includes repair of Main St between Oakland and Fairview. All concrete patching is complete. The contractor has received the brick but due to concerns of freezing temperatures, the project has been delayed until the spring of 2022. The work should take three weeks to compete.

Country Club Road Reconstruction Project:

Month Activity: No work was completed in April, final cleanup and utility adjustments is anticipated to occur in May.

Project Background: The project was designed and advertised by engineering staff on July 7, 2021 with bids received on June 21, 2021. Dunn Company as the lowest responsive bid and the contract was awarded on August 2, 2021. The asphalt paving was completed in October. The work remaining in the spring is utility adjustments.

Center Street Bridge Replacement:

Month Activity: No work was completed in April. Final restoration is expected to start in May.

Project Background: The design was completed by WHKS with bids received by IDOT on

March 5, 2021. The bids were higher than the engineer's estimate and the City Council approved concurrence on April 5, 2021 to approve Sangamo's bid for \$1,595,148.92. IDOT awarded the Bid to Sangamo in April and the preconstruction was on April 28, 2021.

Construction started in May of 2021. Sangamo removed the existing structure and build the low water level river crossing for construction on the new structure. Sangamo has completed the abutments, center pier, beams and deck. Sangamo completed the bridge parapet wall, guardrail and striping in November which allowed the bridge to open on November 24. Final restoration and seeding will be completed in the spring.

2021 Storm Drainage Improvement Project

Month Activity: No work was completed in April. The contractor has received all materials and the work is expected to be completed in May.

Project Background: The project was designed and advertised by engineering staff on June 14, 2021 with bids received on July 8, 2021. The project is at various locations in need of repair or improvement. The City received three bids with Entler Excavating providing the lowest responsive bid. The project was awarded by City Council to Entler Excavating on July 19, 2021. Approximately 50% of the work has been completed. Two locations are on hold due to the lead-time of the PVC pipe. The manufacturer currently will not provide an estimated delivery date on the pipe. The pipe material cannot be changed due to IEPA requirements.

Meadowlark Bridge Replacement Project

Month Activity: No work was completed in April; the box culverts are expected to be delivered in early June, which would start the work in late May.

Project Background: The final plans were approved by IDOT in October. The project was

advertised on October 28 with bids due November 18. Kinney Contractors provided the low bid for the project. The project was awarded on December 6th Council meeting.

2022 Trenchless Long Lining Project

Month Activity: Cleaning and Televising and approx. 15% of the liners were installed in April, work is expected to continue in May.

Project Background: The project was designed and advertised by engineering staff on January 26, 2022 with bids received on February 2, 2022. The project is located at various locations around town using scoring determined by the City's CCTV program. The City received two bids with Insituform providing the lowest responsive bid. The project was awarded to on March 7, 2022.

Ellen and Division Inflow and Infiltration Reduction Project

Month Activity: The project was designed and advertised by Engineering staff and AECOM on January 5, 2022 with bids received on February 9, 2022. The project included the full rehabilitation by cured in place lining of the sanitary sewers and service laterals. The City received three bids with National Water Main Cleaning Co. (NWMCC) providing the lowest responsive bid. The project was awarded to on February 22, 2022. NWMCC mobilized in April and completed the cleaning of the sanitary sewers and approximately 20% of the service laterals. Lining is not expected to start until mid-summer.

MUNICIPAL SERVICES MONTHLY DATA 4/1/22-4/30/2022

Violation Response Operations Tasks	QUANTITY	MANHOURS	OTHER INFO
72 hour clean ups	42	142	
Home Secures			
Home Secures	12	27	
Abatements (weed & brush)			
Streets Maintenance Operations	QUANTITY	MANHOURS	OTHER INFO
Streets Repaired / Replaced (Asphalt)	140		
Sanitary Sewers Cleaned	21,611	122	
Sanitary Sewers Root Cut	37,131	104	
Sanitary Manholes Pumped	2	4	
Sanitary Sewers Jetted	780	14	
Sanitary Backup Jetted	3,465	33	
Catch Basins Pumped	35	86	
Catch Basins Repaired	9	88.5	
Ditching Cleaning	345	53	
Streets Maintenance Operations Cont.	QUANTITY	MANHOURS	OTHER INFO
Culvert Jetted	114	10	
Storm Sewer Jetted	60	4	
Culvert Installed	69	35	
Street Cleaning 3 rd Shift	140 miles	40	
Street Cleaning Country Roads	6.4 miles	5.5	

Street Cleaning Neighborhoods	128.7	336.5	
Street Cleaning Priorities	92.5 miles	45.5	
Alley Grading	36,500	84	
FORESTY OPERATIONS TASKS	QUANTITY	MANHOURS	OTHER INFO
Stump Removal Tasks	39	150	
Storm Damage	48	150	
Tress Trimmed	25	34	
Trees Removed	23	22.7	
Mowing City Property Row's		127	
Asphalt Tasks	QUANTITY	MANHOURS	OTHER INFO
Pothole Patches Repairs		368.50	1hr OT
Concrete Tasks	QUANTITY	MANHOURS	OTHER INFO
SS Utility Cuts Driveway			
SS Utility Cuts Pavement	31	233	
SS Utility Cuts Sidewalk	9	277	
Traffic, Parking, Electrical Operations	QUANTITY	MANHOURS	OTHER INFO
Central Business District		112	
Signs Made	14	81	
Signs Installed	25	59	
Signs Repaired	22	33	
Decals Made	4	132	
Street Lights	57		

Traffic, Parking, Electrical Operations	QUANTITY	MANHOURS	OTHER INFO
Traffic Signal	189		
Fleet Dept.	Availability	Billable Hours	OTHER INFO
Fleets Tasks	96.09%	846.71	

Water Production Division
Monthly Activity Report
April 2022
(updated information in bold text)

DeWitt County Wellfield Improvements: Three submittals for a Request for Qualifications and Proposals (RFQP) for these improvements were received and evaluated. Two firms will be interviewed in early May. An agreement will be negotiated with the finalist firm, then presented to the City Council for recommended authorization.

Lake Decatur Landscape Maintenance: There was no activity this month.

Lake Decatur Water Level: Lake Decatur was maintained at an average level of 612.7 feet (86% full) which is normal for April.

Lake Decatur Watershed Management Plan: City Council authorized a \$150,000 IEPA Section 319 grant on April 18. Northwater Consulting submitted this year's USDA Regional Conservation Partnership Program (RCPP) grant application on behalf of the City on April 13, continued implementing the watershed water quality monitoring network and Lake Decatur bathymetry survey (over 50% complete), began work to construct several high priority Best Management Practices (BMPs) with the assistance of the Macon Co. Soil & Water Conservation District and began work on the Sand Creek, Friends Creek, Wildcat Creek and Willow Branch subwatershed plans.

Oakley Sediment Basin: Four submittals for a Request for Qualifications and Proposals (RFQP) for significant drainage improvements were received and evaluated. Two firms will be interviewed in late April and early May. An agreement will be negotiated with the finalist firm, then presented to the City Council for recommended authorization.

Performance Outcomes:

1. Meet or exceed the federal and state drinking water standard for turbidity, chlorine and nitrate. All of these standards were met or exceeded this month.
2. Monitor safety on Lake Decatur by recording the number of boat accidents and boat operating under the influences (OUIs) on the lake annually. No accidents nor OUIs occurred this month.
3. Reduce the amount of sediment accumulating in the lake annually. The 2021 monitoring summary for this outcome was provided to the City Council in January.

South Water Treatment Plant East Clarifiers to Claricones Conversion: Plocher Construction began construction on April 4. The construction access road, work trailers and crane set up and minor concrete work was completed this month.

Water Production: Continued analyzing water quality samples for Lake Decatur Watershed Management Plan monitoring. Began semiannual basin washouts and maintenance. 548.54 million gallons of potable water were pumped into the water distribution system which was 2.2% less than April 2021.

April 2022

Water Services:

Staff repaired 3 water main failures, 39 water services, and 39 fire hydrants. Inspected 10 system valves, 32 fire hydrants and completed 1,030 Utility Billing service orders and 30 miscellaneous distribution system orders.

The Franklin Street Water Tank mixer installation was completed and placed in operation. Crews began flushing fire hydrants located at the end of water mains primarily in residential areas to remove sediment and bring fresh treated water into the system pipes. The chlorine levels were recorded for future monitoring.

Monthly Report of Priorities and Projects
Information Technology Department
Fiscal Year 2022
April

This month, the Information Technology (IT) Department staff completed the following notable work/tasks:

- Working with Community Development Department to move Rehab DB2 application to OpenGov.
- Continue working with Human Resources (HR) Department to move HR DB2 based applications to Tyler MUNIS ERP system.
- Developed several MUNIS exports from Utility Billing Module for Finance.
- Developing a computer technology replacement plan for Police in preparation for 2023 Budget.
- All POTS (plain old telephone service) lines are delivered using out of date copper services which is uneconomical to maintain by the network owners. City is migrating all services that utilize this connectivity to newer, less costly methods.
- Added another data network monitoring application from Zabbix to keep help us maintain data network performance.
- Working toward a migration of the I.T. Spiceworks trouble ticketing system to a virtual appliance to increase efficiency.
- Evaluating tools to assist with Fiber Optic cable routing documentation.
- Reminder: Central Illinois Regional Dispatch Center (CIRDC) will host public sector safety software demos for their top three vendor choices to replace the current dispatch software in May and June.
- City budgeted to replace higher end computers in all Firehouses. All installs are complete.
- City Fiber Optic extension project will resume in May with a focus on the Sunna Fiber extension which we now have material to complete.
- State of Illinois Department of Innovation and Technology is looking at City Fiber to extend their network from Springfield to the Illinois State Police Crime Lab near the State Police Training facility. The Fiber Purchase Agreement is being worked on.
- CIRDC is requesting a new Fiber Optic connection from the Law Enforcement Center to Municipal Services Tower Building. Cost of this fiber line is currently being estimated.
- The City of Decatur is preparing for a major upgrade to its Water Meter Management System called ITRON which is budgeted in this year to complete.
- In April, IT processed 73 Help Desk tickets, resolving 39 during the initial call. (53.4% First Call Resolution Rate).