



Monday, June 15, 2026
5:30 PM
City Council Chamber

CITY COUNCIL AGENDA

I. Call to Order

1. Roll Call
2. Pledge of Allegiance

II. Appearance of Citizens

Policy relative to Appearance of Citizens:

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

III. Approval of Minutes

1. Approval of Minutes of June 1, 2026 City Council Meeting

IV. Unfinished Business

V. New Business

1. Treasurer's Financial Report
2. Resolution Authorizing Payment Under an Agreement for Technical Planning Services between the Decatur Urban Area Transportation Study (DUATS) and McKenna Associates, Inc. for a Comprehensive Plan
3. Resolution Authorizing the City of Decatur to Enter into an Agreement with McKenna Associates, Inc. for the Preparation of a Unified Development Ordinance
4. Resolution Authorizing Agreement with Burns and McDonnell Engineering Company, Inc., to Provide Professional Engineering Services to the City of Decatur for the South Water Treatment Plant Expansion Plan, City Project 2025-03
5. Resolution Authorizing Agreement with INTERA Incorporated to Provide Professional Engineering Services to the City of Decatur for the Alternate Water Supplies Update, City Project 2024-05

6. City Manager Update
7. Consent Calendar: Items on the Consent Agenda/Calendar are matters requiring City Council approval or acceptance, but which are routine and recurring in nature, are not controversial, are matters of limited discretion, and about which little or no discussion is anticipated. However, staff's assessment of what should be included on the Consent Agenda/Calendar can be in error. For this reason, any Consent Agenda/Calendar item can be removed from the Consent Agenda/Calendar by any member of the governing body, for any reason, without the need for concurrence by any other governing body member. Items removed from the Consent Agenda/Calendar will be discussed and voted on separately from the remainder of the Consent Agenda/Calendar.
 - A. Ordinance Adding Territory to Enterprise Zone and Approving the Amendment of the Enacting Ordinance and Intergovernmental Agreement Fuyao Development
 - B. Resolution Authorizing the Execution of an Agreement with Hutchins Excavating for the Demolition of 1729 N. Church
 - C. Resolution Authorizing the Execution of an Agreement with Hutchins Excavating for the Demolition of 804 W. Wood
 - D. Resolution Authorizing the Execution of an Agreement with Steve's Trucking for the Demolition of 277 W. Prairie
 - E. Resolution Authorizing the Execution of an Agreement with Steve's Trucking for the Demolition of 1705 N. Main
 - F. Resolution Approving a Grant Agreement between the Office of the Illinois State Fire Marshall and the City of Decatur for the Acceptance of Funds Awarded by the State of Illinois to the Decatur Fire Department
 - G. Resolution to Appropriate Motor Fuel Tax Funds for Local Public Agency General Maintenance
 - H. Resolution Rescinding an Agreement with Fulk Family Farm, LLC, for Waterway and Grade Control Structure Improvements
 - I. Resolution Approving Reappointments - City Plan Commission
 - J. Resolution Approving Reappointment - Historical and Architectural Sites Commission
 - K. Resolution Regarding Temporary Closing of Street Rights-of-Way Community Events - Shoreline Classic

VI. Other Business

VII. Adjournment

1. Monthly Reports, May 2026

CITY COUNCIL MINUTES
Monday, June 1, 2026

On Monday, June 1, 2026, the City Council of the City of Decatur, Illinois, met in Regular Meeting at 5:30 p.m., in the Council Chamber, One Gary K. Anderson Plaza, Decatur, Illinois.

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

City Manager Melissa Hon attended the meeting as well.

Mayor Moore Wolfe led the Pledge of Allegiance.

Mayor Moore Wolfe called for Proclamations and Recognitions.

Mayor Moore Wolfe recognized the student ambassadors from Decatur Sister Cities who will be traveling to Seevetal, Germany from June 10, 2026, to June 20, 2026.

Mayor Moore Wolfe called for Appearance of Citizens.

The following citizens provided comments to the Council: Mark Birch, James Taylor, Don Carmichael, Ayn Owens, Bret Robertson and Tim McCann.

Council members responded to citizens' comments.

Mayor Moore Wolfe called for Approval of the Minutes.

The minutes of May 18, 2026, City Council meeting were presented. Councilman Culp moved the minutes be approved as written, seconded by Councilman McDaniel and on call of the roll, Council members Consuelo Cruz, Pat McDaniel, David Horn, Ed Culp, Dennis Cooper and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the motion carried.

With there being no Unfinished Business, Mayor Moore Wolfe called for New Business.

R2026-111 Resolution Authorizing Fourth Amendment to the Transit Management and Operations Agreement with MV Transportation Inc., was presented. Councilman Culp moved the Resolution do pass, seconded by Councilman Horn.

Ms. Lacie Elzy, Director of Economic and Community Development, provided an overview of the Resolution and answered questions from Council members regarding the driver shortage and the management of equipment by MV Transportation, Inc.

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

City Manager Hon presented the City Manager update highlighting the following personnel changes: New Hires: Bhavik Shelat, Grants Specialist and William Hochella, Enterprise GIS Coordinator Appointment: Cecilia Shaffer, Accounting Analyst Promotions: Derek Pfeifer, Crew Chief, Nicholas Errett, Police Sergeant, Tina Weakley, Water Plant Operator III Retirement: Eric Matthews, Police Sergeant.

Mayor Moore Wolfe called for Consent Agenda Calendar Items A. through J. and asked if any Council member wished to remove an item from the Consent Agenda Calendar. Councilman Horn requested to remove Items F. and J. from the Consent Agenda Calendar. The Clerk read Calendar Items A. through E., and G. through I.:

R2026-112 Item A. Resolution Authorizing a Professional Services Agreement with Paul's Machine and Welding Corp., to Provide Engineering, Labor and Material to Rebuild the Sluice Gate Hoist Machinery Frame for the Lake Decatur Dam South Sluice Gate

R2026-113 Item B. Resolution Authorizing Execution of a Grant Agreement Between the State of Illinois, Illinois Environmental Protection Agency and the City of Decatur

R2026-114 Item C. Resolution Authorizing a Six-Year Maintenance Agreement with Altorfer Inc. for South Water Treatment Plant Emergency Standby Generators

R2026-115 Item D. Resolution Authorizing Lake Decatur Watershed Farmland Conservation Program Agreement for Waterway and Grade Control Structure Improvements with Fulk Family Farm, LLC

R2026-116 Item E. Resolution Accepting the Bid and Authorizing the Execution of a Contract with Entler Excavating Co., Inc. for 2026 Miscellaneous Sanitary & Storm Sewer Improvement Project, City Project 2026-09

R2026-117 Item G. Resolution Accepting the Bid and Authorizing the Execution of a Contract with Dunn Company, a Division of Tyrolt, Inc. for City Project 2026-08, Annual Street Restoration, Section 26-00608-00-FP

R2026-118 Item H. Resolution Authorizing a Standard North American Cellular AMI Solution Agreement with Itron, Inc.

R2026-119 Item I. Resolution Authorizing the Expenditure of Funds with United Systems Software, Inc., for an Itron Temetra Upgrade

Councilman Culp moved Items A. through E., and G. through I. be approved by Omnibus Vote; seconded by Councilman McDaniel, and on call of the roll, Council members Consuelo Cruz, Pat McDaniel, David Horn, Ed Culp, Dennis Cooper and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the motion carried.

R2026-120 Resolution to Appropriate Additional Motor Fuel Tax Funds for Restoration of Streets and Highways by Municipality Under the Illinois Highway Code, City Project 2026-08, Annual Street Restoration, Section 26-00608-00-FP., was presented. Councilman Culp moved the Resolution do pass, seconded by Councilman McDaniel.

Mr. Matt Newell, Director of Public Works, addressed questions from Council members concerning road conditions.

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

R2026-121 Resolution Authorizing Public Mural at 130 N. Franklin Street - Decatur Public Library, was presented. Councilman Culp moved the Resolution do pass, seconded by Councilman McDaniel.

Council members expressed their congratulations to the library for securing a grant to fund the mural.

Upon call of the roll, Council members Consuelo Cruz, Pat McDaniel, David Horn, Ed Culp, Dennis Cooper 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.

Mayor Moore Wolfe requested a moment of silence to honor Bill Oliver, the first African American elected to the City Council.

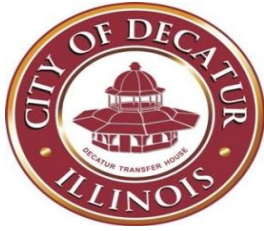
Councilwoman Cruz asked about the EPA's status for Decatur and also inquired about plans for the upcoming 250th anniversary celebration.

There being no Other Business, Mayor Moore Wolfe called adjournment.

Councilman Culp moved the regular City Council meeting be adjourned, seconded by Councilman McDaniel and upon call of the roll, Council members Consuelo Cruz, Pat McDaniel, David Horn, Ed Culp, Dennis Cooper and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the motion carried.

Mayor Moore Wolfe declared the regular Council meeting adjourned at 6:11 p.m.

Approved _____
Kim Althoff
City Clerk



CITY OF DECATUR ILLINOIS

ONE GARY K. ANDERSON PLAZA

DECATUR, ILLINOIS 62523

Treasurers Financial Report May 2026

The Year in Play

The total city-wide budget for fiscal year 2026, adopted by city council on November 17, 2025 with Ordinance 2025-75, authorizes \$333.9 million in expenditures, with \$330.8 million in revenues, representing an in-period cash basis deficit of \$3.1 million.

The general fund, as a part of the adopted city budget, includes general fund revenue of \$98.4 million and expenditure of \$98.8 million, representing an in-period cash basis deficit of \$0.4 million.

City Financial Position

The City of Decatur ended the reporting period with a total cash position of \$111.6 million (excluding trust and agency funds earmarked for Police and Fire pensions) versus the cash position of \$110.2 million at the end of the prior month.

The City General Fund ended the reporting period with a cash position of \$22.9 million as compared to \$21.2 million at the end of the prior month. Cash position in the Strategic Initiative Fund is \$4.5 million.

The Strategic Initiative Fund (“SI Fund”) was created to provide increased transparency of cash reserves and to differentiate cash available for use by the city council beyond the scope of general fund operations. It is not intended to spend cash directly out of the SI Fund but rather move cash to the appropriate fund for expenditure if and when council were to approve use of these monies. City management further intends to continue to add cash to the SI Fund, targeting future fiscal year-end general fund surplus positions where such cash surplus would be placed into the SI Fund, upon approval from the city council.

For fiscal year 2026, the General Fund 75-day cash reserve policy yields a cash position of \$20.4 million, which amount shall be the financial target to reference for city adherence to the 75-day policy. The GFOA (Government Finance Officers Association) fund balance policy recommends governments consider their specific circumstances and suggests that 60 days cash on hand would be a minimum cash reserve to maintain.¹

¹ GFOA Best Practices “Fund Balance Guidelines for the General Fund” - <https://www.gfoa.org/materials/fund-balance-guidelines-for-the-general-fund>

Non General Fund city cash is contained in Special Revenue funds (\$14.2 million), TIF Redevelopment funds (\$3.0 million), Capital funds (\$4.8 million), Debt Service fund (\$1.4 million), Internal Service funds (\$7.4 million) and Enterprise funds (\$53.4 million), which are earmarked for specific purposes and not expendable to finance the cost of basic services provided to citizens and stakeholders.

Fund Type	Dec 25	Apr 26	May 26	Comment
Special Revenue	\$14.8	\$16.4	\$14.2	Library, State MFT, Local MFT, Federal programs, etc.
TIF Redevelopment	3.0	3.0	3.0	Debt service and redevelopment agreement obligations
Capital	3.0	2.9	4.8	Capital funding
Debt	0.3	1.4	1.4	Debt service obligations
Internal Service	5.7	6.9	7.4	Risk insurance, EE healthcare benefits, Fleet maintenance
Enterprise	51.8	53.9	53.4	Utilities – Water, Sewer, Storm Water, Recycling, Fiber & Transit
Non-General Fund	78.6	84.5	84.2	
General Fund	20.6	21.2	22.9	Basic services to citizens and stakeholders
Strategic Initiative	4.5	4.5	4.5	
Total City Cash	103.6	110.2	111.6	

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

General Fund Position

Cash

The City General Fund ended the reporting period with a cash position of \$22.9 million, above the 75-day cash reserve target of \$20.4 million.

General Fund Result

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

\$(000)	Actual (1)	Budget Target (2)	% vs Target (3)
Revenue	37,017	37,017	on budget %
Expense	34,730	34,730	on budget %
Surplus (Deficit)	2,287	2,287	

Chart notes

1 – actual year-to-date general fund revenue and expense

2 – budget year-to-date general fund revenue and expense as amended

3 – year-to-date percentage comparison of actual to budget

To date, the city general fund is in a surplus position. Key general fund economic driven revenues have performed strong to date, while general fund expenditures have been slow to ramp up given staffing vacancies. The current surplus position is not expected to remain as currently developing with staffing additions and ramp up spending to occur.

City staff is preparing the monthly budget and will update reporting in the near term.

General Fund Revenue

Revenue to date in the period is \$37.0 million versus budget-to-date revenue of \$37.0 million, on par with the budget at this time.

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	7,158,656	7,158,656	-	-%
TELEPHONE UTILITY TAX	569,569	569,569	-	-%
FOOD & BEVERAGE TAX	1,762,712	1,762,712	-	-%
HOTEL AND MOTEL TAX	442,098	442,098	-	-%
LOCAL SALES TAX	7,184,474	7,184,474	-	-%
AVIATION FUEL TAX	8,400	8,400	-	-%
LOCAL USE TAX	252,255	252,255	-	-%
AUTO RENTAL TAX	19,697	19,697	-	-%
UTILITY TAX - ELECTRIC & GAS	4,408,143	4,408,143	-	-%
VIDEO GAMING TAX	944,669	944,669	-	-%
CABLE TV TAX	344,691	344,691	-	-%
LOCAL GROCERY TAX	362,232	362,232	-	-%
Sub Total	23,457,596	23,457,596	-	-%
GENERAL GOVERNMENT (INTERGOV)			-	-%
LOCAL REPLACEMENT TAX	10,843	10,843	-	-%
STATE REPLACEMENT TAX	760,689	760,689	-	-%
STATE INCOME TAX	6,648,188	6,648,188	-	-%
FEDERAL GRANTS	2,905	2,905	-	-%
STATE GRANTS OR OTHER	62,229	62,229	-	-%
POLICE OT REIMBURSEMENTS	25,483	25,483	-	-%
CANNABIS TAX	48,866	48,866	-	-%
OPIOID TREATMENT FUNDING	-	-	-	-%
ADDI REIMBURSEMENT	10,585	10,585	-	-%
Sub Total	7,569,789	7,569,789	-	-%
GENERAL GOVERNMENT (SERVICE CHG)			-	-%
Sub Total	3,606,180	3,606,180	-	-%
GENERAL GOV LICENSES/PERMITS			-	-%
Sub Total	755,602	755,602	-	-%
GENERAL GOV FINES/FEES			-	-%
Sub Total	433,304	433,304	-	-%
INVESTMENTS			-	-%
Sub Total	286,138	286,138	-	-%
GENERAL GOV OTHER			-	-%
Sub Total	908,452	908,452	-	-%
General Fund Total (year-to-date)	37,017,062	37,017,062	-	-%

note: numbers may not add due to rounding

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

Key economic driven general fund revenues supporting general fund expenses are presented in the chart below depicting the full year budget, year-to-date revenue achieved, with comparison to the full year budget and prior year actual.

	2026 Budget	2026 Actual	YTD % of year budget	2025 Actual	% Change vs prior year
State Sales Tax (Gen Fund)	16,923,000	7,158,656	42%	6,579,313	9%
Local Sales Tax (Gen Fund)	14,683,000	7,184,474	49%	6,151,848	17%
State Income Tax	13,890,000	6,648,188	48%	6,460,783	3%
Utility Tax (Gas/Electric)	8,078,000	4,408,143	55%	2,227,772	98%
Food & Beverage Tax (Gen Fund)	4,603,000	1,762,712	38%	1,810,815	(3)%
Local Grocery Tax	2,700,000	362,232	13%	-	nm%
Video Gaming Tax	2,492,000	944,669	38%	1,016,090	(7)%
State Replacement Tax (Gen Fund)	1,035,000	760,689	73%	750,873	1%
Hotel & Motel Tax	1,418,000	442,098	31%	499,681	(12)%
Cable TV Tax	773,000	344,691	45%	376,912	(9)%
Local Use Tax	485,000	252,255	52%	713,383	(65)%

Economic driven revenue stream performance is essential to secure positive fiscal development in the city. Four months into the fiscal year, a 42% achievement versus the full year budget is a benchmark data point of note. To date, revenue streams developing favorably include sales tax revenues, state income tax, utility tax (gas, electric & gas use), state PPRT, cable TV and local use tax. Of concern at this stage of the year are food & beverage, video gaming, hotel/motel, and local grocery.

The budget & revenue office will perform a deeper dive to evaluate the revenue performance to date.

General Fund Expense Comments

Expenditure to date through the period is \$34.7 million versus budget-to-date expenditure of \$34.7 million, on par with the budget at this time.

Year-to-date position of expense vs. budget

City General Fund	Actual	Budget	% of Budget
General Government	7,115,187	7,115,187	-%
Community & Developmental Services	1,478,587	1,478,587	-%
Public Safety	21,044,021	21,044,021	-%
Public Works	5,091,866	5,091,866	-%
General Fund Expense	34,729,662	34,729,662	-%

note: numbers may not add due to rounding

General fund spending is on par with the budget as of this reporting period.

Investments

City investments include \$64.9 million in US Treasury Bonds consisting of \$57.9 million of city pooled cash and \$6.9 million of 2022 bond proceeds. The investment schedule included in this report provides details of the investments. Investments are scheduled to mature over the next months to three years.

City investment instruments are in accordance with State of Illinois public funds investment statutes and the city investment policy with maturity terms and interest rates maximized given available current marketplace investment returns.

Debt

Debt outstanding is \$128 million as of the beginning of the current year and includes all general obligation bond debt, notes and loans payable. Scheduled debt principal payments of \$13.1 million will be transacted in the fiscal year with \$4.4 million of interest cost on the outstanding debt.

All debt principal and interest payments are covered within the 2026 fiscal year budget and are secured within the current cash flow operations of the city.

New debt issuance in the current year will include certain public works water and sewer utility capital projects with debt financing secured under loans provided by the Illinois Environmental Protection Agency (IEPA). City will further incur new debt issuance related to certain public safety apparatus and public works heavy duty vehicle equipment acquisitions. Such debt issuance has been included in the current year budget.

City-Wide Revenue Tracking

City-wide revenue received during the fiscal year reporting period is \$106.3 million, representing 32% of the full year revenue budget.

Property Tax

The city council adopted the 2025 tax levy for assessed value in 2025 with property taxes payable by property owners, collected by the Macon County Treasurer and distributed to the city in 2026 is \$16.7 million.

The tax levy is now certified by the competent state authority. Equalized assessed value (“EAV”) of \$1,208,277,575 increased 7.63% versus the prior year EAV and exceeded the projected EAV of \$1,198,395,000 used to develop the 2025 city property tax levy. The city property tax rate is \$1.38467 per \$100 of EAV. The city property tax rate is lower than the \$1.39607 rate estimated in the council adopted 2025 property tax levy. The lower city property tax rate is the result of the higher than projected EAV.

The property tax revenues received by the City according to the tax levy in effect will provide the cash resources to fund City contributions to the Decatur Police Officers’ and Decatur Firefighters’ Pension Funds, 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.

City-Wide Expenditure Tracking

City-wide expenditure during the reporting period is \$93.2 million, representing expenditure of 28% of the council adopted and amended city expenditure budget of \$333.9 million.

Headcount Staffing Across all Funds

Full-time staffing level is 473 FTEs versus budget of 491 FTEs. There are 24 part-time and temporary employees.

Office of the City Treasurer
June 5, 2026



Fiscal Period Ending

May 2026

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: May 2026

<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>
	General Fund									
10	GENERAL FUND	21,179,546.53	8,577,071.02	6,859,192.73	47,713.25		22,945,138.07	0.00	22,945,138.07	
93	STRATEGIC INITIATIVE	4,500,000.00	0.00	0.00	0.00		4,500,000.00	0.00	4,500,000.00	
	Total General Fund	25,679,546.53	8,577,071.02	6,859,192.73	47,713.25	0.00	27,445,138.07	0.00	27,445,138.07	0.00
	Special Revenue Funds									
14	PAYROLL FUND	0.00	0.00	0.00	0.00		0.00		0.00	
16	COMMUNITY GRANT FUND	50,382.01	0.94	1,773.64	0.00		48,609.31		48,609.31	
17	HOME FUND	42,156.36	3,116.51	8,155.39	0.00		37,117.48		37,117.48	
18	CDBG FUND	23,231.31	2,739.37	81,853.20	0.00		(55,882.52)		(55,882.52)	
22	DUATS FUND	112,357.61	97.09	1,938.62	0.00		110,516.08		110,516.08	
25	STATE DRUG ENFORCEMENT	422,222.92	14,871.46	(28,503.44)	(57,363.67)		408,234.15		408,234.15	
26	DUI FINES AND FEES FUND	126,655.34	99.18	3,359.50	0.00		123,395.02		123,395.02	
27	POLICE LAB & PROGRAMS	196,806.89	149.09	284.83	0.00		196,671.15		196,671.15	
30	FEDERAL DRUG ENFORCEMENT	316,619.14	117.30	0.00	0.00		316,736.44		316,736.44	
34	BUILDING FUND	482,228.58	54,434.86	50,134.40	0.00		486,529.04		486,529.04	
35	LIBRARY FUND	439,527.05	155,300.89	345,868.47	0.00		248,959.47		248,959.47	
36	MUNICIPAL BAND FUND	69,196.50	1,007.93	(190.00)	0.00		70,394.43		70,394.43	
37	FOREIGN FIRE INSURANCE FUND	272,764.53	297.78	34,005.02	0.00		239,057.29		239,057.29	
42	LOCAL STREETS & ROADS	3,329,837.23	191,144.13	380.00	0.00		3,520,601.36		3,520,601.36	
46	MOTOR FUEL TAX FUND	5,829,711.25	343,499.05	395,665.80	0.00		5,777,544.50		5,777,544.50	
58	LIBRARY CAPITAL	23,867.11	18.00	0.00	0.00		23,885.11		23,885.11	
59	LIBRARY TRUST FUNDS	77,727.03	9,609.55	5,513.98	0.00		81,822.60		81,822.60	
84	COMMUNITY REVITALIZATION	2,344,046.66	24,243.90	29,290.00	0.00		2,339,000.56		2,339,000.56	
85	GRANT FUND	2,257,010.28	(1,972,493.74)	60,000.00	0.00		224,516.54		224,516.54	
	Total Special Revenue Funds	16,416,347.80	(1,171,746.71)	989,529.41	(57,363.67)	0.00	14,197,708.01	0.00	14,197,708.01	0.00
	TIF & Redevelopment Funds									
120	CENTRAL TIF	(138,718.14)	0.00	474.30	0.00		(139,192.44)		(139,192.44)	
21	WABASH CROSSING TIF	1,364,486.96	1,033.53	0.00	0.00		1,365,520.49		1,365,520.49	
23	EASTGATE TIF FUND	858,565.82	19,409.28	0.00	0.00		877,975.10		877,975.10	
24	SOUTHSIDE TIF FUND	387,652.23	293.60	0.00	0.00		387,945.83		387,945.83	
28	PINES SHOPPING CENTER TIF	106,949.68	3,159.22	0.00	0.00		110,108.90		110,108.90	
29	GRAND & OAKLAND TIF	378,320.24	6,028.19	0.00	0.00		384,348.43		384,348.43	
	Total TIF & Redevelpmnt Funds	2,957,256.79	29,923.82	474.30	0.00	0.00	2,986,706.31	0.00	2,986,706.31	0.00
	Capital Funds									
33	POLICE CAPITAL FUND	0.00	0.00	0.00	1,972,953.32		1,972,953.32		1,972,953.32	
40	PEG CAPITAL FUND	61,719.23	8,533.85	21.36	0.00		70,231.72		70,231.72	
45	CAPITAL PROJECT FUND	1,729,084.61	1,202.32	25,390.64	0.00		1,704,896.29		1,704,896.29	
49	FIRE CAPITAL FUND	0.00	150,000.00	0.00	0.00		150,000.00		150,000.00	
61	EQUIPMENT REPLACEMENT	1,121,648.35	20,452.86	199,937.71	0.00		942,163.50		942,163.50	
	Total Capital Funds	2,912,452.19	180,189.03	225,349.71	1,972,953.32	0.00	4,840,244.83	0.00	4,840,244.83	0.00

City of Decatur
Treasurer's Cash Report

Month of: May 2026

<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	1,418,491.39	12,854.56	0.00	0.00		1,431,345.95		1,431,345.95	0.00
60	Internal Service Funds FLEET MAINTENANCE	1,167,342.89	292,524.03	221,375.47	0.00		1,238,491.45		1,238,491.45	
64	RISK MANAGEMENT	4,712,307.79	321,953.80	40,454.71	0.00		4,993,806.88		4,993,806.88	
65	INSURANCE FUND	989,478.69	1,209,024.29	1,085,771.82	7,008.87		1,119,740.03		1,119,740.03	
	Total Internal Service Funds	6,869,129.37	1,823,502.12	1,347,602.00	7,008.87	0.00	7,352,038.36	0.00	7,352,038.36	0.00
70	Enterprise Funds TRANSIT	462,643.35	58,597.51	1,305,800.48	0.00		(784,559.62)		(784,559.62)	
77	FIBER OPTICS	(23,937.45)	5,450.00	12,543.04	0.00		(31,030.49)		(31,030.49)	
78	STORM WATER	5,430,517.22	298,968.37	221,561.35	0.00		5,507,924.24		5,507,924.24	
79	SEWER FUND	18,268,769.99	740,176.91	1,234,990.55	0.00		17,773,956.35		17,773,956.35	
80	WATER FUND	3,852,004.74	3,044,540.54	1,552,380.57	13,584.77		5,357,749.48		5,357,749.48	
81	WATER CAPITAL	5,838,429.48	136,118.27	526,680.43	0.00		5,447,867.32		5,447,867.32	
86	WATER RESERVE	12,000,000.00	0.00	0.00	0.00		12,000,000.00		12,000,000.00	
88	RECYCLING PROGRAM	123,792.60	64,864.57	37,383.69	0.00		151,273.48		151,273.48	
89	2022 WATER BOND FUND	1,016,751.40	375.95	3,921.22	0.00		1,013,206.13		1,013,206.13	
89	2022 WATER BOND INVESTMENTS	6,943,295.75	520.73		0.00			6,943,816.48	6,943,816.48	
	Total Enterprise Funds	53,912,267.08	4,349,612.85	4,895,261.33	13,584.77	0.00	46,436,386.89	6,943,816.48	53,380,203.37	0.00
90	Trust & Agency Funds FIRE PENSION FUND CASH	2,122,915.56	216,022.07	916,903.72	0.00		1,422,033.91		1,422,033.91	
90	FIRE PENSION INVESTMENTS	114,864,563.73	6,614,503.98	26,377.04	0.00			121,452,690.67	121,452,690.67	
	TOTAL FIRE PENSION	116,987,479.29	6,830,526.05	943,280.76	0.00	0.00	1,422,033.91	121,452,690.67	122,874,724.58	
91	POLICE PENSION FUND CASH	1,844,488.49	210,960.82	1,121,211.10	0.00		934,238.21		934,238.21	
91	POLICE PENSION INVESTMENTS	158,644,189.38	8,682,119.17	4,869.94	0.00			167,321,438.61	167,321,438.61	
	TOTAL FIRE PENSION	160,488,677.87	8,893,079.99	1,126,081.04	0.00	0.00	934,238.21	167,321,438.61	168,255,676.82	
92	ITEG FUND	354,578.41	0.00	7,050.97	0.00		347,527.44		347,527.44	
	Total Trust & Agency Funds	277,830,735.57	15,723,606.04	2,076,412.77	0.00	0.00	2,703,799.56	288,774,129.28	291,477,928.84	0.00
	Total City Funds	387,996,226.72	29,525,012.73	16,393,822.25	1,983,896.54	0.00	107,393,367.98	295,717,945.76	403,111,313.74	
Memorandum Items										
	Pooled Cash Investments							57,976,092.90	57,976,092.90	
	City Funds ex Trust & Agency	110,165,491.15	13,801,406.69	14,317,409.48	1,983,896.54	0.00	104,689,568.42	64,919,909.38	111,633,384.90	0.00

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

Period Ending: May 2026

Grant ID	Div	Grant Name	Expiration	State	Federal	Status	Grant Amount
	Executive/Police/Public Works	COMMUNITY VIOLENCE PREVENTION (TURNER)	6/30/2027	X		ACTIVE	1,000,000
	Executive	COMMUNITY VIOLENCE PREVENTION (TURNER) Cont'd	6/30/2027	X		ACTIVE	500,000
	Executive	USDA Forest Service Urban and Community Forestry Inflation Reduction Act	2028		X	ACTIVE	750,000
C2021	54 Grants Division	B-21-MC-17-0008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	9/1/2028		X	ACTIVE	1,420,946
C2022	54 Grants Division	B-22-MC-17-0008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	9/1/2029		X	ACTIVE	1,374,790
C2023	54 Grants Division	B-23-MC-17-0008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	9/1/2030		X	ACTIVE	1,319,714
C2024	54 Grants Division	B-24-MC-17-0008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	9/1/2031		X	ACTIVE	1,303,030
C2025	54 Grants Division	B-25-MC-17-0008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	9/1/2032		X	ACTIVE	1,313,759
CCV19	54 Grants Division	B-20-MW-17-0008 CDBG CARES ACT ALLOCATION	9/21/2026		X	ACTIVE	1,292,894
H2018	54 Grants Division	M-18-MC-17-0008 HOME INVESTMENT PARTNERSHIP	9/1/2026		X	ACTIVE	444,741
H2019	54 Grants Division	M-19-MC-17-0203 HOME INVESTMENT PARTNERSHIP	9/1/2027		X	ACTIVE	425,163
H2020	54 Grants Division	M-20-MC-17-0203 HOME INVESTMENT PARTNERSHIP	9/1/2028		X	ACTIVE	431,353
H2021	54 Grants Division	M-21-MC-17-0203 HOME INVESTMENT PARTNERSHIP	9/1/2029		X	ACTIVE	413,549
H2022	54 Grants Division	M-22-MC-17-0203 HOME INVESTMENT PARTNERSHIP	9/1/2030		X	ACTIVE	497,298
H2023	54 Grants Division	M-23-MC-17-0203 HOME INVESTMENT PARTNERSHIP	9/1/2031		X	ACTIVE	466,119
H2024	54 Grants Division	M-24-MC-17-0203 HOME INVESTMENT PARTNERSHIP	9/1/2032		X	ACTIVE	372,082
h2025	54 Grants Division	M-25-MC-17-0203 HOME INVESTMENT PARTNERSHIP	9/1/2033		X	ACTIVE	359,438
HOME-AR	54 Grants Division	M-21-MP-17-0203 HOME - American Rescue Plan	9/30/2030		X	ACTIVE	1,497,384
HRAP	54 Grants Division	HOME REPAIR & ACCESSIBILITY PROGRAM ROUND 2	9/30/2027	X		ACTIVE	400,000
SCP	54 Grants Division	STRONG COMMUNITIES PROGRAM ROUND 2	11/14/2026	X		ACTIVE	337,000
	54 Grants Division	BROWNFIELDS COMMUNITY-WIDE ASSESSMENT GRANT	9/30/2028		X	ACTIVE	500,000
	54 Grants Division	Lead Hazard Reduction with Healthy Homes Supplemental	3/1/2026		X	ACTIVE	1,400,000
	54 Planning	26-1009-1437-0012	6/30/2026	X	X	ACTIVE	501,058
	65 Police	2024-26 BVP	8/31/2026		X	ACTIVE	20,493
	65 Police	15PBJA-23-GG-03383-JAGX	9/30/2026		X	ACTIVE	42,876
	65 Police	BJA FY24 JAG LOCAL Opportunity: O-BJA-2024-172239 F	9/30/2027		X	ACTIVE	58,510
	65 Police	2024-25 IDOT Step	9/30/2025	X		ACTIVE	54,448
	65 Police	ILETSB RECRUITMENT AND RETENTION GRANT	6/30/2027	X		ACTIVE	300,000
	65 Police	FY 2026 Law Enforcement Camera Grant	6/30/2030	x		ACTIVE	1,972,953
	Fire	Fire Prevention and Safety (FP&S) Grant			x	ACTIVE	250,000
9334	82 Public Works	R-97-007-17 ILLINOIS JOBS NOW; BRUSH COLLEGE RD EXPENSION R-O-W		X		ACTIVE	2,006,014
9335	82 Public Works	IL COMPETITIVE FREIGHT PROGRAM-BRUSH COLLEGE/FAIRES PKWY GRADE SEP			X	ACTIVE	44,000,000
9336	82 Public Works	6WGY(165)-RAILROAD GRADE CROSSING PROTECTION FND GCPF BRUSH COLLEGE	2027	X		ACTIVE	19,950,000
	82 Public Works	FRA CRISI	2028		X	ACTIVE	2,000,000
	82 Public Works	STATE FUND COMMITMENT - BRUSH COLLEGE GRADE SEPERATION		X		ACTIVE	1,500,000
	82 Public Works	MULTIMODAL TRANSPORTATION BOND FUND (ICC)	2027	X		ACTIVE	6,000,000
	82 Public Works	Norfolk Southern	2027	X		ACTIVE	1,000,000
	83 Public Works	Lead Service Line Inventory (Round 4)		X		ACTIVE	50,000
	82 Public Works	Public Water System Energy Efficiency Program	8/31/2026		X	ACTIVE	500,000
	82 Public Works	Pride of the Prairie Food Waste Composting Plan	4/30/2027	X		ACTIVE	59,362
	82 Public Works	RCPP Project Lake Decatur Water Quality Initiative	4/12/2028		X	ACTIVE	2,314,935
	82 Public Works	Regional Site Readiness Program-Capital Ready	1/31/2027	X		ACTIVE	2,918,000
	82 Public Works	Regional Site Readiness Program-Planning	12/31/2026	X		ACTIVE	149,500
	82 Public Works	Rt 51 Lane Reduction/Multiuse Path/ITEP			X	ACTIVE	2,000,000
	82 Public Works	2023 Section 319 Non-Point Pollution Control Financial Assistance Program	6/14/2026	X		ACTIVE	349,665
700	Mass Transit	CAP-22-1176-ILL	4/1/2028	X		ACTIVE	1,000,000
700	Mass Transit	CAP-22-1221-ILL	4/1/2028	X		ACTIVE	2,760,000
700	Mass Transit	CAP-23-1257-ILL	11/30/2028	X		ACTIVE	3,750,000
700	Mass Transit	CAP-23-1529-ILL	11/30/2028	X		ACTIVE	290,000
700	Mass Transit	CAP-23-1528-ILL	11/30/2028		X	ACTIVE	1,850,000
700	Mass Transit	IL-2020-020-00	3/30/2027		X	ACTIVE	6,168,433
700	Mass Transit	IL-2020-022 Section 5307 Operating & Capital Assistanc	3/31/2027		X	ACTIVE	6,307,899
700	Mass Transit	IL-2022-011-00	9/30/2027		X	ACTIVE	291,000
700	Mass Transit	IL-2025-018-00 Microtransit	9/30/2029		x	ACTIVE	2,500,000
700	Mass Transit	IL-2022-015-02	3/30/2027		X	ACTIVE	5,734,880
700	Mass Transit	IL-2022-028-01	3/30/2028			ACTIVE	3,374,140
700	Mass Transit	FTA FY2022 Low-No	3/30/2029			ACTIVE	16,800,000
700	Mass Transit	FHWA 693JJ32440404 CFDA 20.939	3/30/2029		X	ACTIVE	300,000
700	Mass Transit	1274-2024-2	3/30/2029		X	ACTIVE	2,500,000
700	Mass Transit	OP-26-60-IL Operating Grant	6/30/2026	X		ACTIVE	14,196,716
700	Mass Transit	1274-2024-3	3/31/2028		X	ACTIVE	3,454,838
700	Mass Transit	FY2022 CVP	6/30/2028	X		ACTIVE	796,000
700	Mass Transit	FY24 IDOT SPF-Planning Grant for Intercity Bus & Rail		X		ACTIVE	220,000
700	Mass Transit	24-DG-11094200-324	8/28/2029			ACTIVE	750,000
700	Mass Transit	CEJA/DACI EV Charging Project 25-3234-5338	1/16/2030	X		ACTIVE	530,000
Total							179,390,980
Active							179,390,980

City of Decatur
Treasurer's Financial Report
Investment Summary

Month of: May 2026

Pooled Cash
Account # 8051000942
Multiple Funds - Pooled Cash

Investment Instrument	Expect Int Income	Maturity Date	Coupon Rate	Yield at Purchase	Par Value Amount	Cost	Market Value	CP Interest Received	YTD Interest Received 2025	BTD Interest Received	CP Accrual Balance
US Treasury Bond	Jan-July	01/31/26	0.37500%	4.600%	-	-	-	-	2,343.75	9,104.57	0.00
US Treasury Bond	Feb - Aug	02/15/26	1.62500%	4.530%	-	-	-	-	8,328.13	23,977.69	0.00
US Treasury Bond	Feb - Aug	02/28/26	0.50000%	4.730%	-	-	-	-	3,125.00	12,194.29	0.00
US Treasury Bond	Mar - Sep	03/31/26	0.75000%	4.570%	-	-	-	-	14,343.75	43,773.04	0.00
US Treasury Bond	Mar - Sep	03/31/26	0.75000%	4.060%	-	-	-	-	-	-	-
US Treasury Bond	Apr-Oct	04/30/26	0.75000%	4.760%	-	-	-	-	4,687.50	18,342.39	0.00
US Treasury Bond	Apr-Oct	04/30/26	2.37500%	4.970%	-	-	-	-	14,843.75	59,375.00	0.00
US Treasury Bond	May - Nov	05/31/26	0.75000%	4.930%	1,250,000.00	10,696,884.77	11,500,000.00	-	-	117,510.24	36,016.51
US Treasury Bond	May - Nov	05/31/26	0.75000%	4.700%	5,250,000.00	-	-	-	-	-	-
US Treasury Bond	May - Nov	05/31/26	0.75000%	4.730%	4,000,000.00	-	-	-	-	-	-
US Treasury Bond	May - Nov	05/31/26	0.75000%	4.190%	1,000,000.00	-	-	-	-	-	-
US Treasury Bond	Jan-July	06/30/26	1.87500%	4.430%	1,250,000.00	1,190,673.83	1,248,137.50	-	-	34,137.23	7,834.09
US Treasury Bond	Feb - Aug	08/15/26	1.50000%	3.910%	1,250,000.00	4,561,708.99	4,727,342.50	-	35,625.00	101,148.10	14,761.72
US Treasury Bond	Feb - Aug	08/15/26	1.50000%	3.570%	3,500,000.00	-	-	-	-	-	-
US Treasury Bond	Mar - Sep	09/30/26	0.87500%	3.950%	1,250,000.00	1,178,320.30	1,238,325.00	-	5,468.75	15,925.48	926.40
US Treasury Bond	Apr-Oct	10/31/26	1.12500%	4.280%	5,725,000.00	8,212,576.18	8,629,461.25	-	49,078.13	143,379.25	266.72
US Treasury Bond	Apr-Oct	10/31/26	1.12500%	4.270%	3,000,000.00	-	-	-	-	-	-
US Treasury Bond	May - Nov	11/30/26	1.50000%	4.250%	6,250,000.00	7,563,092.58	7,910,756.10	-	-	96,294.98	41,810.44
US Treasury Bond	May - Nov	11/30/26	1.50000%	4.210%	1,760,000.00	-	-	-	-	-	-
US Treasury Bond	Jun-Dec	12/31/26	1.12500%	4.260%	3,005,000.00	2,836,320.90	2,961,367.40	-	-	35,902.28	12,555.43
US Treasury Bond	Jan-July	01/31/27	1.50000%	4.410%	1,250,000.00	1,185,302.74	1,231,100.00	-	9,375.00	17,765.88	4,661.60
US Treasury Bond	Feb - Aug	02/28/27	1.62500%	4.030%	1,250,000.00	1,200,000.00	1,232,175.00	-	11,718.75	22,291.10	3,948.71
US Treasury Bond	Mar - Sep	03/31/27	2.50000%	3.660%	1,250,000.00	1,223,437.50	1,236,525.00	-	15,625.00	28,688.52	2,646.86
US Treasury Bond	Jan-July	07/31/27	2.75000%	3.910%	3,000,000.00	2,933,906.25	2,959,800.00	-	41,250.00	41,250.00	20,511.06
US Treasury Bond	Mar - Sep	09/15/27	3.37500%	3.630%	1,500,000.00	1,492,734.38	1,489,395.00	-	25,312.50	23,214.78	6,465.69
US Treasury Bond	Mar - Sep	03/31/28	3.62500%	3.830%	3,825,000.00	3,809,909.19	3,799,602.00	-	-	-	11,744.13
US Treasury Bond	Apr-Oct	04/15/28	3.75000%	3.890%	2,500,000.00	2,493,359.38	2,488,575.00	-	(3,842.21)	(3,842.21)	4,098.35
US Treasury Bond	Jun-Dec	06/30/28	1.25000%	3.710%	1,200,000.00	1,117,031.25	1,134,372.00	-	-	7,500.00	5,013.82
US Treasury Bond	May - Nov	11/15/28	3.50000%	3.550%	2,200,000.00	2,197,164.07	2,172,324.00	38,500.00	38,500.00	34,883.98	35,522.10
US Treasury Bond	Jan-July	01/15/29	3.50000%	3.640%	1,500,000.00	1,494,082.03	1,479,780.00	-	(2,755.52)	(2,755.52)	15,372.93
US Treasury Bond	Jan-July	01/31/29	1.75000%	3.470%	1,200,000.00	1,142,437.50	1,130,808.00	-	(1,044.20)	(1,044.20)	5,221.00
US Treasury Bond	Feb - Aug	02/15/29	3.50000%	3.480%	1,250,000.00	1,250,683.59	1,232,525.00	-	(1,933.70)	(1,933.70)	9,064.23
Federated US Treasury Cash Reserves	Liquid				196,467.47	196,467.47	488,204.69	281.66	2,903.72	-	278.36
Total Investment(s)					60,611,467.47	57,976,092.90	60,290,575.44	38,781.66	272,953.10	877,083.17	238,720.15

Journal Entry							
Pooled Cash	Month	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Unbooked	Booked
Fees	-	(11,810.22)	(11,879.28)	-	-	-	(23,689.50)
Gain/Loss from sale of bond	-	452,681.65	153,662.11	-	-	-	606,343.76
Interest (Income)	38,781.66	169,166.77	103,786.33	-	-	-	272,953.10
	38,781.66	610,038.20	245,569.16	-	-	-	855,607.36

City of Decatur
Treasurer's Financial Report
Investment Summary

Month of:
May 2026

Water Capital Bond
Account # 1001027214
Fund 89

Investment Instrument	Expect Int Income	Maturity Date	Coupon Rate	Yield at Purchase	Par Value Amount	Cost	Market Value	CP Interest Received	YTD Interest Received 2025	BTD Interest Received	CP Accrual Balance
United States Treasury Note/Bond .875% 30 Sep 2026	Mar-Sep	9/30/2026	0.875%	3.960%	3,000,000.00	2,826,328.12	2,971,980.00	-	13,125.00	38,581.73	2,223.36
US Treasury Bill Zero	Feb-Aug	2/12/2026	2.025%	4.120%	-	-	-		79,326.27	79,326.27	0.00
US Treasury Bill Zero	Feb-Aug	2/12/2026	2.022%	4.110%	-	-	-				
US Treasury Bill Zero	Feb-Aug	2/26/2026	2.005%	4.190%	-	-	-		58,981.64	58,981.64	0.00
US Treasury Bill Zero	Jun-Dec	6/9/2026	1.170%	3.670%	2,000,000.00	1,976,945.00	1,976,945.00				15,275.00
US Treasury Bill Zero	Feb-Aug	8/20/2026	1.740%	3.630%	2,000,000.00	1,965,759.31	1,965,759.31				12,100.69
BlackRock Liquidity Funds Treasury Trust Fund Portfolio					174,784.05	174,784.05	219,453.40	520.73	14,727.74		514.62
Total Investment(s)					7,174,784.05	6,943,816.48	7,134,137.71	520.73	166,160.65	176,889.64	30,113.67
GRAND TOTALS:					67,786,251.52	64,919,909.38	67,424,713.15	39,302.39	439,113.75	1,053,972.81	268,833.82

Journal Entry							
Water Capital Bond	Month	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Unbooked	Booked
Fees	-	(2,000.22)	(1,416.40)			-	(3,416.62)
Gain/Loss from sale of bond	-	-				-	
Interest (Income)	520.73	156,218.47	9,942.18			521.73	165,639.92
	520.73	154,218.25	8,525.78	-	-	521.73	162,223.30

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

name		debt liquidated in period																
Debt Instrument		Debt Purpose		Year of Issue	Year of Re Issue	Year of Maturity	Fund	Source	Payment(s)		Debt (Orig/ Refi) Issue	Debt at 1/1/2026	New Draws in 2026	FY26 Principal Payments	FY26 Interest Payments	Debt at 12/31/2026	FY26 Total Debt Payments	
									1st	2nd		input	input	input	input			
Bond Debt																		
Amort sch #																		
25	2014 Bonds	Lake Decatur Dredging		2014		2027	80	80	3/1	9/1	24,055,000.00	1,305,000.00		-	52,500.00	1,305,000.00	52,500.00	
39	2016 Bonds	Lake Decatur Dredging		2016		2036	80	80	3/1	9/1	22,205,000.00	6,645,000.00		1,085,000.00	422,381.26	5,560,000.00	1,507,381.26	
49	2018 Bonds	Lake Decatur Dredging, Fire Stations		2018		2026	80/50	80/TL	3/1	9/1	25,810,000.00	1,100,000.00		1,100,000.00	485,250.00	-	1,585,250.00	
53	2019 Bonds	Refunding of 2010A GO Bonds		2010	2019	2030	50	Tax Levy +	6/15	12/15	6,720,000.00	2,685,000.00		700,000.00	76,188.00	1,985,000.00	776,188.00	
54	2019B Bonds	Library Projects / Police Radio refund		2019		2034	34/50	34/10	6/15	12/15	2,300,000.00	1,185,000.00		120,000.00	27,373.50	1,065,000.00	147,373.50	
57	2020 Bonds	Refunding of 2010B GO Bonds		2010	2020	2030	80/50	80/10	6/15	12/15	18,050,000.00	9,100,000.00		1,750,000.00	191,100.00	7,350,000.00	1,941,100.00	
63	2022 Bonds	Water & Sewer Infrastructure		2022		2042	80	80	3/1	9/1	24,840,000.00	22,260,000.00		935,000.00	871,700.00	21,325,000.00	1,806,700.00	
65	2025A Bonds	Refunding of 2014 and 2015 GO Bonds		2014/2015	2025	2035	80	80	3/1	9/1	26,895,000.00	26,895,000.00		2,860,000.00	957,484.00	24,035,000.00	3,817,484.00	
66	2025B Bonds	Refunding of 2016 and 2018 GO Bonds		2016/2018	2025	2038	80/50	80/TL/10	3/1	9/1	26,560,000.00	26,560,000.00		-	749,582.22	26,560,000.00	749,582.22	
xx	xxxx																	
xx	xxxx																	
xx	xxxx																	
xx	xxxx																	
xx	xxxx																	
xx	xxxx																	
Total Bond Debt												177,435,000.00	97,735,000.00	-	8,550,000.00	3,833,558.98	89,185,000.00	12,383,558.98
Promissory Notes & Loans Payable																		
16	IEPA Water Loan	Water Projects (L172552)		2010/2011		2031	80	80	1/10	7/10	6,993,328.01	2,170,083.45		361,680.58	-	1,808,402.87	361,680.58	
28	IEPA Sewer Loan	Lakeshore Drive Sewer (L174873)		2013		2034	79	79	4/16	10/16	7,589,672.70	3,781,191.68		388,584.48	71,111.08	3,392,607.20	459,695.56	
34	IEPA Sewer Loan	Union Street Sewer (L175280)		2015		2035	79	79	1/8	7/8	2,172,218.21	1,197,643.12		109,351.85	23,350.29	1,088,291.27	132,702.14	
45	IEPA Sewer Loan	7th Ward Sewer (L175329)		2018		2038	79	79	3/17	9/17	8,540,318.96	5,682,603.33		410,462.95	97,657.61	5,272,140.38	508,120.56	
46	IEPA Stormwater Loan	Nelson Park Storm Sewer (L175315)		2017/2019		2038	78	78	5/21	11/21	3,581,182.00	2,452,700.67		177,162.25	42,150.55	2,275,538.42	219,312.80	
55	IEPA Sewer Loan	McKinley Sewer (L175498)		2019/2021		2040	79	79	1/23	7/23	4,647,112.64	3,661,017.87		211,547.17	72,167.89	3,449,470.70	283,715.06	
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	5,468,000.00		1,740,000.00	98,192.25	3,728,000.00	1,838,192.25	
58	Regions 2021 Vehicle Note	Fire Apparatus / Police & Fire Interceptors		2021		2028	61	10	5/21	11/21	1,600,842.22	423,667.15		167,056.95	8,330.41	256,610.20	175,387.36	
59	Hickory Point Bank Vehicle Note	Fire Apparatus Pierce Aerial (xxxx4366)		2021		2028	61	10	3/15	9/15	820,633.00	391,919.85		128,360.03	6,904.61	263,559.82	135,264.64	
60	Hickory Point Bank Vehicle Note	Fire Apparatus Pierce Pumper (xxxx4379)		2021		2028	61	10	3/15	9/15	569,681.00	272,069.56		89,107.16	4,793.16	182,962.40	93,900.32	
61	Hickory Point Bank Vehicle Note	Public Works Street Sweeper (xxxx4382)		2021		2028	61	10	3/15	9/15	301,958.50	133,962.69		43,874.93	2,360.07	90,087.76	46,235.00	
64	Regions Bank	Library and MSC projects		2023		2028	45	10	3/1 6/1 9/1 12/1		3,000,000.00	1,875,000.00		600,000.00	75,037.56	1,275,000.00	675,037.56	
67	Busey Bank	Public Works Dump Trucks & Grappler		2025		2030	61	10	12/6	6/6	871,526.00	792,486.10		162,373.74	34,999.52	630,112.36	197,373.26	
68	IEPA construction loan	Grand/Oakland Sewer Separation (L176807)		2025		tbd	79	79	tbd	tbd	-	1,218,433.84	-	-	-	1,218,433.84	-	
69	IEPA construction loan	Water SWTP CapEx Projects (L172292)		2025		tbd	79	79	tbd	tbd	-	728,017.02	-	-	-	728,017.02	-	
70	IEPA construction loan	Water phase I lead pipe replacemnt(L177055)		2026		tbd	81	80	tbd	tbd	-	-	-	-	-	-	-	
xx	xxxx																	
xx	xxxx																	
xx	xxxx																	
Total Notes & Loans Payable												54,105,473.24	30,248,796.33	-	4,589,562.09	537,055.00	25,659,234.24	5,126,617.09
Capital Leases																		
xxx												-				-		xx
xxx												-				-		xx
Total Capital Leases												-	-	-	-	-	-	-
Total City Debt												231,540,473.24	127,983,796.33	-	13,139,562.09	4,370,613.98	114,844,234.24	17,510,176.07
														debt in period				

Note(s)
1
2
3

Prepared by:
Office of the City Treasurer
Date: June 5, 2026

City of Decatur
Water Bond Issue - 2022 Bond Fund 89

Month of: May 2026

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

Fund Description	Accounts for public works capital improvements in the water and sewer utilities financed by the proceeds from the issuance of bonds
Debt Issue	GO Series 2022 issued by the city dated April 28, 2022 to finance water and sewer infrastructure projects

Project	The water and sewer sustainability initiative is the first phase of a multi phase long term capital project to secure cost efficient operation, infrastructure improvements, and long-term sustainability of the city's water and sewer utilities. The initial \$133 million project investment will span 5 years with completion envisioned in 2026. Water Utility projects include, but are not limited to, South Water Treatment Plant clarifier conversion, water main replacements, treatment plant chemical system upgrade, and other projects. Sewer Utility projects include replacement of main line sanitary sewer segments within the city.
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Actual Bond Spend Activity in Fiscal year 2022	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proceeds available to spend	217,329	217,329	217,329	217,329	25,003,906	25,003,906	25,003,906	25,003,906	25,003,906	25,012,393	24,999,857	24,962,332	
Revenues													
Bond Proceeds				25,382,055	-	-	-	-	-	-	-	-	25,382,055
Interest				-	-	-	-	-	-	18,557	2,825	3,108	24,490
Investment Income				-	-	-	-	-	8,487	6,797	14,879	17,748	47,911
Gain or loss on investments				-	-	-	-	-	-	-	-	-	-
Expenditures													
Transfer out of old proceeds	transfer to water fund 80 for debt service			217,329	-	-	-	-	-	-	-	-	217,329
Bond Insurance Costs				378,149	-	-	-	-	-	-	-	-	378,149
Water/Sewer improvements				-	-	-	-	-	-	37,890	55,230	29,911	123,031
				-	-	-	-	-	-	-	-	-	-
Total Expenditures	-	-	-	595,478	-	-	-	-	-	37,890	55,230	29,911	603,458
Ending cash available	217,329	217,329	217,329	25,003,906	25,003,906	25,003,906	25,003,906	25,003,906	25,012,393	24,999,857	24,962,332	24,953,276	

Actual Bond Spend Activity in Fiscal year 2023	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proceeds available to spend	24,953,276	24,938,010	24,958,055	24,649,948	24,721,550	24,606,889	24,535,733	24,508,866	24,431,517	24,196,405	23,958,885	23,948,967	
Revenues													
Bond Proceeds	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest	3,497	3,619	3,197	1,869	2,767	2,547	2,723	2,936	2,533	2,494	2,262	2,054	32,497
Investment Income	37,035	16,427	1,651	32,027	42,568	15,001	57,444	51,402	6,799	10,937	9,304	9,449	290,045
Gain/Loss on Investments	-	-	54,531	38,906	49,141	54,297	57,188	-	-	-	-	-	254,062
Expenditures													
Transfer out of old proceeds	-	-	-	-	-	-	-	-	-	-	-	-	-
Bond Insurance Costs	-	-	-	-	-	-	-	-	-	-	-	-	-
Misc.	-	-	-	-	-	-	12,232	-	-	4,167	-	-	16,399
Water/Sewer improvements	55,798	-	367,487	1,200	209,137	143,000	131,990	131,686	244,444	246,784	21,484	57,997	1,611,008
													-
Total Expenditures	55,798	-	367,487	1,200	209,137	143,000	144,222	131,686	244,444	250,951	21,484	57,997	1,627,407
Ending cash available	24,938,010	24,958,055	24,649,948	24,721,550	24,606,889	24,535,733	24,508,866	24,431,517	24,196,405	23,958,885	23,948,967	23,902,474	

City of Decatur
Water Bond Issue - 2022 Bond Fund 89

Month of: May 2026

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

Fund Description	Accounts for public works capital improvements in the water and sewer utilities financed by the proceeds from the issuance of bonds
Debt Issue	GO Series 2022 issued by the city dated April 28, 2022 to finance water and sewer infrastructure projects

Project	The water and sewer sustainability initiative is the first phase of a multi phase long term capital project to secure cost efficient operation, infrastructure improvements, and long-term sustainability of the city's water and sewer utilities. The initial \$133 million project investment will span 5 years with completion envisioned in 2026. Water Utility projects include, but are not limited to, South Water Treatment Plant clarifier conversion, water main replacements, treatment plant chemical system upgrade, and other projects. Sewer Utility projects include replacement of main line sanitary sewer segments within the city.
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Actual Bond Spend Activity in Fiscal year 2024	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proceeds available to spend	23,902,474	24,020,638	24,044,589	24,111,673	18,673,109	17,968,316	18,179,847	17,734,794	16,749,077	16,578,171	16,612,437	16,595,787	
Revenues													
Bond Proceeds	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest	2,264	775	2,523	1,518	718	395	289	-	-	3,021	2,514	2,124	16,141
Investment Income	20,009	41,921	20,015	30,310	24,206	40,050	53,038	69,440	31,359	64,999	3,187	6,569	405,101
Gain/Loss on Investments	117,215	-	81,094	146,133	175,500	185,000	93,906	56,094	-	-	-	-	854,941
Expenditures													
Transfers	-	-	-	5,600,000	-	-	-	-	-	-	-	-	5,600,000
Bond Insurance Costs	-	-	-	-	-	-	-	-	-	-	-	-	-
Misc.	4,225	-	-	4,277	-	-	-	3,517	-	2,276	-	-	14,295
Water/Sewer improvements	17,099	18,744	36,548	12,247	905,218	13,914	592,286	1,107,734	202,265	31,478	22,350	484,707	3,444,589
													-
Total Expenditures	21,324	18,744	36,548	5,616,524	905,218	13,914	592,286	1,111,251	202,265	33,754	22,350	484,707	7,273,484
Ending cash available	24,020,638	24,044,589	24,111,673	18,673,109	17,968,316	18,179,847	17,734,794	16,749,077	16,578,171	16,612,437	16,595,787	16,119,773	

Actual Bond Spend Activity in Fiscal year 2025	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proceeds available to spend	16,119,773	14,851,053	14,475,366	13,888,475	13,874,567	13,288,434	12,665,970	12,507,255	12,133,660	11,505,403	11,075,562	9,484,543	
Revenues													
Bond Proceeds	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest	1,547	846	563	496	595	450	391	238	-	-	-	-	5,126
Investment Income	76,377	59,343	26,822	13,872	13,496	17,697	13,522	75,548	24,070	7,051	7,071	5,523	340,389
Gain/Loss on Investments						128,672	-	-					128,672
Expenditures													
Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-
Bond Insurance Costs	-	-	-	-	-	-	-	-	-	-	-	-	-
Misc.	2,301	-	-	2,326	-	-	-	2,349	-	2,378	-	-	9,355
Water/Sewer improvements	1,344,342	435,876	614,275	25,950	600,224	769,283	172,628	447,031	652,327	434,514	1,598,090	60,421	7,154,960
													-
Total Expenditures	1,346,644	435,876	614,275	28,276	600,224	769,283	172,628	449,380	652,327	436,892	1,598,090	60,421	7,164,316
Ending cash available	14,851,053	14,475,366	13,888,475	13,874,567	13,288,434	12,665,970	12,507,255	12,133,660	11,505,403	11,075,562	9,484,543	9,429,644	

City of Decatur
Water Bond Issue - 2022 Bond Fund 89

Month of: May 2026

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

Fund Description	Accounts for public works capital improvements in the water and sewer utilities financed by the proceeds from the issuance of bonds
Debt Issue	GO Series 2022 issued by the city dated April 28, 2022 to finance water and sewer infrastructure projects

Project	The water and sewer sustainability initiative is the first phase of a multi phase long term capital project to secure cost efficient operation, infrastructure improvements, and long-term sustainability of the city's water and sewer utilities. The initial \$133 million project investment will span 5 years with completion envisioned in 2026. Water Utility projects include, but are not limited to, South Water Treatment Plant clarifier conversion, water main replacements, treatment plant chemical system upgrade, and other projects. Sewer Utility projects include replacement of main line sanitary sewer segments within the city.
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Actual Bond Spend Activity in Fiscal year 2026	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proceeds available to spend	9,429,644	8,731,606	8,060,288	8,054,304	7,960,047	7,957,023	7,957,023	7,957,023	7,957,023	7,957,023	7,957,023	7,957,023	
Revenues													
Bond Proceeds	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	384	376	-	-	-	-	-	-	-	760
Investment Income	299	138,595	17,325	9,421	521	-	-	-	-	-	-	-	166,161
Gain/Loss on Investments						-	-	-	-				-
Expenditures													
Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-
Bond Insurance Costs	-	-	-	-	-	-	-	-	-	-	-	-	-
Misc.	2,000	-	-	1,416	-	-	-	-	-	-	-	-	3,417
Water/Sewer improvements	696,337	809,913	23,308	102,645	3,921	-	-	-	-	-	-	-	1,636,125
													-
Total Expenditures	698,338	809,913	23,308	104,062	3,921	-	-	-	-	-	-	-	1,639,542
Ending cash available	8,731,606	8,060,288	8,054,304	7,960,047	7,957,023	7,957,023	7,957,023	7,957,023	7,957,023	7,957,023	7,957,023	7,957,023	

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

Period Ending: May 2026

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	Amended Budget
REVENUE														
Actual	7,726,417	6,599,637	7,389,860	6,724,077	8,577,071								37,017,062	
Budget Projection													-	98,766,001
Vs budget in month	7,726,417	6,599,637	7,389,860	6,724,077	8,577,071	-	-	-	-	-	-	-		
Vs budget to date	7,726,417	14,326,054	21,715,914	28,439,991	37,017,062	-	-	-	-	-	-	-	37,017,062	
EXPENSE														
Personnel Expense														
Actual	6,308,328	4,079,948	4,120,777	4,181,408	4,985,680								23,676,142	
Budget Projection													-	70,672,713
Vs budget in month	6,308,328	4,079,948	4,120,777	4,181,408	4,985,680	-	-	-	-	-	-	-		72%
Vs budget to date	6,308,328	10,388,276	14,509,053	18,690,461	23,676,142	-	-	-	-	-	-	-	23,676,142	of GF Expense
Operating Expense														
Actual	1,580,770	3,754,874	1,015,349	2,829,015	1,873,512								11,053,520	
Budget Projection													-	28,093,288
Vs budget in month	1,580,770	3,754,874	1,015,349	2,829,015	1,873,512	-	-	-	-	-	-	-		28%
Vs budget to date	1,580,770	5,335,644	6,350,993	9,180,008	11,053,520	-	-	-	-	-	-	-	11,053,520	of GF Expense
TOTAL EXPENSE														
Actual	7,889,098	7,834,822	5,136,127	7,010,423	6,859,193	-	-	-	-	-	-	-	34,729,662	
Budget Projection	-	-	-	-	-	-	-	-	-	-	-	-	-	98,766,001
Vs budget in month	7,889,098	7,834,822	5,136,127	7,010,423	6,859,193	-	-	-	-	-	-	-		
Vs budget to date	7,889,098	15,723,920	20,860,046	27,870,469	34,729,662	-	-	-	-	-	-	-	34,729,662	
Surplus / (Deficit)														
Actual	(162,681)	(1,235,185)	2,253,733	(286,346)	1,717,878	-	-	-	-	-	-	-	2,287,400	
Budget Projection	-	-	-	-	-	-	-	-	-	-	-	-	-	(0)
Vs budget in month	(162,681)	(1,235,185)	2,253,733	(286,346)	1,717,878	-	-	-	-	-	-	-		
Vs budget to date	(162,681)	(1,397,866)	855,867	569,521	2,287,400	-	-	-	-	-	-	-	2,287,400	
Beginning Cash Balance														
Balance Sheet Adjustments	42,022	(30,813)	(36,501)	3,565	47,713	-	-	-	-	-	-	-		
Ending Cash Balance	20,511,093	19,245,095	21,462,327	21,179,547	22,945,138	-	-	-	-	-	-	-		

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

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

Period Ending: **May 2026**

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	Amended Budget	% of Budget
GENERAL FUND																	
GENERAL GOV TAXES																	
301103	PROPERTY TAX	10	-	-	-	-	-	-	-	-	-	-	-	-	-	13,822,232	0%
301106	MOBILE HOME PRIVILEGE TAX	10	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
301201	STATE SALES TAX	10	1,569,984	1,498,428	1,722,830	1,173,811	1,193,603	-	-	-	-	-	-	-	7,158,656	16,923,000	42%
301202	TELEPHONE UTILITY TAX	10	188,285	86,690	88,830	116,412	89,353	-	-	-	-	-	-	-	569,569	1,191,000	48%
301203	FOOD & BEVERAGE TAX	10	375,902	325,455	332,283	375,712	353,359	-	-	-	-	-	-	-	1,762,712	4,603,000	38%
301204	HOTEL AND MOTEL TAX	10	72,371	66,633	87,921	108,525	106,648	-	-	-	-	-	-	-	442,098	1,418,000	31%
301205	LOCAL SALES TAX	10	1,581,183	1,448,930	1,605,479	1,249,671	1,299,210	-	-	-	-	-	-	-	7,184,474	14,683,000	49%
301206	AVIATION FUEL TAX	10	2,101	1,601	1,316	1,428	1,956	-	-	-	-	-	-	-	8,400	30,000	28%
301207	LOCAL USE TAX	10	56,021	41,515	65,815	49,965	38,939	-	-	-	-	-	-	-	252,255	485,000	52%
301208	AUTO RENTAL TAX	10	4,729	3,475	3,995	3,233	4,264	-	-	-	-	-	-	-	19,697	60,000	33%
301209	UTILITY TAX - ELECTRIC & GAS	10	1,014,460	593,738	1,237,378	606,606	955,961	-	-	-	-	-	-	-	4,408,143	8,078,000	55%
301210	VIDEO GAMING TAX	10	196,613	163,161	160,633	196,899	227,364	-	-	-	-	-	-	-	944,669	2,492,000	38%
301302	CABLE TV TAX	10	7,954	160,398	-	-	176,339	-	-	-	-	-	-	-	344,691	773,000	45%
301304	GROCERY TAX	10	-	-	-	173,972	188,260	-	-	-	-	-	-	-	362,232	2,700,000	13%
Sub Total			5,069,602	4,390,025	5,306,479	4,056,234	4,635,256	-	-	-	-	-	-	-	23,457,596	67,258,232	35%
GENERAL GOVERNMENT (INTERGOV)																	
302102	LOCAL REPLACEMENT TAX	10	-	1,125	8,776	943	-	-	-	-	-	-	-	-	10,843	32,000	34%
302104	STATE REPLACEMENT TAX	10	243,728	-	77,003	127,148	312,810	-	-	-	-	-	-	-	760,689	1,035,000	73%
302105	STATE INCOME TAX	10	1,342,248	1,075,130	716,499	1,332,565	2,181,746	-	-	-	-	-	-	-	6,648,188	13,890,000	48%
302106	FEDERAL GRANTS	10	-	(9,020)	11,925	-	-	-	-	-	-	-	-	-	2,905	200,000	1%
302107	STATE GRANTS OR OTHER	10	-	62,229	-	-	-	-	-	-	-	-	-	-	62,229	100,000	62%
302114	POLICE OT REIMBURSEMENTS	10	6,762	4,746	4,846	6,131	2,998	-	-	-	-	-	-	-	25,483	87,000	29%
302121	CANNABIS TAX	10	11,109	8,506	8,154	9,739	11,359	-	-	-	-	-	-	-	48,866	116,000	42%
302126	OPIOID TREATMENT FUNDING	10	-	-	-	-	-	-	-	-	-	-	-	-	-	300,000	0%
308879	ADDI REIMBURSEMENT	10	2,117	2,117	2,117	2,117	2,117	-	-	-	-	-	-	-	10,585	-	-
Sub Total			1,605,965	1,144,832	829,320	1,478,643	2,511,029	-	-	-	-	-	-	-	7,569,789	15,760,000	48%
GEN GOVERNMENT SERVICE CHARGE																	
303607	PAYMENT IN LIEU OF TAXES	10	171,643	171,643	171,643	171,643	171,643	-	-	-	-	-	-	-	858,215	2,059,719	42%
303608	RISK & EE BENEFIT SERVICES	10	16,218	16,218	16,218	16,218	16,218	-	-	-	-	-	-	-	81,090	194,616	42%
303621	ADMIN SERVICES	10	263,920	263,920	263,920	263,920	263,920	-	-	-	-	-	-	-	1,319,600	3,167,040	42%
303622	PUBLIC WORKS SERVICES	10	136,026	136,026	136,026	136,026	136,026	-	-	-	-	-	-	-	680,130	1,632,312	42%
303626	BLDG INSPECTION SERVICES	10	12,300	12,300	12,300	12,300	12,300	-	-	-	-	-	-	-	61,500	147,600	42%
303628	SEWER FUND-EPA	10	34,346	34,346	34,346	34,346	34,346	-	-	-	-	-	-	-	171,730	412,152	42%
306700	IT SERVICES	10	47,916	47,916	47,916	47,916	47,916	-	-	-	-	-	-	-	239,580	575,000	42%
306707	CDBG PERSONNEL/EXP REIMB	10	38,672	3,984	84,682	3,984	37,076	-	-	-	-	-	-	-	168,397	525,000	32%
306751	HOME PERSONNEL/EXP REIMB	10	8,865	-	5,373	-	7,104	-	-	-	-	-	-	-	21,343	150,000	14%
306753	DUATS PERSONNEL/EXP REIMB	10	-	-	-	-	-	-	-	-	-	-	-	-	-	160,000	0%
306762	TRANSFER FROM COM. GRANTS	10	-	-	2,909	-	1,686	-	-	-	-	-	-	-	4,596	-	-
Sub Total			729,906	686,353	775,334	686,353	728,235	-	-	-	-	-	-	-	3,606,180	9,023,439	40%
GENERAL GOV LICENSES/PERMITS																	
304300	ANIMAL REGISTRATION LATE FEES	10	1,020	1,610	1,480	1,305	975	-	-	-	-	-	-	-	6,390	12,000	53%
304302	GARBAGE HAULERS	10	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000	0%
304303	CONTRACTOR LICENSES	10	3,976	1,325	625	1,000	650	-	-	-	-	-	-	-	7,576	29,000	26%
304304	LIQUOR LICENSES	10	1,679	100	300	200	355,450	-	-	-	-	-	-	-	357,729	603,000	59%
304307	OTHER LICENSES	10	8,561	4,430	4,000	3,257	1,490	-	-	-	-	-	-	-	21,738	310,000	7%
304401	BUILDING PERMITS	10	45,497	30,581	184,072	40,043	61,976	-	-	-	-	-	-	-	362,169	1,036,000	35%
304404	BUSINESS LICENSE FEE	10	-	600	(600)	-	-	-	-	-	-	-	-	-	-	-	-
Sub Total			60,733	38,646	189,877	45,805	420,541	-	-	-	-	-	-	-	755,602	2,010,000	38%

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

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

Period Ending: **May 2026**

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	Amended Budget	% of Budget
GENERAL GOV FINES/FEES																	
303301	ON STREET PARKING	10	225	177	405	314	270	-	-	-	-	-	-	-	1,391	6,000	23%
303302	PARKING LOT 1	10	1,260	1,036	1,605	754	1,695	-	-	-	-	-	-	-	6,350	15,000	42%
303306	PARKING LOT 10	10	294	282	363	192	405	-	-	-	-	-	-	-	1,535	6,000	26%
303308	GARAGE C	10	6,010	1,105	1,190	1,540	640	-	-	-	-	-	-	-	10,485	29,000	36%
303310	RESIDENTIAL PARKING	10	120	180	120	180	240	-	-	-	-	-	-	-	840	1,500	56%
303312	DOWNTOWN EMPL PARKING PERMITS	10	1,375	1,335	1,408	1,830	1,390	-	-	-	-	-	-	-	7,338	21,000	35%
304490	ADMIN COURT FINES	10	3,809	5,892	6,483	4,970	7,844	-	-	-	-	-	-	-	28,998	60,000	48%
305500	ADMINISTRATIVE COURT FEES	10	980	2,979	4,570	3,137	3,921	-	-	-	-	-	-	-	15,587	35,000	45%
305501	COURT FINES	10	12,241	9,086	12,231	13,224	10,631	-	-	-	-	-	-	-	57,413	139,000	41%
305502	BOOT FEE	10	255	280	315	175	35	-	-	-	-	-	-	-	1,060	2,000	53%
305503	WEED CUTTING FEES	10	1,076	2,241	3,711	4,684	4,899	-	-	-	-	-	-	-	16,612	48,000	35%
305505	ILLEGAL USE OF VEHICLE	10	22,500	17,640	32,730	17,250	12,400	-	-	-	-	-	-	-	102,520	297,000	35%
305506	OVERTIME PARKING FEES	10	9,737	7,852	10,704	6,350	6,460	-	-	-	-	-	-	-	41,104	100,000	41%
305507	VARIANCE AND ZONING	10	750	250	615	790	160	-	-	-	-	-	-	-	2,565	4,000	64%
305513	OTHER FINES AND FEES	10	6,196	8,190	13,530	7,959	8,653	-	-	-	-	-	-	-	44,529	110,000	40%
305516	PET CITATIONS	10	5,506	15,274	8,360	8,267	7,941	-	-	-	-	-	-	-	45,348	53,000	86%
305520	TRASH & CLEAN UP FINES	10	4,086	11,070	11,524	9,176	11,734	-	-	-	-	-	-	-	47,590	125,000	38%
305522	BACKGROUND CHECK FEES	10	280	400	520	320	520	-	-	-	-	-	-	-	2,040	10,000	20%
Sub Total			76,701	85,269	110,384	81,113	79,838	-	-	-	-	-	-	-	433,304	1,061,500	41%
INVESTMENT																	
307101	INTEREST INCOME	10	10,065	12,072	10,974	12,678	13,563	-	-	-	-	-	-	-	59,351	120,000	49%
307141	INVESTMENT INCOME	10	-	61,413	98,697	56,141	10,537	-	-	-	-	-	-	-	226,788	280,000	81%
Sub Total			10,065	73,484	109,671	68,819	24,099	-	-	-	-	-	-	-	286,138	400,000	72%
GENERAL GOV OTHER INCOME																	
303413	AMEREN FRANCHISE PAYMENTS	10	76,759	76,759	-	153,519	76,759	-	-	-	-	-	-	-	383,797	921,000	42%
303415	PROFESSIONAL STANDARDS	10	4,754	-	-	-	-	-	-	-	-	-	-	-	4,754	3,900	122%
303510	ELECTRIC AGGREGATION ADMIN	10	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
303511	EV CHARGING STATION INCOME	10	-	-	227	1,920	1,479	-	-	-	-	-	-	-	3,626	-	-
308801	RENTAL OF CITY PROPERTY	10	-	-	-	-	-	-	-	-	-	-	-	-	-	15,000	0%
308802	SALE OF CITY PROPERTY	10	5,400	1,103	200	-	64	-	-	-	-	-	-	-	6,767	1,000	677%
308803	SALE OF OTHER PROPERTY	10	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000	0%
308810	DAMAGE TO CITY PROPERTY	10	310	200	410	210	410	-	-	-	-	-	-	-	1,539	47,000	3%
308814	INVENTORY REIMBURSEMENTS	10	-	1,003	-	-	1,581	-	-	-	-	-	-	-	2,584	-	-
308817	NOISE ORDINANCE FINES	10	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
308890	REIMBURSEMENT OF EXPENSE	10	24	24	47	47	46	-	-	-	-	-	-	-	188	11,000	2%
308898	BANK RECONCILIATION ADJ	10	-	5	1	0	1	-	-	-	-	-	-	-	7	5,000	0%
308899	MISCELLANEOUS INCOME	10	11,776	2,383	14,736	2,621	3,417	-	-	-	-	-	-	-	34,932	50,929	69%
Sub Total			99,023	81,477	15,620	158,317	83,757	-	-	-	-	-	-	-	438,193	1,055,829	42%
PUBLIC SAFETY INTERGOVERNMENT																	
302110	ETSB ENHANCED 911	10	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
302403	FIRE TRAINING REIMBURSEMENT	10	-	424	-	-	-	-	-	-	-	-	-	-	424	16,000	3%
302404	POLICE TRAINING REIMBURSEMENT	10	-	-	-	-	-	-	-	-	-	-	-	-	-	99,000	0%
Sub Total			-	424	-	-	-	-	-	-	-	-	-	-	424	115,000	0%
PUBLIC SAFETY TRANSFER																	
303405	SCHOOL DISTRICT REIMB	10	-	-	-	-	-	-	-	-	-	-	-	-	-	775,000	0%
310010	FIRE PROGRAMS	10	160	250	280	120	40	-	-	-	-	-	-	-	850	8,000	11%
Sub Total			160	250	280	120	40	-	-	-	-	-	-	-	850	783,000	0%
PUBLIC SAFETY FINES & FEES																	
305512	FIRE & BURGLAR ALARMS	10	5,600	-	400	1,454	-	-	-	-	-	-	-	-	7,454	8,000	93%
305514	POLICE RECORDS	10	1,247	1,449	740	1,278	1,081	-	-	-	-	-	-	-	5,796	8,000	72%
308800	PUBLIC SAFETY LIFT ASSIST FEES	10	2,000	1,283	2,500	2,000	5,000	-	-	-	-	-	-	-	12,783	14,000	91%
Sub Total			8,847	2,732	3,640	4,732	6,081	-	-	-	-	-	-	-	26,032	30,000	87%
PROPERTY TAX ROAD & BRIDGE																	
301102	ROAD & BRIDGE TAX	10	-	-	-	-	-	-	-	-	-	-	-	-	-	425,000	0%
Sub Total			-	-	-	-	-	-	-	-	-	-	-	-	-	425,000	0%

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

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

Period Ending: May 2026

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	Amended Budget	% of Budget
HIGHWAYS/STREETS INTERGOVERNMENTAL																	
302401	STATE ROUTE MAINTENANCE	10	-	-	-	-	-	-	-	-	-	-	-	-	-	115,000	0%
	Sub Total		-	-	-	-	-	-	-	-	-	-	-	-	-	115,000	0%
303601	MFT REIMB-MSC/TRAF SIGNAL	10	39,301	57,788	25,059	96,436	44,855	-	-	-	-	-	-	-	263,439	670,000	39%
303606	WATER STREET CUTS	10	26,115	38,357	24,196	47,505	43,340	-	-	-	-	-	-	-	179,514	260,000	69%
	Sub Total		65,417	96,145	49,255	143,941	88,195	-	-	-	-	-	-	-	442,953	930,000	48%
	General Fund Total		7,726,418	6,599,637	7,389,860	6,724,077	8,577,071	-	-	-	-	-	-	-	37,017,062	98,967,000	37%
93	306700 Strategic Initiative		-	-	-	-	-	-	-	-	-	-	-	-	-	-	nm
	Sub Total		-	-	-	-	-	-	-	-	-	-	-	-	-	-	nm
Other Funds																	
	COMMUNITY GRANT	16	1	1	1	1	1	-	-	-	-	-	-	-	5	754,940	0%
	HOME PROGRAM	17	5,999	3,657	109,909	84,745	3,117	-	-	-	-	-	-	-	207,427	2,303,700	9%
	CDBG	18	16,187	89,207	343,310	283,451	2,739	-	-	-	-	-	-	-	734,894	3,249,309	23%
	WABASH CROSSING TIF	21	414	3,845	5,636	3,394	1,034	-	-	-	-	-	-	-	14,323	425,000	3%
	DUATS	22	25	15,136	17,947	350	97	-	-	-	-	-	-	-	33,556	501,000	7%
	EASTGATE TIF	23	18,990	21,050	22,348	21,001	19,409	-	-	-	-	-	-	-	102,798	445,000	23%
	SOUTHSIDE TIF	24	118	1,083	1,606	964	294	-	-	-	-	-	-	-	4,064	96,500	4%
	STATE DRUG ENFORCEMENT	25	245	95	19,794	389	14,871	-	-	-	-	-	-	-	35,395	103,700	34%
	DUI COURT FINES	26	3,338	2,186	4,049	2,647	99	-	-	-	-	-	-	-	12,319	107,600	11%
	POLICE PROGRAMS/LAB	27	60	561	820	490	149	-	-	-	-	-	-	-	2,080	5,800	36%
	PINES SHOPPING CENTER TIF	28	3,109	3,113	3,474	3,326	3,159	-	-	-	-	-	-	-	16,181	150,800	11%
	GRAND & OAKLAND TIF	29	5,854	6,540	7,221	6,648	6,028	-	-	-	-	-	-	-	32,291	231,830	14%
	FEDERAL DRUG ENFORCEMENT	30	92	99	90	114	117	-	-	-	-	-	-	-	511	86,000	1%
	POLICE CAPITAL	33	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	BUILDING FUND	34	50,033	50,841	50,307	49,827	54,435	-	-	-	-	-	-	-	255,442	700,198	36%
	LIBRARY OPERATIONS	35	132,907	193,164	83,096	87,112	155,301	-	-	-	-	-	-	-	651,579	4,658,720	14%
	BAND	36	977	1,129	1,203	1,374	1,008	-	-	-	-	-	-	-	5,690	82,872	7%
	FOREIGN FIRE INSURANCE	37	4,259	332	441	365	298	-	-	-	-	-	-	-	5,694	281,400	2%
	PEG PROJECTS	40	1,607	7,463	231	141	8,534	-	-	-	-	-	-	-	17,976	56,094	32%
	LOCAL STREETS & ROADS	42	130,286	164,955	140,094	151,091	191,144	-	-	-	-	-	-	-	777,570	1,855,000	42%
	CAPITAL STREET PROJECTS	45	369	34,277	4,685	697,957	1,202	-	-	-	-	-	-	-	738,489	740,038	100%
	MFT PROJECTS	46	377,804	658,712	377,012	245,515	343,499	-	-	-	-	-	-	-	2,002,541	14,967,055	13%
	FIRE CAPITAL	49	-	-	-	-	150,000	-	-	-	-	-	-	-	150,000	-	-
	DEBT SERVICE	50	11,782	1,696,693	16,828	15,015	12,855	-	-	-	-	-	-	-	1,753,172	2,704,730	65%
	LIBRARY CAPITAL	58	7	255	98	59	18	-	-	-	-	-	-	-	437	-	-
	LIBRARY TRUST FUNDS	59	1,116	23,700	826	20,175	9,610	-	-	-	-	-	-	-	55,426	100,000	55%
	FLEET MAINTENANCE	60	268,386	269,728	288,080	282,368	292,524	-	-	-	-	-	-	-	1,401,085	3,242,974	43%
	EQUIPMENT REPLACEMENT	61	530	3,214	35,270	8,039	20,453	-	-	-	-	-	-	-	67,506	7,269,165	1%
	RISK MANAGEMENT	64	319,680	352,242	341,990	328,820	321,954	-	-	-	-	-	-	-	1,664,686	3,993,324	42%
	EMPLOYEE BENEFIT	65	1,632,119	1,186,742	1,191,511	1,178,983	1,209,024	-	-	-	-	-	-	-	6,398,379	17,374,743	37%
	PUBLIC TRANSIT	70	2,003,123	1,605,406	2,941,117	3,254,352	58,598	-	-	-	-	-	-	-	9,862,595	36,704,706	27%
	FIBER OPTICS	77	7,136	6,230	15,100	5,900	5,450	-	-	-	-	-	-	-	39,816	86,342	46%
	STORMWATER PROJECTS	78	206,061	315,597	231,970	262,844	298,968	-	-	-	-	-	-	-	1,315,440	2,681,656	49%
	SEWER PROJECTS	79	2,357,882	1,033,548	814,267	(12,969)	740,177	-	-	-	-	-	-	-	4,932,904	18,231,155	27%
	WATER	80	3,005,759	2,997,973	3,164,331	3,052,678	3,044,541	-	-	-	-	-	-	-	15,265,281	39,015,204	39%
	WATER CAPITAL	81	4,681	247,440	67,452	1,763,460	136,118	-	-	-	-	-	-	-	2,219,151	26,643,134	8%
	COMMUNITY REVITALIZATION	84	49,285	18,388	22,642	291,121	24,244	-	-	-	-	-	-	-	405,680	1,474,000	28%
	GRANTS	85	241,664	93	80	1,973,410	(1,972,494)	-	-	-	-	-	-	-	242,754	5,318,422	5%
	WATER RESERVE FUND	86	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	RECYCLING	88	72,097	61,088	76,486	62,700	64,865	-	-	-	-	-	-	-	337,236	803,000	42%
	WATER BOND FUND	89	299	138,595	17,325	9,805	897	-	-	-	-	-	-	-	166,920	305,000	55%
	FIRE PENSION	90	190,077	2,592,125	2,322,883	(5,496,502)	6,830,526	-	-	-	-	-	-	-	6,439,109	16,740,532	38%
	POLICE PENSION	91	264,874	4,458,098	4,497,989	(7,195,344)	8,893,080	-	-	-	-	-	-	-	10,918,697	17,370,416	63%
	ITEG	92	-	-	-	-	-	-	-	-	-	-	-	-	-	397,407	0%
	CENTRAL TIF	120	-	-	-	-	-	-	-	-	-	-	-	-	-	210,000	0%
	Total Other Funds		11,389,231	18,264,596	17,239,517	1,445,815	20,947,942	-	-	-	-	-	-	-	69,287,101	232,468,466	30%
	Grand Total Revenues		19,115,648	24,864,233	24,629,376	8,169,892	29,525,013	-	-	-	-	-	-	-	106,304,163	331,435,466	32%

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

home

Net Assessed Value \$: 1,208,277,575 not certified
City Tax Rate: 1.38467% not certified

Assessed Value Year 2025
Pay Year 2026
In Process

note	Tax Levy Item	Fund	Net Assessed Value certified	input	input	input	Billed \$ Amount certified
				Tax Rate certified	Tax Levy \$ Amount ordinance	Extension \$ Amount certified	
	General Obligation Bond Debt	50	1,208,277,575	0.07121%	860,414.00	860,414.35	860,414.35
	General Purpose	10	1,208,277,575	0.00000%	-	0.01	0.01
	Fire Pension	10	1,208,277,575	0.46885%	5,665,000.00	5,665,008.70	5,665,008.70
	Police Pension	10	1,208,277,575	0.56569%	6,835,000.00	6,835,104.56	6,835,104.56
	City Library	35	1,208,277,575	0.27312%	3,300,000.00	3,300,047.30	3,300,047.30
	Municipal Band	36	1,208,277,575	0.00580%	70,000.00	70,080.09	70,080.09
	Public Transit	70					
	xxxxx	xx					
1	Total City		1,208,277,575	1.38467%	16,730,414.00	16,730,655.01	16,730,655.01
			ok	ok	ok	ok	ok
	TIF District (tax code district)		input	Tax Rate	input	input	Billed \$ Amount
			AV Increment Value	not certified	AV Increment \$ Amount	Extension \$ Amount	not certified
	ZTF3 Pines TIF (4062)	28	-	0.00000%	-	-	-
	ZTF5 Olde Towne TIF (4555)	19	-		-	-	-
	ZTF6 Near North TIF (4455)	21	-	0.00000%	-	-	-
	ZTF8 Eastgate TIF (9543)	23	-	0.00000%	-	-	-
	ZTF0 Grand & Oakland (4062)	29	-	0.00000%	-	-	-
	ZTFA SS Redevelopment (xxxx)	24	-	0.00000%	-	-	-
	ZTFH Central TIF (xxxx)	120	-	0.00000%	-	-	-
	xxxxx	xx			-	-	-
2	Redevelopment TIF		-		-	-	-
			ok		ok	ok	ok
	Total Property Tax Levy				16,730,414.00	16,730,655.01	16,730,655.01

Note(s)

- 1 Data per City of Decatur 2025 Tax Levy - certification and extension dated April 20, 2026 certified May 12, 2026 received by City May 12, 2026
2 Data per Macon County - AV increment, Tax Rates, certification and extension dated April xx, 2026 received by City April xx, 2026

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

2025
2026

In Process

Tax Levy Item	Fund	Billed \$ Amount	99.0% Collection Rate	Expected Collection \$ Amount	input							Total Distribution	Expected Account Receivable \$ Amount	Actual Collection Rate
					Distribution 1 xx/xx/2026	Distribution 2 xx/xx/2026	Distribution 3 xx/xx/2026	Distribution 4 xx/xx/2026	Distribution 5 xx/xx/2026	Distribution 6	Distribution 7			
GO Bond Debt	50	860,414.35	99.0%	851,810.00								-	update formula(s) 851,810.00	0.0%
General Purpose	10	0.01	99.0%	-								-	-	0.0%
Fire Pension	10	5,665,008.70	99.0%	5,608,359.00								-	5,608,359.00	0.0%
Police Pension	10	6,835,104.56	99.0%	6,766,754.00								-	6,766,754.00	0.0%
City Library	35	3,300,047.30	99.0%	3,267,047.00								-	3,267,047.00	0.0%
Municipal Band	36	70,080.09	99.0%	69,379.00								-	69,379.00	0.0%
Public Transit														
Total City		16,730,655.01		16,563,349.00	-	-	-	-	-	-	-	-	16,563,349.00	0.0%
													City Collection Rate:	0.0%
ZTF3 Pines (4062)	28	-	100.0%	-								-	-	-
ZTF5 Olde Towne TIF (4555)	19													
ZTF6 Near North (4455)	21	-	10.0%	-								-	-	-
ZTF8 Eastgate (9543)	23	-	100.0%	-								-	-	-
ZTF0 Grand/Oakland (xxxx)	29	-	100.0%	-								-	-	-
ZTFA Southside (xxxx)	24	-	100.0%	-								-	-	-
ZTFH Central TIF	120	-	90.0%	-								-	-	-
xxxxx	xx													
Redevelopment TIF		-		-	-	-	-	-	-	-	-	-	-	-
													City Collection Rate:	#DIV/0!
Total Property Tax Levy		16,730,655.01		16,563,349.00	-	-	-	-	-	-	-	-	16,563,349.00	0.0%
													City Collection Rate:	0.0%
					ok	ok	ok	ok	ok	xx	xx			

Footnote (Not a part of City Tax Levy)
Decatur Road & Bridge Tax Distribution 100831-301102

Footnote (Not a part of City Tax Levy)
Decatur Mobile Home Privilege Tax Distribution 100231-301106

Revenue Receipt Journal Entry Information		update formula(s)
GL account	\$ Amount	
GO Bond Debt	5043500-301103	-
General Purpose	100231-301103	-
Fire Pension	100231-301103	-
Police Pension	100231-301103	-
City Library	3559350-301103	-
Municipal Band	3643360-301103	-
ZTF3 Pines TIF (4062)	2843281-301103	-
ZTF5 Olde Towne TIF (4555)		
ZTF6 Near North TIF (4455)	2143210-301103	-
ZTF8 Eastgate TIF (9543)	2343230-301103	-
ZTF0 Grand & Oakland (xx)	2943291-301103	-
ZTFA SS Redevelopment (xx)	2443241-301103	-
ZTFH Central TIF (xx)	T120452-301103	-
xxxxx		
Total Property Tax Levy		-
Road & Bridge Tax	100831-301102	-
Mobile Home Privilege Tax	100231-301106	-
Total		-
test to agree with row 43 s/b "0"		

Note(s) of payment receipt

- 1 Payment received xx/xx/2026 from Macon County Treasurer with ACH dated
- 2 Payment received xx/xx/2026 from Macon County Treasurer with ACH dated
- 3 Payment received xx/xx/2026 from Macon County Treasurer with ACH dated
- 4 Payment received xx/xx/2026 from Macon County Treasurer with ACH dated
- 5 Payment received xx/xx/2026 from Macon County Treasurer with ACH dated
- 6 Payment received xx/xx/2026 from Macon County Treasurer with ACH dated
- 7 Payment received xx/xx/2026 from Macon County Treasurer with ACH dated

Schedule preparation note
Data input cells are color shaded

Non shaded cells are formula driven cells / do not input data to non shaded cells
Journal Entry column F is formula driven and requires update with each tax distribution in columns G to M

Prepared By:
Office of the City Treasurer May 12, 2026

City of Decatur
City Treasurer's Financial Report
Expenditure Tracking

May 2026

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	Amended Budget	YTD % of Budget
General Government																		
010	LEGISLATIVE	10	5,468	3,953	2,969	2,801	2,777	-	-	-	-	-	-	-	17,969	73,322	73,322	25%
015	EXECUTIVE	10	100,868	72,473	11,490	38,716	51,366	-	-	-	-	-	-	-	274,913	1,172,655	1,172,655	23%
016	HUMAN RESOURCES	10	99,749	72,837	79,490	87,836	80,810	-	-	-	-	-	-	-	420,722	1,061,236	1,061,236	40%
017	INFORMATION TECHNOLOGIES	10	223,243	249,868	123,721	271,635	416,982	-	-	-	-	-	-	-	1,285,450	2,786,891	2,786,891	46%
018	DATA & COMMUNICATIONS	10	19,016	10,567	10,587	17,852	33,712	-	-	-	-	-	-	-	91,734	669,096	669,096	14%
019	CITY CLERK	10	-	-	68,608	20,457	19,690	-	-	-	-	-	-	-	108,755	-	-	-
020	LEGAL	10	168,098	103,610	91,624	98,097	90,467	-	-	-	-	-	-	-	551,896	1,354,078	1,354,078	41%
035	FINANCE	10	200,556	139,267	146,215	148,144	179,455	-	-	-	-	-	-	-	813,636	1,982,031	1,982,031	41%
037	PURCHASING	10	26,943	17,053	17,155	20,261	20,872	-	-	-	-	-	-	-	102,284	249,110	249,110	41%
038	CIVIC CENTER	10	6,104	47,944	29,946	47,636	28,366	-	-	-	-	-	-	-	159,996	513,500	513,500	31%
039	CITY GENERAL ADMINISTRATIVE	10	69,961	2,152,106	5,017	849,977	193,368	-	-	-	-	-	-	-	3,270,428	7,929,476	7,929,476	41%
040	CENTRAL BUSINESS DISTRICT	10	3,021	3,832	4,726	2,877	2,949	-	-	-	-	-	-	-	17,405	-	-	-
Sub Total			923,025	2,873,510	591,549	1,606,289	1,120,814	-	-	-	-	-	-	-	7,115,187	17,791,395	17,791,395	40%
Community & Economic Development Services																		
050	PLANNING & SUSTAINABILITY	10	105,528	75,717	72,089	79,290	89,688	-	-	-	-	-	-	-	422,312	1,303,599	1,303,599	32%
052	BUILDING INSPECTIONS	10	67,442	51,270	61,371	59,833	63,534	-	-	-	-	-	-	-	303,450	1,011,335	1,011,335	30%
053	NEIGHBORHOOD INSPECTIONS	10	102,919	79,204	75,574	75,955	181,027	-	-	-	-	-	-	-	514,680	1,564,108	1,564,108	33%
054	REVITALIZATION & HOUSING	10	71,854	37,345	37,702	37,455	37,389	-	-	-	-	-	-	-	221,744	653,460	653,460	34%
055	ECONOMIC DEVELOPMENT	10	1,042	5,565	7,222	857	1,715	-	-	-	-	-	-	-	16,401	175,300	175,300	9%
Sub Total			348,785	249,100	253,959	253,390	373,354	-	-	-	-	-	-	-	1,478,587	4,707,802	4,707,802	31%
Public Safety																		
065	POLICE	10	3,614,786	2,367,572	2,074,623	2,586,953	2,267,269	-	-	-	-	-	-	-	12,911,204	38,460,356	38,460,356	34%
070	FIRE	10	1,929,823	1,338,153	1,395,209	1,410,034	2,059,600	-	-	-	-	-	-	-	8,132,818	25,742,601	25,742,601	32%
Sub Total			5,544,608	3,705,725	3,469,832	3,996,987	4,326,869	-	-	-	-	-	-	-	21,044,021	64,202,957	64,202,957	33%
Public Works																		
080	PUBLIC WORKS ADMIN	10	52,749	47,355	48,307	56,993	48,129	-	-	-	-	-	-	-	253,533	579,917	579,917	44%
082	ENGINEERING	10	182,335	120,249	125,189	122,566	123,645	-	-	-	-	-	-	-	673,983	1,593,711	1,593,711	42%
083	MUNICIPAL SERVICES	10	661,760	440,062	448,942	467,033	512,657	-	-	-	-	-	-	-	2,530,454	5,831,493	5,831,493	43%
084	STREETS	10	108,844	109,903	114,312	117,818	101,041	-	-	-	-	-	-	-	551,918	1,251,639	1,251,639	44%
086	TRAFFIC & PARKING	10	37,802	262,804	55,736	334,610	207,658	-	-	-	-	-	-	-	898,610	1,973,474	1,973,474	46%
088	LAND & BUILDING MGMT	10	29,191	26,115	28,299	54,737	45,026	-	-	-	-	-	-	-	183,368	833,613	833,613	22%
Sub Total			1,072,680	1,006,487	820,787	1,153,757	1,038,156	-	-	-	-	-	-	-	5,091,866	12,063,847	12,063,847	42%
General Fund Expenditure Total			7,889,098	7,834,822	5,136,127	7,010,423	6,859,193	-	-	-	-	-	-	-	34,729,662	98,766,001	98,766,001	35%
Community & Economic Development																		
16	COMMUNITY GRANT	16	-	703	2,909	5,676	1,774	-	-	-	-	-	-	-	11,062	754,940	754,940	1%
17	HOME PROGRAM	17	9,305	101,939	7,123	89,854	8,155	-	-	-	-	-	-	-	216,377	2,187,966	2,187,966	10%
18	CDBG PROGRAM	18	91,405	176,243	149,267	281,869	81,853	-	-	-	-	-	-	-	780,637	3,115,499	3,115,499	25%
22	DUATS	22	-	1,616	1,704	461	1,939	-	-	-	-	-	-	-	5,719	501,000	501,000	1%
70	PUBLIC TRANSIT	70	1,252,376	1,291,011	1,375,838	1,379,662	1,305,800	-	-	-	-	-	-	-	6,604,687	27,259,712	27,259,712	24%
84	COMMUNITY REVITALIZATION	84	27,650	45,855	53,300	93,795	29,290	-	-	-	-	-	-	-	249,890	2,100,000	2,100,000	12%
88	RECYCLING	88	65,095	85,725	160,120	85,910	37,384	-	-	-	-	-	-	-	434,233	757,668	757,668	57%
Sub Total			1,445,830	1,703,092	1,750,262	1,937,226	1,466,195	-	-	-	-	-	-	-	8,302,605	36,676,785	36,676,785	23%
Redevelopment & TIF																		
21	WABASH CROSSING TIF	21	-	-	375	375	-	-	-	-	-	-	-	-	750	410,000	410,000	0%
23	EASTGATE TIF	23	-	-	-	-	-	-	-	-	-	-	-	-	-	400,000	400,000	0%
24	SOUTHSIDE TIF	24	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000	25,000	0%
28	PINES SHOPPING CENTER TIF	28	-	-	-	-	-	-	-	-	-	-	-	-	-	150,000	150,000	0%
29	GRAND & OAKLAND TIF	29	-	-	-	-	-	-	-	-	-	-	-	-	-	231,830	231,830	0%
120	CENTRAL TIF	120	-	-	-	-	474	-	-	-	-	-	-	-	474	210,000	210,000	0%
Sub Total			-	-	375	375	474	-	-	-	-	-	-	-	1,224	1,426,830	1,426,830	0%

City of Decatur
City Treasurer's Financial Report
Expenditure Tracking

May 2026

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	Amended Budget	YTD % of Budget
Public Safety																		
25	STATE DRUG ACTIVITIES	25	36,416	5,625	1,252	14,473	(28,503)	-	-	-	-	-	-	-	29,262	140,000	140,000	21%
26	DUI COURT FINES	26	373	3,498	20,197	2,432	3,360	-	-	-	-	-	-	-	29,859	107,500	107,500	28%
27	POLICE PROGRAMS/LAB	27	-	555	-	166	285	-	-	-	-	-	-	-	1,006	5,500	5,500	18%
30	FEDERAL DRUG ENFORCEMENT	30	-	-	-	-	-	-	-	-	-	-	-	-	-	148,000	148,000	0%
37	FOREIGN FIRE INSURANCE	37	32,407	15,727	50,321	40,654	34,005	-	-	-	-	-	-	-	173,114	281,400	281,400	62%
Sub Total			69,196	25,404	71,769	57,725	9,146	-	-	-	-	-	-	-	233,240	682,400	682,400	34%
Debt Service																		
50	DEBT SERVICE PAYMENTS	50	-	605,296	-	-	-	-	-	-	-	-	-	-	605,296	1,861,764	1,861,764	33%
Sub Total			-	605,296	-	-	-	-	-	-	-	-	-	-	605,296	1,861,764	1,861,764	33%
Public Works																		
42	LOCAL MFT PROJECTS	42	52,583	3,053	189,795	1,850	380	-	-	-	-	-	-	-	247,661	3,325,000	3,325,000	7%
45	CAPITAL PROJECTS	45	5,000	198,384	(25,000)	24,490	25,391	-	-	-	-	-	-	-	228,265	1,670,038	1,733,738	13%
46	STATE MFT PROJECTS	46	335,701	466,081	139,354	520,375	395,666	-	-	-	-	-	-	-	1,857,177	18,395,936	18,395,936	10%
60	FLEET OPERATIONS	60	195,320	351,528	212,497	282,453	221,375	-	-	-	-	-	-	-	1,263,173	4,940,472	4,940,472	26%
61	EQUIPMENT REPLACEMENT	61	2,275	300,456	234,169	118,458	199,938	-	-	-	-	-	-	-	855,295	6,884,165	6,884,165	12%
78	STORM WATER PROJECTS	78	115,738	352,000	100,276	107,765	221,561	-	-	-	-	-	-	-	897,340	3,689,866	3,689,866	24%
79	SEWER PROJECTS	79	596,991	360,424	573,627	1,188,370	1,234,991	-	-	-	-	-	-	-	3,954,402	20,057,544	20,057,544	20%
Sub Total			1,303,609	2,031,925	1,424,717	2,243,762	2,299,302	-	-	-	-	-	-	-	9,303,314	58,963,021	59,026,721	16%
Library																		
35	LIBRARY OPERATIONS	35	442,051	448,198	340,405	341,084	345,868	-	-	-	-	-	-	-	1,917,607	4,981,310	4,981,310	38%
58	LIBRARY CAPITAL PROJECTS	58	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
59	LIBRARY TRUST FUNDS	59	428	8,309	3,455	6,413	5,514	-	-	-	-	-	-	-	24,119	130,000	130,000	19%
Sub Total			442,480	456,507	343,860	347,497	351,382	-	-	-	-	-	-	-	1,941,726	5,111,310	5,111,310	38%
Internal Service and Other																		
34	BUILDING FUND	34	17,384	74,493	47,327	77,846	50,134	-	-	-	-	-	-	-	267,184	787,174	787,174	34%
36	BAND	36	3,406	140	2,479	14	(190)	-	-	-	-	-	-	-	5,848	97,872	97,872	6%
40	PEG CAPITAL PROGRAMMING	40	21	21	21	666	21	-	-	-	-	-	-	-	752	57,124	57,124	1%
64	RISK MANAGEMENT	64	303,096	15,989	27,931	220,355	40,455	-	-	-	-	-	-	-	607,826	3,975,444	3,975,444	15%
65	BENEFIT INSURANCE	65	350,036	2,395,027	1,139,450	975,251	1,085,772	-	-	-	-	-	-	-	5,945,536	17,256,349	17,256,349	34%
77	FIBER OPTICS	77	5,083	2,083	15,543	5,083	12,543	-	-	-	-	-	-	-	40,335	162,996	162,996	25%
85	GRANT FUND	85	-	-	-	-	60,000	-	-	-	-	-	-	-	60,000	5,518,462	5,518,462	1%
Sub Total			679,026	2,487,753	1,232,751	1,279,216	1,248,735	-	-	-	-	-	-	-	6,927,481	27,855,421	27,855,421	25%
Water Utility																		
80	WATER UTILITY	80	1,855,032	9,764,648	1,680,374	1,921,018	1,552,381	-	-	-	-	-	-	-	16,773,453	38,408,757	38,408,757	44%
81	WATER CAPITAL	81	358,128	255,932	280,673	990,333	526,680	-	-	-	-	-	-	-	2,411,747	30,153,292	30,153,292	8%
89	2022 BOND FUND	89	698,338	809,913	23,308	104,062	3,921	-	-	-	-	-	-	-	1,639,542	5,235,654	5,235,654	31%
Sub Total			2,911,498	10,830,493	1,984,355	3,015,413	2,082,982	-	-	-	-	-	-	-	20,824,742	73,797,703	73,797,703	28%
Fudiciary Trust & Agency																		
90	FIRE PENSION	90	924,234	961,764	928,034	938,234	943,281	-	-	-	-	-	-	-	4,695,547	13,825,532	13,825,532	34%
91	POLICE PENSION	91	1,111,276	1,108,391	1,141,040	1,129,057	1,126,081	-	-	-	-	-	-	-	5,615,845	14,507,232	14,507,232	39%
92	ITEG	92	-	3,553	6,810	24,081	7,051	-	-	-	-	-	-	-	41,495	397,407	397,407	nm
Sub Total			2,035,510	2,073,708	2,075,884	2,091,372	2,076,413	-	-	-	-	-	-	-	10,352,886	28,730,171	28,730,171	36%
Grand Total Expenditures			16,776,245	28,049,000	14,020,100	17,983,008	16,393,822	-	-	-	-	-	-	-	93,222,175	333,871,405	333,935,105	28%

City of Decatur
Water Utility Financial Report
Key Metrics

May 2026

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year	Change vs PY
2026														
Water Bill Count														
Original Bills														
Residential	26,116	23,553	27,564	26,631	25,740								129,604	
Industrial	30	30	30	30	30								150	
Commercial	2,617	2,337	2,801	2,680	2,543								12,978	
Total	28,763	25,920	30,395	29,341	28,313	-	-	-	-	-	-	-	142,732	-1.5%
Delinquent Bills														
Residential	7,376	6,518	7,377	6,808	7,571								35,650	
Industrial	-	-	-	-	1								1	
Commercial	453	380	461	504	431								2,229	
Total	7,829	6,898	7,838	7,312	8,003	-	-	-	-	-	-	-	37,880	-4.4%
Total Bill Count	36,592	32,818	38,233	36,653	36,316	-	-	-	-	-	-	-	180,612	-2.1%
Cubit Feet Consumption Billed														
Residential	10,736,635	9,666,237	10,194,787	10,339,364	10,247,339								51,184,362	-3.7%
Industrial	44,864,245	44,923,491	40,913,138	43,753,353	43,264,265								217,718,492	-3.3%
Commercial	9,910,768	9,540,005	9,800,586	10,302,191	10,573,881								50,127,431	-3.1%
Total	65,511,648	64,129,733	60,908,511	64,394,908	64,085,485	-	-	-	-	-	-	-	319,030,285	-3.3%
Water Shut Offs	414	395	385	394	273								1,861	-21.1%
Customer Service Telephone Calls	5,303	4,653	4,777	4,774	4,402								23,909	2.8%
Water Billed \$														
Residential	776,886	700,282	754,134	757,719	753,148								\$ 3,742,169	-0.4%
Industrial	1,413,771	1,444,248	1,331,339	1,412,461	1,397,600								\$ 6,999,420	2.0%
Commercial	618,678	582,299	623,343	632,189	644,536								\$ 3,101,045	0.7%
Total	\$ 2,809,335	\$ 2,726,829	\$ 2,708,817	\$ 2,802,369	\$ 2,795,284	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,842,634	1.1%
Penalty \$	\$ 15,017	\$ 13,397	\$ 15,916	13,903	14,375								\$ 72,608	-1.7%
Total Billed	\$ 2,824,352	\$ 2,740,226	\$ 2,724,733	\$ 2,816,271	\$ 2,809,659	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,915,242	1.1%
Raw Water Gallonage Billed														
Gallons	400,500,000	409,620,000	344,420,000	385,250,000	351,780,000								1,891,570,000	-5.2%
\$ Billed	141,096	144,309	121,339	135,724	123,932								\$ 666,400	-2.3%
Water Billed vs Cash Receipts														
Billed \$	2,965,448	2,884,536	2,846,072	2,951,995	2,933,591	-	-	-	-	-	-	-	14,581,642	0.9%
Cash Revenue \$	2,978,684	2,936,340	2,945,719	2,906,873	2,914,595								14,682,212	0.6%
% Cash to Billed	100%	102%	104%	98%	99%	-	-	-	-	-	-	-	100.7%	

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year	Change
2025														
Water Bill Count														
Original Bills														
Residential	27,349	25,320	26,111	26,309	26,472	24,721	28,372	25,847	26,297	28,048	21,418	30,251	316,515	
Industrial	30	30	30	30	30	30	30	30	30	30	30	30	360	
Commercial	2,734	2,571	2,625	2,637	2,641	2,431	2,901	2,561	2,631	2,758	2,232	3,007	31,729	
Total	30,113	27,921	28,766	28,976	29,143	27,182	31,303	28,438	28,958	30,836	23,680	33,288	348,604	0.2%
Delinquent Bills														
Residential	7,832	6,806	7,250	7,659	7,802	6,892	7,885	7,708	7,424	7,970	5,600	7,972	88,800	
Industrial	-	-	-	-	-	-	-	-	-	-	-	-	-	
Commercial	524	387	455	442	478	447	444	458	496	444	397	446	5,418	
Total	8,356	7,193	7,705	8,101	8,280	7,339	8,329	8,166	7,920	8,414	5,997	8,418	94,218	-2.7%
Total Bill Count	38,469	35,114	36,471	37,077	37,423	34,521	39,632	36,604	36,878	39,250	29,677	41,706	442,822	-0.4%
Cubit Feet Consumption Billed														
Residential	11,322,189	10,858,902	9,887,413	10,347,860	10,741,169	10,680,047	13,476,220	11,888,446	12,266,571	12,490,889	8,884,778	12,109,442	134,953,926	-0.9%
Industrial	39,215,169	43,838,129	40,122,953	50,203,925	51,678,726	45,933,305	44,831,198	48,474,226	45,839,979	47,229,003	48,063,381	43,673,586	549,103,580	9.3%
Commercial	9,393,500	10,566,003	9,831,218	10,505,909	11,415,654	9,161,804	13,315,593	13,390,408	13,576,974	13,534,023	11,098,504	11,120,104	136,909,694	1.0%
Total	59,930,858	65,263,034	59,841,584	71,057,694	73,835,549	65,775,156	71,623,011	73,753,080	71,683,524	73,253,915	68,046,663	66,903,132	820,967,200	6.1%
Water Shut Offs	855	405	357	387	354	352	687	592	618	294	573	473	5,947	-33.6%
Customer Service Telephone Calls	5,139	4,247	4,530	4,650	4,688	4,968	5,207	5,198	5,281	4,993	4,082	5,486	58,469	-0.5%
Water Billed \$														
Residential	795,770	755,310	706,500	734,793	764,585	767,749	946,299	841,219	864,231	885,583	643,317	881,789	\$ 9,587,146	2.5%
Industrial	1,219,895	1,341,857	1,244,762	1,510,643	1,542,893	1,416,762	1,439,607	1,535,548	1,467,590	1,478,413	1,500,989	1,381,878	\$ 17,080,838	11.5%
Commercial	578,106	626,054	594,037	622,635	658,695	654,625	772,385	749,563	760,556	763,206	640,640	1,486,262	\$ 8,906,764	15.6%
Total	\$ 2,593,772	\$ 2,723,222	\$ 2,545,299	\$ 2,868,072	\$ 2,966,173	\$ 2,839,136	\$ 3,158,291	\$ 3,126,330	\$ 3,092,376	\$ 3,127,202	\$ 2,784,946	\$ 3,749,929	\$ 35,574,749	9.9%
Penalty \$	\$ 15,725	\$ 13,117	\$ 15,252	13,624	16,172	14,358	17,742	17,257	17,084	\$ 17,207	\$ 12,232	\$ 16,186	\$ 185,956	2.5%
Total Billed	\$ 2,609,497	\$ 2,736,339	\$ 2,560,551	\$ 2,881,696	\$ 2,982,345	\$ 2,853,494	\$ 3,176,033	\$ 3,143,587	\$ 3,109,460	\$ 3,144,409	\$ 2,797,178	\$ 3,766,115	\$ 35,760,705	9.8%
Raw Water Gallonage Billed														
Gallons	434,010,000	402,250,000	360,990,000	406,830,000	390,310,000	413,660,000	412,290,000	431,660,000	425,740,000	396,960,000	376,010,000	349,140,000	4,799,850,000	-2.3%
\$ Billed	148,431	137,570	123,459	139,136	133,486	145,732	145,250	152,074	149,988	139,849	132,468	123,002	\$ 1,670,445	0.7%
Water Billed vs Cash Receipts														
Billed \$	2,757,928	2,873,908	2,684,010	3,020,832	3,115,831	2,999,227	3,321,283	3,295,661	3,259,448	3,284,258	2,929,647	3,889,117	37,431,150	9.4%
Cash Revenue \$	2,831,719	2,794,843	2,804,797	3,035,417	3,132,294	2,981,876	3,188,539	3,274,274	3,247,251	3,343,947	3,074,519	3,109,603	36,819,077	7.0%
% Cash to Billed	103%	97%	105%	100%	101%	99%	96%	99%	100%	102%	105%	80%	98.4%	

City of Decatur
Treasurer's Financial Report
Headcount Staffing Level

Period Ending: May 2026

		Current Year Staffing Levels											
	Budget	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Full Time Staffing													
City Manager's Office & City Clerk	5	4	4	4	4	4	-	-	-	-	-	-	-
Data & Communications	2	1	1	1	1	1	-	-	-	-	-	-	-
Transit	11	11	12	12	13	13	-	-	-	-	-	-	-
Facilities	4	2	2	2	2	2	-	-	-	-	-	-	-
Finance/Purchasing/Utility Cust Serv	24	21	21	21	21	21	-	-	-	-	-	-	-
Human Resources	5	5	5	5	5	5	-	-	-	-	-	-	-
Information Technology	9	9	9	9	9	10	-	-	-	-	-	-	-
Legal	7	7	7	7	7	7	-	-	-	-	-	-	-
Economic & Community Dev	26	21	22	24	24	24	-	-	-	-	-	-	-
Public Safety	280	263	264	262	272	271	-	-	-	-	-	-	-
Public Works	118	114	115	113	115	115	-	-	-	-	-	-	-
Total Full Time													
	491	458	462	460	473	473	-	-	-	-	-	-	-
Part Time Staffing													
City Manager's Office	-	-	-	-	1	1	-	-	-	-	-	-	-
Transit	-	-	-	-	-	-	-	-	-	-	-	-	-
City Council - Legislative	7	7	7	7	7	7	-	-	-	-	-	-	-
Finance and Purchasing	-	2	2	2	2	1	-	-	-	-	-	-	-
Human Resources	-	-	-	-	-	-	-	-	-	-	-	-	-
Information Technology	-	1	1	1	1	1	-	-	-	-	-	-	-
Legal	-	-	-	-	-	-	-	-	-	-	-	-	-
Economic & Community Dev	-	1	1	1	1	1	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-	-	-	-	-	-	-
Fire	-	-	-	-	-	-	-	-	-	-	-	-	-
Public Works	-	1	1	1	3	13	-	-	-	-	-	-	-
Total Temporary													
	7	12	12	12	15	24	-	-	-	-	-	-	-
Total City Staff Headcount													
	498	470	474	472	488	497	-	-	-	-	-	-	-

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: May 2026

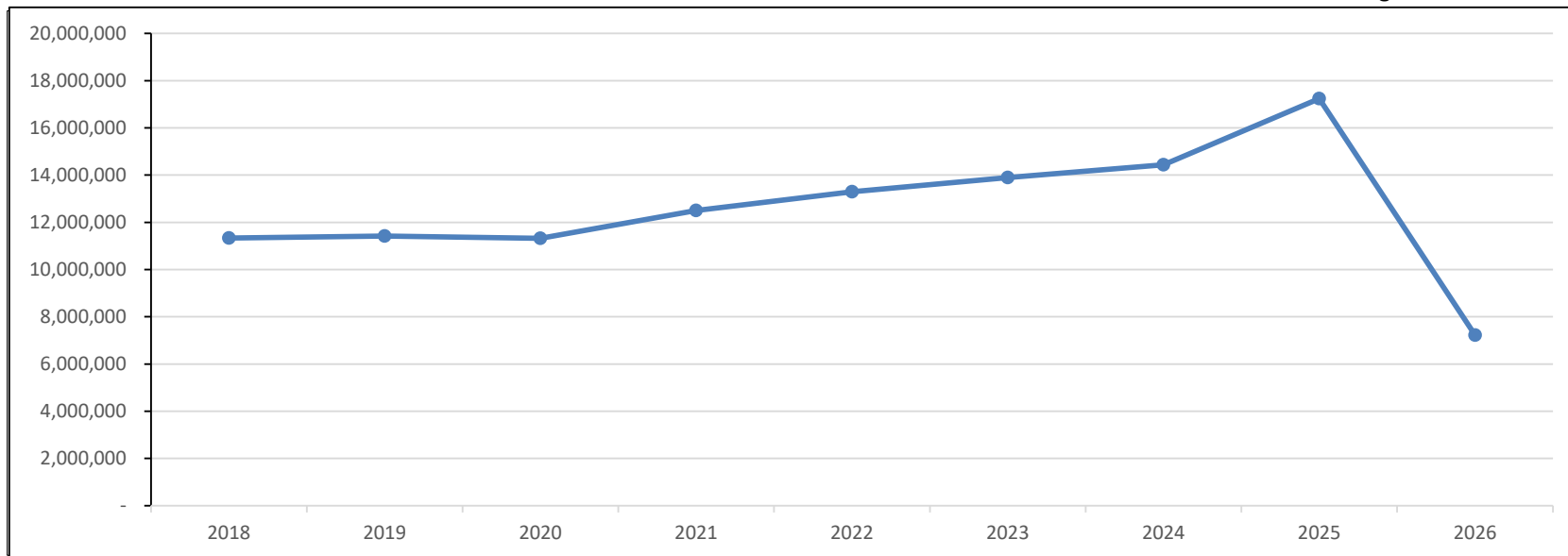
		Current Year Staffing Levels											
	Budget	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Full Time Staff													
Executive													
City Manager's Office & City Clerk	5	4	4	4	4	4							
Data & Communications	2	1	1	1	1	1							
Total	7	5	5	5	5	5	-	-	-	-	-	-	-
Transportation Services													
Transit	11	11	12	12	13	13							
Facilites	4	2	2	2	2	2							
Total	15	13	14	14	15	15	-	-	-	-	-	-	-
Finance													
Finance & Risk Mgmt	13	11	11	11	11	11							
Purchasing	2	2	2	2	2	2							
Utility Customer Service	9	8	8	8	8	8							
Total	24	21	21	21	21	21	-	-	-	-	-	-	-
Human Resources	5	5	5	5	5	5							
Information Technology													
	9	9	9	9	9	10							
Legal													
	7	7	7	7	7	7							
Economic & Community Devel													
Economic & Community Dev.	7	6	6	7	7	7							
Building Inspections	7	4	5	6	6	6							
Neighborhood Inspections	8	7	7	7	7	7							
Grants Division	4	4	4	4	4	4							
Total	26	21	22	24	24	24	-	-	-	-	-	-	-
Public Safety													
Fire	110	106	107	107	107	107							
Police	170	157	157	155	165	164							
Total	280	263	264	262	272	271	-	-	-	-	-	-	-
Public Works													
PW Engineering Division	12	12	12	12	12	12							
Fleet Maintenance Division	8	8	8	8	8	8							
PW Municipal Services	46	44	45	46	47	47							
PW Administration	3	3	3	3	3	3							
Water Administration	3	2	2	2	2	2							
Water Lake Services	8	8	8	7	8	8							
Water Production South Plant	15	15	15	14	14	14							
Water Services Distribution	23	22	22	21	21	21							
Total	118	114	115	113	115	115	-	-	-	-	-	-	-
Total City Staffing	491	458	462	460	473	473	-	-	-	-	-	-	-
General Fund staffing													
	410	382	385	386	397	397	-	-	-	-	-	-	-
Other Fund staffing	81	76	77	74	76	76	-	-	-	-	-	-	-
Total staffing	491	458	462	460	473	473	-	-	-	-	-	-	-

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

State of Illinois Sales Tax collected & distributed

Month	2018	2019	2020	2021	2022	2023	2024	2025	2026
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
January	882,653	984,872	984,354	936,318	1,033,684	1,168,660	1,167,816	1,347,246	1,582,814
February	917,921	935,303	955,006	882,140	1,075,306	1,127,485	1,224,877	1,238,493	1,511,258
March	1,088,364	1,093,971	1,112,877	1,115,773	1,269,776	1,289,943	1,360,748	1,404,454	1,735,660
April	840,607	801,923	850,408	909,469	938,656	1,033,077	1,125,506	1,329,454	1,186,641
May	819,180	845,440	849,934	864,919	913,545	1,002,240	1,065,619	1,323,817	1,206,433
June	978,292	975,295	909,787	1,179,406	1,149,425	1,144,522	1,238,496	1,468,401	
July	942,693	968,093	858,962	1,082,746	1,135,529	1,152,092	1,175,943	1,440,288	
August	1,010,708	1,011,477	945,270	1,201,374	1,182,257	1,222,864	1,272,387	1,527,580	
September	978,357	930,277	972,693	1,113,247	1,207,478	1,200,298	1,205,609	1,508,693	
October	943,494	979,187	974,990	1,069,252	1,042,274	1,154,653	1,200,817	1,544,537	
November	991,142	967,297	940,548	1,087,116	1,178,594	1,242,689	1,250,853	1,557,038	
December	935,419	930,430	967,339	1,058,332	1,166,847	1,159,563	1,149,804	1,545,687	

Total	11,328,832	11,423,564	11,322,169	12,500,091	13,293,370	13,898,087	14,438,475	17,235,686	7,222,806
								Budget	16,923,000

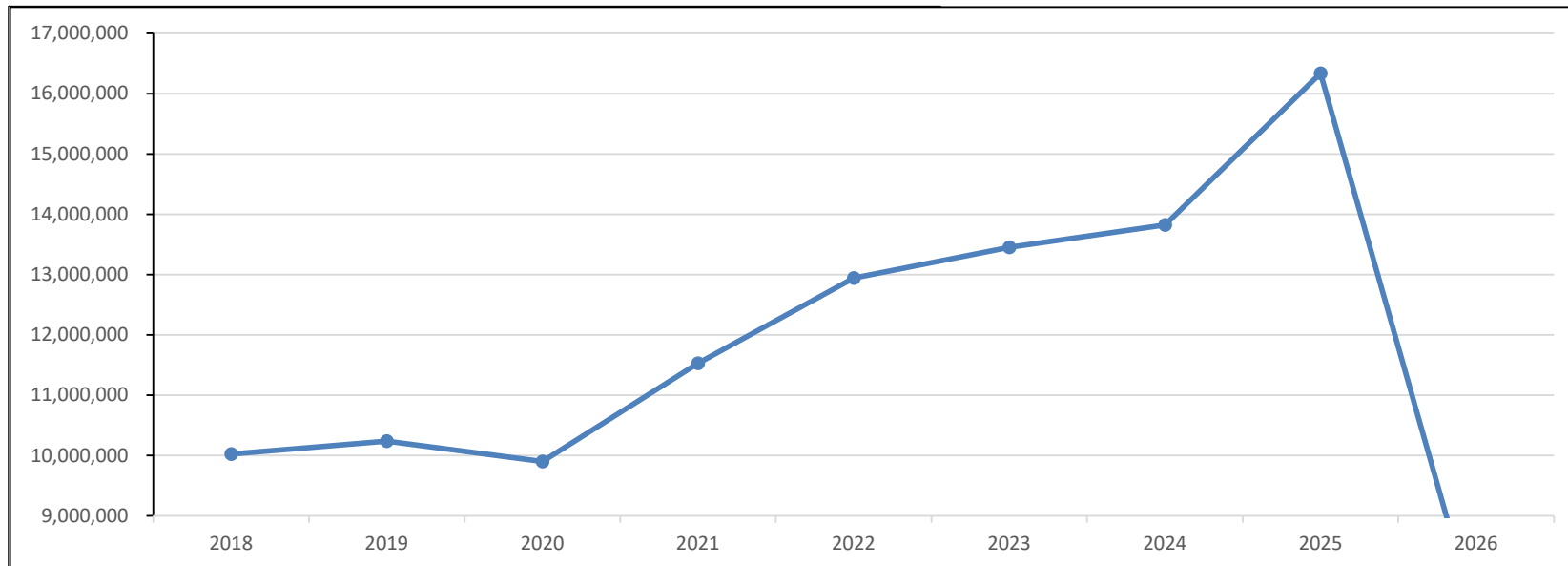


Schedule presents total State Sales Tax Revenue collected by state and distributed to city including city and TIF district sales tax receipts

Shaded Cells are Projected Expectation

Local Sales Tax State of Illinois collected & distributed

Month	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Actual	2026 Actual
January	807,770	892,334	880,608	840,697	1,006,392	1,157,380	1,108,301	1,295,224	1,595,928
February	837,288	864,722	856,677	781,469	1,041,267	1,134,252	1,197,957	1,136,131	1,463,675
March	959,353	963,236	960,429	992,288	1,201,515	1,246,328	1,276,139	1,325,005	1,620,224
April	712,309	698,869	734,157	813,655	858,286	954,992	1,052,683	1,228,815	1,264,416
May	716,975	739,341	727,854	776,379	858,911	947,436	991,154	1,240,399	1,313,955
June	852,317	858,115	765,429	1,102,858	1,112,269	1,063,989	1,152,207	1,420,736	
July	807,532	860,421	735,614	1,046,496	1,094,284	1,106,303	1,126,031	1,375,689	
August	909,719	920,833	834,535	1,045,456	1,170,493	1,174,733	1,255,941	1,481,679	
September	890,655	873,345	873,669	1,046,584	1,169,467	1,162,413	1,165,146	1,446,688	
October	836,215	868,200	865,615	1,013,580	1,099,159	1,103,324	1,145,831	1,439,274	
November	866,834	875,836	819,660	1,048,702	1,201,140	1,299,459	1,222,796	1,481,254	
December	827,137	824,656	845,741	1,018,861	1,130,587	1,102,031	1,130,694	1,465,673	
Total	10,024,104	10,239,908	9,899,988	11,527,023	12,943,770	13,452,640	13,824,879	16,336,565	7,258,199
							Year in Play Budget	14,683,000	

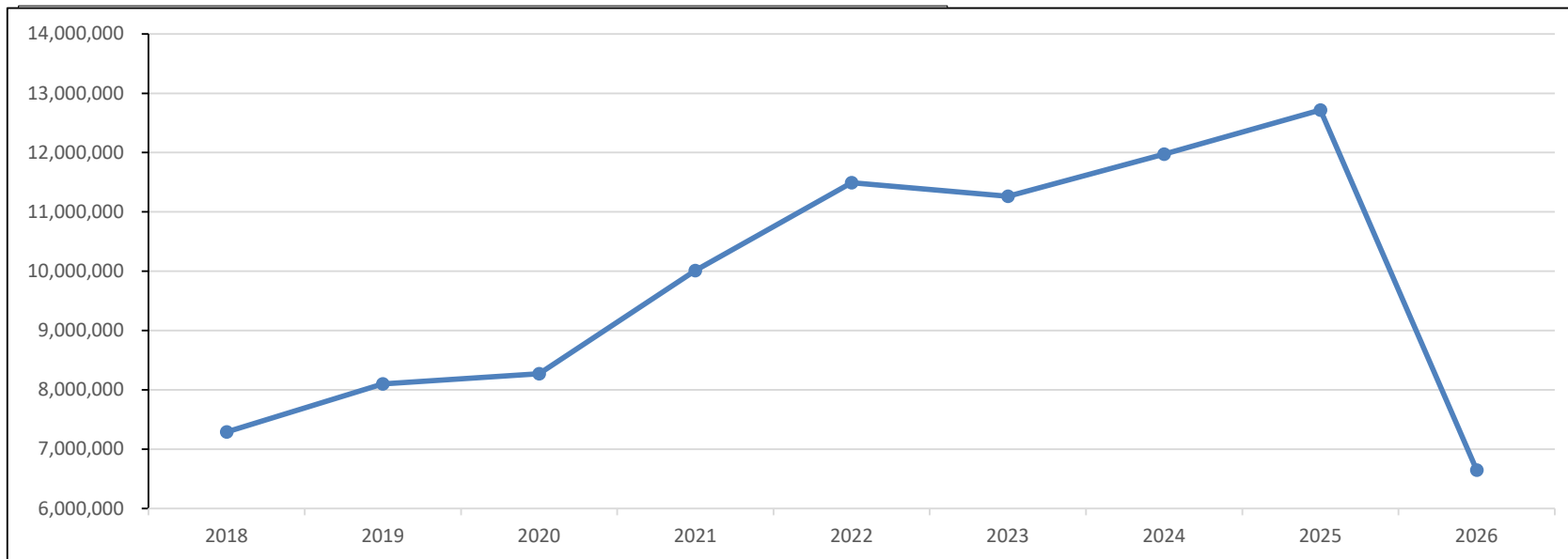


Schedule presents total Local Sales Tax Revenue collected by state and distributed to city including city and TIF district sales tax receipts

Shaded Cells are Projected Expectation

State of Illinois Income tax collected & distributed

Month	2018	2019	2020	2021	2022	2023	2024	2025	2026
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
January	578,461	631,574	696,621	807,110	960,878	1,049,580	1,124,788	1,288,720	1,342,248
February	837,319	759,834	717,710	853,298	1,198,126	1,037,782	1,064,296	1,052,777	1,075,130
March	420,941	457,518	533,688	588,089	519,319	614,640	691,752	675,504	716,499
April	646,373	734,870	783,855	937,702	1,109,452	989,236	1,092,150	1,236,946	1,332,565
May	1,044,019	1,528,635	767,466	1,280,911	2,238,522	1,696,424	1,887,248	2,206,836	2,181,746
June	482,298	477,387	475,376	1,123,868	657,580	795,466	808,845	765,340	
July	652,113	713,920	754,878	1,008,212	1,110,107	1,059,801	1,176,708	1,284,692	
August	478,694	511,760	1,032,080	566,126	571,768	696,542	786,227	736,313	
September	467,186	452,932	584,790	597,861	621,357	632,222	617,227	627,962	
October	726,093	808,115	846,827	1,086,453	1,137,578	1,222,083	1,318,007	1,352,704	
November	522,953	527,420	572,208	622,816	720,354	823,188	791,201	778,164	
December	433,456	498,389	506,596	539,685	646,330	646,766	617,625	712,285	
Total	7,289,905	8,102,353	8,272,095	10,012,130	11,491,369	11,263,730	11,976,074	12,718,243	6,648,188
							Year in Play Budget		13,890,000



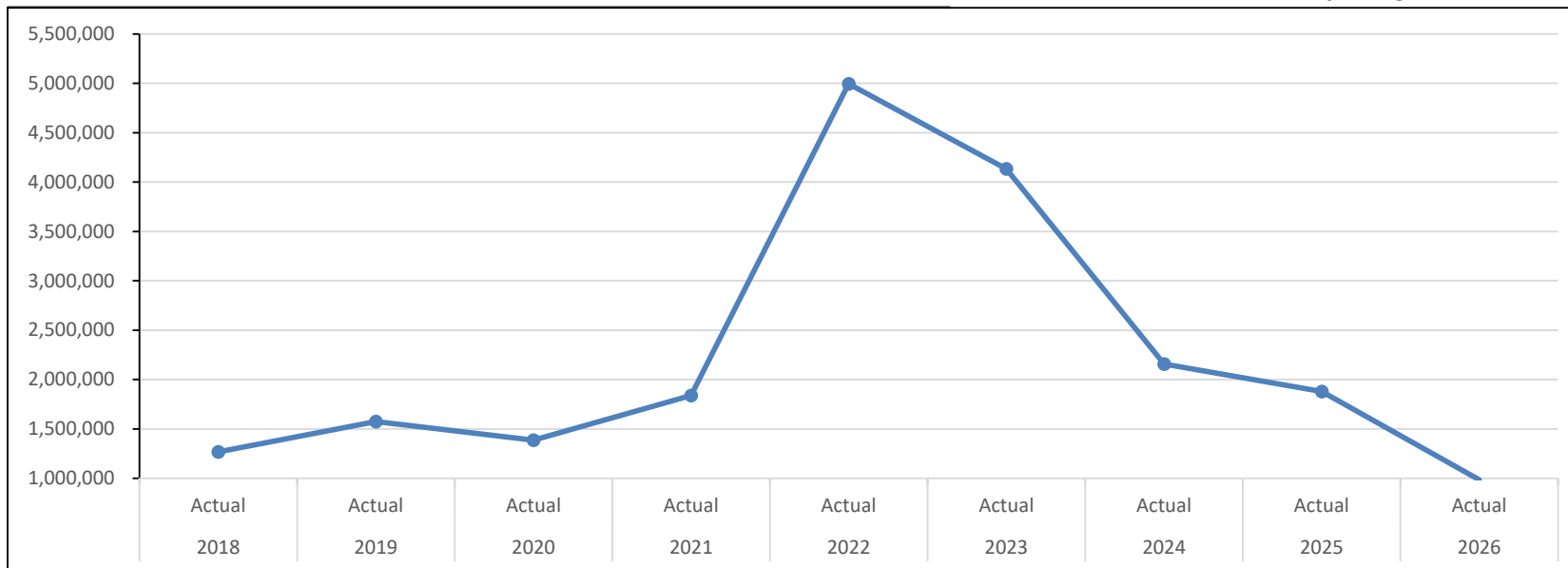
Schedule presents State Income Tax LGDF distribution to city

Shaded Cells are Projected Expectation

State of Illinois Personal Property Replacement Tax (PPRT) collected & distributed

Month	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Actual	2026 Actual
January	143,616	153,006	226,930	238,599	489,253	699,404	410,703	295,919	315,710
February	-	-	-	-	-	-	-	-	-
March	132,622	67,368	45,114	86,205	654,576	386,908	257,650	135,534	99,745
April	260,085	301,619	311,508	402,800	743,040	551,668	173,481	115,703	164,699
May	269,213	365,884	199,155	519,099	997,471	893,076	403,600	442,551	405,195
June	-	3,173	-	-	3,546	-	-	-	
July	206,222	217,352	206,917	378,262	718,801	719,448	467,288	246,560	
August	20,842	26,075	152,903	48,103	82,065	116,408	67,357	42,169	
September	-	-	-	26,897	21,828	-	-	8,302	
October	190,221	376,967	193,839	2,246	968,179	598,448	274,131	330,313	
November	-	1,332	-	6,015	-	-	1,266	-	
December	46,033	62,824	50,168	131,241	317,059	170,202	101,473	261,681	

Total	1,268,855	1,575,600	1,386,533	1,839,468	4,995,818	4,135,561	2,156,947	1,878,732	985,349
							Year in Play Budget		1,372,520



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

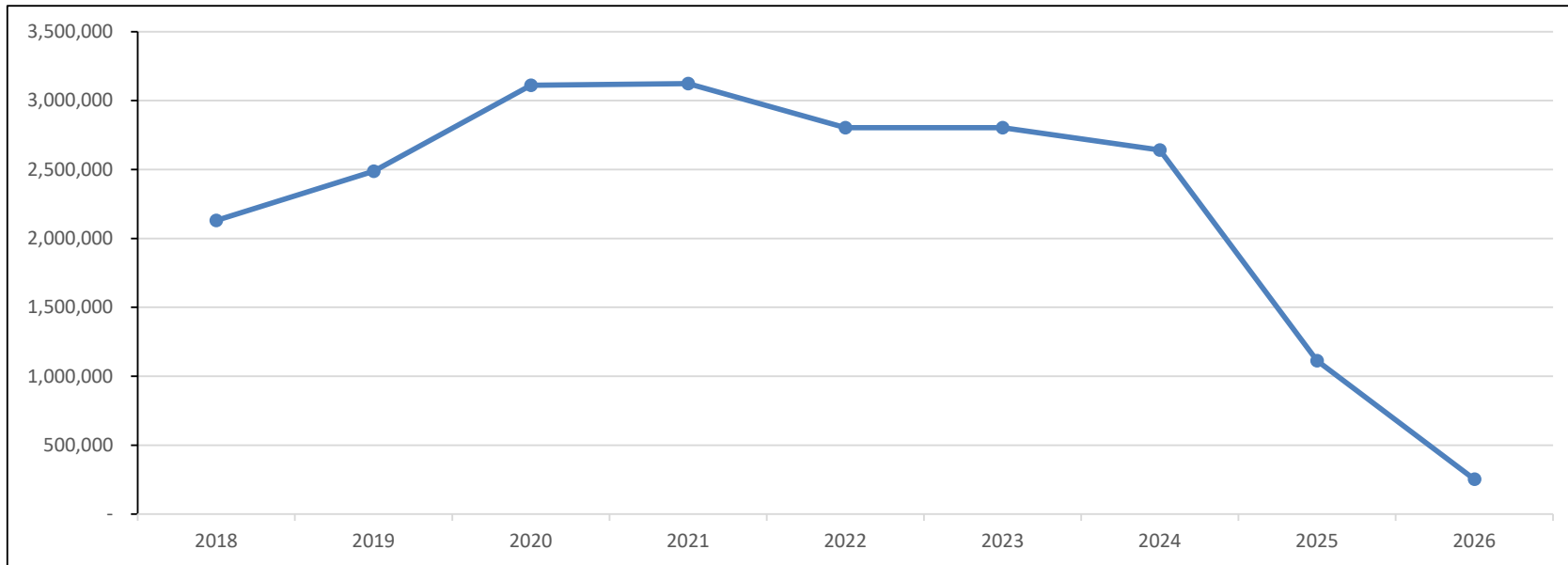
Schedule excludes local distributions of PPRT received

Shaded Cells are Projected Expectation

State of Illinois Use tax collected & distributed

Month	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Actual	2026 Actual
January	166,257	205,607	244,618	301,148	215,409	253,475	241,131	130,653	56,021
February	192,590	227,498	229,171	320,911	253,062	267,197	251,921	227,296	41,515
March	243,593	275,101	314,455	452,845	320,769	323,206	292,406	285,756	65,815
April	145,000	159,583	217,745	222,022	212,726	226,274	174,994	34,971	49,965
May	149,116	183,842	189,224	197,971	205,377	208,488	196,738	34,707	38,939
June	180,080	208,996	240,704	253,092	240,875	257,890	238,999	45,824	
July	157,169	197,817	254,820	229,947	192,903	215,778	212,527	51,084	
August	171,381	198,672	283,392	211,651	219,932	213,410	205,092	69,597	
September	183,541	201,970	286,103	241,230	248,103	160,202	197,869	63,581	
October	178,049	207,636	289,306	224,653	216,541	225,763	203,331	57,963	
November	169,331	198,926	275,488	237,138	224,900	214,136	197,505	60,038	
December	194,248	222,795	287,411	231,030	252,890	237,674	228,936	51,546	

Total	2,130,355	2,488,443	3,112,435	3,123,637	2,803,488	2,803,492	2,641,447	1,113,016	252,255
							Year in Play Budget		485,000



Schedule presents total State & Local Use Tax Revenue collected by state and distributed to city

Shaded Cells are Projected Expectation

State of Illinois Motor Fuel Tax

Month	2023	2024	2025	2026
January	275,250	275,245	-	285,506
February	220,663	235,090	258,341	277,179
March	225,950	263,008	267,745	269,556
April	219,333	230,465	506,601	230,938
May	250,551	253,637	254,890	260,333
June	254,697	246,458	256,354	
July	264,536	270,657	262,425	
August	251,674	267,644	270,521	
September	262,001	284,706	296,434	
October	277,605	274,875	282,083	
November	249,118	270,738	268,246	
December	292,462	284,843	275,224	
Total	3,043,839	3,157,365	3,198,864	1,323,512
			<i>Budget</i>	<i>3,170,000</i>

Decatur Local Motor Fuel Tax

Month	2023	2024	2025	2026
January	154,093	127,282	177,386	129,358
February	142,970	155,267	132,755	155,644
March	138,333	106,685	129,568	127,845
April	150,252	157,234	132,978	143,461
May	147,736	147,473	150,296	188,638
June	163,482	166,102	152,484	
July	168,250	135,720	145,583	
August	151,650	158,490	146,120	
September	154,583	148,184	148,808	
October	148,377	139,352	136,956	
November	149,939	130,163	142,308	
December	145,591	122,508	141,605	
Total	1,815,258	1,694,461	1,736,848	744,946
			<i>Budget</i>	<i>1,800,000</i>

Decatur Local Telephone Tax

Month	2023	2024	2025	2026
January	100,718	97,646	82,205	188,285
February	101,222	91,030	86,619	86,690
March	121,496	93,389	98,482	88,830
April	107,186	91,487	106,944	116,412
May	89,187	92,439	108,212	89,353
June	93,766	95,386	107,836	
July	89,855	93,218	104,947	
August	94,549	93,093	107,314	
September	91,316	92,082	114,514	
October	91,984	77,029	78,713	
November	114,953	129,856	117,197	
December	97,923	93,709	86,163	
Total	1,194,155	1,140,364	1,199,146	569,569
			<i>Budget</i>	<i>1,191,000</i>

Decatur Local Cable Tax

Month	2023	2024	2025	2026
January	11,674	10,413	8,826	7,954
February	228,468	210,193	176,790	160,398
March	-	-	-	-
April	-	9,672	8,337	-
May	241,582	204,165	182,958	176,339
June	-	-	-	
July	10,736	-	7,843	
August	224,680	195,602	177,716	
September	-	-	-	
October	10,312	-	7,871	
November	215,736	200,878	170,635	
December	-	-	-	
Total	943,187	830,924	740,977	344,691
			<i>Budget</i>	<i>773,000</i>

Shaded cells are projected expectation

Decatur Local Food & Beverage Tax

Month	2023	2024	2025	2026
January	349,168	365,811	414,474	375,902
February	310,308	304,849	323,102	325,455
March	314,152	325,079	327,761	332,283
April	344,283	369,792	393,007	375,712
May	356,811	351,781	352,471	353,359
June	348,084	383,528	412,907	
July	362,797	394,950	371,368	
August	361,840	359,532	363,374	
September	356,626	367,354	379,869	
October	336,711	364,350	361,040	
November	343,975	344,322	366,442	
December	335,562	349,503	349,917	
Total	4,120,318	4,280,852	4,415,732	1,762,712
			<i>Budget</i>	<i>4,603,000</i>

Decatur Local Hotel Motel Use Tax

Month	2023	2024	2025	2026
January	71,531	69,918	113,570	72,371
February	89,816	70,454	79,884	66,633
March	74,851	64,019	89,373	87,921
April	111,415	106,694	109,305	108,525
May	78,123	120,452	107,549	106,648
June	114,607	132,888	117,183	
July	112,386	117,509	126,007	
August	124,206	117,815	129,332	
September	159,762	120,172	170,921	
October	142,033	120,933	149,332	
November	116,698	113,553	104,344	
December	102,974	103,337	119,836	
Total	1,298,403	1,257,743	1,416,637	442,098
			<i>Budget</i>	<i>1,418,000</i>

Decatur Local Gas & Electric Utility Tax

Month	2023	2024	2025	2026
January	494,772	-	489,672	1,014,460
February	511,814	410,027	477,955	593,738
March	459,507	491,881	496,577	1,237,378
April	411,867	848,133	416,250	606,606
May	357,677	379,750	347,319	955,961
June	307,264	317,704	892,655	
July	273,044	374,376	943,339	
August	277,163	354,321	731,266	
September	319,748	372,023	753,870	
October	310,248	376,713	717,820	
November	291,359	339,887	768,422	
December	339,785	376,140	889,676	
Total	4,354,248	4,640,956	7,924,820	4,408,143
			<i>Budget</i>	<i>8,078,000</i>

Decatur Local Grocery Tax

Month	2023	2024	2025	2026
January				-
February				-
March				-
April				173,972
May				188,260
June				
July				
August				
September				
October				
November				
December				
Total	-	-	-	362,232
			<i>Budget</i>	<i>2,700,000</i>

Shaded cells are projected expectation

State Of Illinois Video Gaming Tax

Month	2023	2024	2025	2026
January	187,712	186,224	195,545	196,613
February	194,632	196,329	200,877	163,161
March	192,027	170,364	186,645	160,633
April	196,183	196,168	189,458	196,899
May	233,599	226,183	243,564	227,364
June	208,034	213,948	210,287	
July	214,828	206,141	215,677	
August	191,592	188,197	196,913	
September	196,948	198,173	199,065	
October	188,283	200,227	196,875	
November	190,493	193,432	195,826	
December	186,923	201,789	206,896	
Total	2,381,255	2,377,176	2,437,628	944,669
			<i>Budget</i>	<i>2,492,000</i>

Decatur Local Liquor License Fee

Month	2023	2024	2025	2026
January	-	2,556	1,384	1,679
February	250	2,547	1,031	100
March	3,677	250	-	300
April	100	-	9,150	200
May	143,125	266,825	161,200	355,450
June	330,921	332,910	413,490	
July	26,953	2,209	4,869	
August	2,055	2,765	5,985	
September	400	2,035	350	
October	2,665	3,291	-	
November	-	3,607	-	
December	2,900	-	886	
Total	513,047	618,996	598,345	357,729
			<i>Budget</i>	<i>603,000</i>

Shaded cells are projected expectation

ECONOMIC AND COMMUNITY DEVELOPMENT

No. 2026-33

June 15, 2026

TO: Mayor Julie Moore Wolfe and City Council Members

FROM: Melissa Hon, City Manager
Lacie Elzy, Director of Economic and Community Development

SUBJECT: Resolution authorizing payment under an agreement for technical planning services between the Decatur Urban Area Transportation Study (DUATS) and McKenna Associates, Inc. for a Comprehensive Plan.

SUMMARY RECOMMENDATION: Staff recommends approval of the resolution authorizing the City, as fiscal agent for DUATS, to make payments under the Agreement with McKenna Associates, Inc. for the Comprehensive Plan for the City of Decatur, with costs reimbursed through transportation planning grant funds.

BACKGROUND: The City of Decatur's current Comprehensive Plan was adopted in 2009. Since that time, Decatur has experienced significant changes in housing, economic development, transportation, demographics, and community priorities. City staff have identified the need to update the Comprehensive Plan to establish a shared vision for the community's future and provide a roadmap for growth, redevelopment, infrastructure investment, housing, economic development, neighborhood revitalization, and land use decisions.

The planning process will include existing conditions analysis, stakeholder and public engagement, development of community goals and priorities, and creation of implementation strategies designed to guide future policy decisions and capital investments. The resulting Comprehensive Plan will serve as the City's primary long-range planning document and provide a framework for decision-making over the next 10 years.

To fund this effort, the City worked with DUATS, the federally designated Metropolitan Planning Organization (MPO) for the Decatur urbanized area, to utilize available transportation planning grant funds. Following a competitive procurement process, City staff evaluated consultant proposals and determined McKenna's proposal to be the most responsive to the City's needs and project objectives.

POTENTIAL OBJECTIONS: Staff are not aware of any objections.

STAFF REFERENCE: Should the City Council have any questions; they may contact Lacie Elzy at 217-542-3559 or lelzy@decaturil.gov.

BUDGET/TIME IMPLICATIONS: None

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING PAYMENT UNDER AN AGREEMENT
FOR TECHNICAL PLANNING SERVICES BETWEEN THE
DECATUR URBAN AREA TRANSPORTATION STUDY (DUATS)
AND MCKENNA ASSOCIATES INC. FOR A COMPREHENSIVE PLAN**

WHEREAS, the Decatur Urban Area Transportation Study (DUATS) is the federally designated Metropolitan Planning Organization (MPO) for the Decatur urbanized area; and,

WHEREAS, DUATS has entered into an Agreement with McKenna Associates, Inc. for the development of a Comprehensive Plan for the City of Decatur, attached hereto as Exhibit A; and,

WHEREAS, as fiscal agent, the City of Decatur is required to initially make payments under the Agreement on behalf of DUATS; and,

WHEREAS, such expenditures are eligible for reimbursement through state transportation planning funds administered to DUATS.

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

Section 1. The City of Decatur, as fiscal agent for DUATS, is authorized to make payments in accordance with the Agreement between DUATS and McKenna Associates, Inc.

Section 2. The City shall seek reimbursement for all eligible costs through applicable DUATS funding sources.

Section 3. The City Manager or designee is authorized to take any actions necessary to implement this Resolution.

PRESENTED AND ADOPTED this 15th day of June, 2026.

Julie Moore Wolfe, Mayor

ATTEST:

Kim Althoff, City Clerk

DECATUR URBAN AREA TRANSPORTATION STUDY
CONSULTING SERVICES AGREEMENT

This Agreement ("Agreement") is made and entered into between Decatur Urban Area Transportation Study (DUATS), herein called the Study, and McKenna Associates, Inc., herein called the Consultant, for and in consideration of the mutual covenants and promises and good and valuable consideration contained herein.

SCOPE OF WORK

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

SECTION I. GENERAL

- A. CONSULTANT. The Consultant shall provide professional planning services for the Study in all phases of the Project, serve as the Study's professional planning representative for the Project as set forth herein and shall give professional planning consultation and advice to the Study's Representative during the performance of services hereunder. All services provided hereunder shall be performed by the Consultant in accordance with generally accepted professional standards.
- B. NOTICE TO PROCEED. The Consultant shall only begin performance of each Phase of work required hereunder upon receipt of a written Notice to Proceed for that Phase, as shown in Exhibit B.
- C. TIME. The Consultant shall begin work on each successive phase within thirty (30) days after receipt of the Notice to Proceed for each phase and shall devote such personnel, technical equipment, computer time and materials to the Project so as to complete each phase within the time limits set forth in Exhibit A; Scope of Work.
- D. STUDY'S REPRESENTATIVE. The Study's representative to the Consultant shall be Lacie Elzy, Study Director or the designee as set forth in the Notice to Proceed for each phase of work.
- E. EXTRA WORK AND AMENDMENTS. The Consultant shall only perform the work authorized by this contract and defined in the Scope of Work (attached hereto, marked Exhibit A, incorporated by reference herein and made a part of this Agreement). Should the size or complexity of the project exceed the amount of work contemplated by this contract or defined in the Scope of Work, the Consultant shall obtain written authorization in the form of a Amendment from the Study's Representative, to perform extra work before such work is actually performed. An Amendment form is included in this Agreement as Exhibit D. The cost to perform any work prior to written authorization shall be paid exclusively by the Consultant and shall not be reimbursed by the Study. The Consultant expressly acknowledges, recognizes and agrees that the only authority to approve Amendments to this Agreement or the Scope or Services or the cost(s) therein is with the Study Council of the Study.
- F. KEY PERSONNEL. The Consultant acknowledges that the Study believes the below listed personnel to be so key to the completion of the project, that the Study has the right to immediately pause or terminate the contract if those key personnel leave the firm or are reassigned by the Consultant without Study approval of any replacement personnel.

Donovan Smith and Lori Morgan

SECTION II. BASIC SERVICES

A. STUDY AND REPORT PHASE.

The Consultant shall:

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

SECTION III. STUDY'S RESPONSIBILITIES

The Study shall,

- A. FURNISH REQUIREMENTS AND LIMITATIONS. Provide all criteria and full information as to the Study's requirements for the Project.
- B. FURNISH INFORMATION. Assist the Consultant by placing at the Consultant's disposal all available information pertinent to the Project including previous reports and any other data relative to the Project.
- C. FURNISH TECHNICAL INFORMATION. Furnish to the Consultant, as required for performance of the Consultant's Basic Services (except to the extent provided otherwise in Exhibit A,

"Scope of Work"), data prepared by or services of others, all of which the Consultant may rely upon in performing the Consultant's services.

- D. REVIEW DOCUMENTS. Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by the Consultant.
- E. OBTAIN APPROVALS AND PERMITS. Furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project.
- F. NOTIFY THE CONSULTANT OF DEVELOPMENT. Give prompt written notice to the Consultant whenever the Study's Representative observes or otherwise becomes aware of any development that affects the scope or timing of the Consultant's services.

SECTION IV. GENERAL CONSIDERATIONS

- A. SUCCESSORS AND ASSIGNS. The Study and the Consultant each binds their respective partners, successors, executors, administrators and assigns to the other party of this Agreement and to the partners, successors, executors, administrators, and assigns of such other party, in respect to all covenants of this Agreement; except as below, neither the Study nor the Consultant shall assign, sublet, or transfer their respective interests in this Agreements without the written consent of the other. Nothing herein shall be construed as created any personal liability on the part of any officer or agent of any public body which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the Study and the Consultant.
- B. OWNERSHIP OF DOCUMENTS. All drawings, specifications, reports, records, and other work product developed by the Consultant in connection with this Project are public documents and, upon payment to the Consultant, shall remain the property of the Study whether the Project is completed or not.
- C. INSURANCE.
 - 1. Requirement. During the term of this Agreement, at its own cost and expense, the Consultant shall maintain in full force and effect insurance policies as enumerated below.
 - 2. Policy Form. All policies save for the professional liability shall be written on an occurrence basis. Professional liability insurance can be either claims made or occurrence basis policies.
 - 3. Additional Insured. The Study of Decatur and its officers and employees shall be named as additional insured parties on the general liability policy and included as additional insured parties on the automobile liability policy. The Study's interests as additional insured parties shall be on a primary and non-contributory basis on all policies and noted as such on the insurance certificates.
 - 4. Qualification of Insurers. All policies will be written with insurance carriers qualified to do business in the State of Illinois rated A-VIII or better in the latest Best's Key Rating Guide.
 - 5. Form of Policy. All policies shall be written on the most current Insurance Service Office (ISO) or National Council on Compensation Insurance (NCCI) form or a manuscript form if coverage is broader than the ISO or NCCI form.
 - 6. Time of Submission; Certificate of Insurance. At or before the time of execution of this agreement and prior to commencing any work activity on the project, the Consultant shall provide the Study's Representative with certificates of insurance showing evidence the insurance policies

noted below are in full force and effect. Consultant shall give the Study's Representative at least 30 days written notice prior to any material change, cancellation, or non-renewal except in the case of cancellation for non-payment of premium, in which case notice shall be 10 days. The certificates shall be attached hereto as Exhibit E. The Consultant shall provide any renewal certificates of insurance automatically to the Study's Representative at least 30 days prior to policy expiration. The certificate must certify the following:

- a. Name and address of party insured.
- b. Name(s) of insurance company or companies.
- c. Name and address of authorized agent executing such certificate.
- d. Description of type of insurance and coverage afforded thereunder.
- e. Insurance policy numbers.
- f. Limits of liability of such policies and date of expiration of policies.
- g. To the extent the same is available, insurance company or companies shall further certify that said policies shall not be modified, cancelled or terminated until after written notice to the Study's Representative per standard ISO accord form wording and the policy provisions.

7. Types and Limits of Insurance. The Consultant shall provide the following:

- a. Workers' Compensation:

Coverage A: Statutory Limits
Coverage B: One hundred thousand dollars (\$100,000) employer's liability limits for each accident or per disease, per employee. Said policies shall be endorsed to cover any disability benefits or Federal compensation acts if applicable.
- b. General Liability: Combined single limits of, no less than one million dollars (\$1,000,000) per occurrence. General Liability Insurance shall include:

Personal Injury Liability coverage.
- c. Automobile Liability: Combined single limits of, no less than, one million dollars (\$1,000,000) per occurrence. Auto liability shall include hired and non-owned autos.
- d. Professional Liability: A professional liability errors and omissions policy with limits of, no less than, one million dollars (\$1,000,000) per claim. If said policy is written on a claim made basis, the retroactive date of the policy must predate the date of this agreement. In addition, the policy term must extend one year beyond completion date of this agreement.
- e. Self-insured: If a self-insured retention or deductible is maintained on any of the policies, the Consultant shall provide the amount of the self-insured retention or deductible to the Study. Such deductibles shall be subject to approval by the Study. Such approval shall not be unreasonably withheld. The Planner will be held solely responsible for the amount of such deductible and for any co-insurance.

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

D. TERMINATION

1. This Agreement may be terminated in whole or in part in writing by either party in the event of substantial failure by the other party to fulfill its obligations under this Agreement through no fault of the terminating party; provided that no such termination may be affected unless the other party is given not less than fifteen (15) calendar days prior written notice (delivered by certified mail, return receipt requested) of intent to terminate, and an opportunity for consultation with the terminating party prior to termination.
 2. This Agreement may be terminated in whole or in part in writing by the Study for its convenience; provided that the Consultant is given not less than fifteen (15) calendar days prior written notice delivered by certified mail, return receipt requested of intent to terminate, and an opportunity for consultation with the Study prior to termination.
 3. Upon receipt of a notice of intent to terminate from the Study pursuant to this Agreement, the Consultant shall (1) promptly discontinue all services affected (unless the notice directs otherwise), and (2) make available to the Study at any reasonable time at a location specified by the Study all data, drawings, specifications, reports, estimates, summaries, and such other information and materials as may have been accumulated by the Consultant in performing this Agreement, whether completed or in process.
 4. Upon termination pursuant to this Agreement, the Study's Representative may take over the work and complete the same by agreement with another party or otherwise.
- E. EQUAL EMPLOYMENT OPPORTUNITY REQUIREMENTS. The Consultant agrees to abide by and comply with the Study's "Equal Employment Opportunity Clause" (attached and marked hereto as Exhibit F and incorporated herein by reference) to the extent that the clause is applicable to this contract.
- F. INDEPENDENT CONTRACTOR STATUS. Nothing contained in this Agreement shall be construed to make the Consultant an employee or partner of the Study. The Consultant shall at all times hereunder be construed to be an independent contractor.
- G. FEDERAL FUNDING. If Federal Funds are utilized as a source of Project funding, the Consultant shall abide by the terms of all Federal requirements in the performance of duties hereunder.
- H. AMENDMENT OF AGREEMENT. This Agreement shall be amended or supplemented only in writing and executed by both parties hereto. Any modification of this Agreement or additional obligations assumed by either party in connection with this Agreement will be binding only if evidenced in writing and signed by each party.
- I. HOLD HARMLESS. Consultant agrees to the fullest extent permitted by law to indemnify and hold harmless Study and its officers, officials, employees, from and against all damages and liabilities, including bodily injury or death, and including reasonable expenses and attorney fees to the extent caused by the Consultant's negligent acts, errors, or omissions in the performance of the Consultant's services under this agreement.

Insurance coverage specified in this Agreement constitutes the minimum requirements and said requirements shall not lessen or limit the liability of the Consultant under the terms of the Agreement. The Consultant shall procure and maintain at his own cost and expense, any additional kinds and amounts of insurance that, in the Consultant's own judgment, may be necessary for the Consultant's proper protection in the prosecution of the work.

- J. COPYRIGHT ASSIGNMENT. The Consultant assigns to the Study any and all of Consultant's rights under copyright laws for work prepared by the Consultant, its employees, subcontractors or agents in connection with this Contract, including any and all rights to register said copyright, renewal rights, determination rights and import rights. The Consultant agrees to execute any additional documents the Study may request to effectuate the assignment of said copyright.
- K. NO BID RIGGING, BID ROTATION. The Consultant certifies, in accordance with Section 33E-11 of the Illinois Criminal Code, that the Consultant is not barred from bidding on contracts as a result of a violation of either Section 33E-3, Bid Rigging, or Section 33E-4, Bid Rotating, of the Illinois Criminal Code. The Consultant so certifies in the Non-Collusion Statement, attached and marked herein as Exhibit G and incorporated herein by reference.
- L. NO DELINQUENT TAXES. The Consultant agrees that it is not delinquent in payment of any and all taxes in any State or any political subdivisions therein and shall so certify in the Affidavit of No Delinquent Taxes, attached and marked herein as Exhibit G, and incorporated herein by reference.
- M. DRUG FREE WORKPLACE. The Consultant agrees that it shall comply with the Illinois Drug Free Workplace Act, 30 ILCS 580/1, et seq. If the Consultant has twenty-five (25) or more employees or this contract is for more than Five Thousand Dollars (\$5,000.00), the Consultant shall provide to the Study the Drug Free Workplace Certification attached and marked herein as Exhibit G and incorporated herein by reference.
- N. SEVERABILITY. If any section, terms or provisions of this Agreement or the application thereof shall be held to be invalid or unenforceable, the remainder of each section, subsection, term or provision of this Agreement or the application of the Agreement to the parties, shall not be affected thereby.
- O. TIMELINESS. The Parties recognize and agree that time is of the essence of this Agreement as is consistent with the applicable professional standard of care.
- P. AUTHORIZED SIGNATOR. Each signatory to this Agreement warrants and represents that such signatory is duly authorized to execute this Agreement on behalf of the party for who the Agreement is signed.
- Q. COUNTERPART SIGNATURES. This Agreement may be executed in counterparts, and any party hereto may sign any counterpart. This Agreement shall be effective when each party hereto has signed a counterpart, and a set of counterparts bearing the signature of each party hereto shall constitute the Agreement as fully as if all of the parties shall have signed a single document.
- R. ENTIRE AGREEMENT. This Agreement contains the entire understanding of the parties hereto in respect of the transactions contemplated hereby and supersedes all prior agreements and understandings between the parties with respect to such subject matter.
- S. NOTICE. All notices, demands and requests that are required or allowed to be given by either party shall be in writing and shall be personally delivered or sent by certified mail, postage prepaid, to the address as set forth below or to such other address as either party may subsequently designate in writing:

To Study:

Lacie Elzy, DUATS Study Director
#1 Gary K. Anderson Plaza – Third Floor
Decatur, IL 62523

To Consultant:

McKenna Associates, Inc.
Christopher Khorey, AICP
Vice President
124 E. Fulton Street, Suite 6B
Grand Rapids, MI 49503

- T. VENUE. This Agreement shall be construed, interpreted, and governed by the laws of the State of Illinois. Each Party agrees that any legal action to enforce or defend with respect to this Agreement (a “Legal Action”) shall be brought only in the Circuit Court of the State of Illinois in Macon County. Exclusive venue for all proceedings regarding this Agreement shall be Macon County, Illinois. Each Party further accepts for itself, himself or herself and in respect of its, his or her property, generally and unconditionally, the exclusive jurisdiction of that court with respect to any Legal Action and irrevocably waives any objection, including, without limitation, any objection to the laying of venue or based on the grounds of forum non conveniens, which it, he or she may now or hereafter have to the bringing of any Legal Action in that jurisdiction and venue.

SECTION V. PAYMENT

- A. BASIS OF BILLING. Study shall pay the Consultant for all services rendered under Exhibit A.

B. PAYMENT FOR WORK COMPLETED

1. Monthly Progress Payments. Monthly progress payments may be requested by the Consultant for work satisfactorily completed and shall be made by the Study to the Consultant as soon as practicable upon submission of statements requesting payment by the Consultant to the Study. Each statement shall be accompanied by an Invoice Data Sheet as shown in Exhibit I. If the Consultant prefers, the Invoice Data sheet may serve as the Consultant’s invoice.
2. Monthly Progress Reports. The Consultant shall prepare a monthly progress report indicating the amount of work completed based on the approved scope of work and any approved addendums. The Consultant shall also prepare a progress chart showing the upper limit of compensation approved by the contract, the planned time of completion, the estimated completion to date, the percentage of the approved contract amount earned, the percentage of elapsed time, and the currently forecasted amount of work required to complete the project. The Consultant may use an electronic spreadsheet template prepared by the Study’s Representative to prepare the progress chart.
3. Maximum Payment Requests. No payment request made pursuant to subparagraph 1 of this Section V shall exceed the estimated maximum total amount and value of the total work and services to be performed by the Consultant under this Agreement for that phase or additional service without the prior authorization of the Study’s Representative. These estimates have been prepared by the Consultant and supplemented or accompanied by such supporting data as may be required by the Study’s Representative.
4. Time and Manner of Payments. Upon receipt of a properly invoiced payment request, the Study shall pay the amount due less any amounts allowed to be retained or withheld by the Study under this Agreement within 60 days of receipt of the invoice.

5. Release of Claims. Upon satisfactory completion of the work performed hereunder and prior to final payment under this Agreement, and as a condition precedent thereto, the Consultant shall execute and deliver to the Study's Representative a release of all claims against the Study arising under or by virtue of this Agreement.
6. Local Government Prompt Payment Act. The Consultant and Study hereby expressly acknowledge and agree that the Local Government Prompt Payment Act does not apply to this Agreement.

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

This Agreement is made between the Study and the Consultant entered into on the last date written below. In witness, the parties have executed this Agreement.

By: _____
Lacie Elzy
Study Director
Decatur Urban Area Transportation Study

By: _____
McKenna Associates, Inc.

Date: _____

Date: _____

EXHIBIT A.1



MCKENNA

Project Schedule Plan

City of Decatur, Illinois

June 15, 2026

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Scope of Work Summary

1. **Kick-Off Tour.** A guided tour of the community, study area, and key corridors conducted with project stakeholders, municipal staff, elected officials, and the consultant team. The tour documents existing conditions, development patterns, infrastructure challenges, neighborhood assets, redevelopment opportunities, and community concerns that will inform the planning and zoning process.

2. **Steering Committee Kick-Off Meeting.** An initial project coordination meeting the Steering Committee (which will consist of staff, officials, and stakeholders, to be determined in conjunction with City leaders), and the consultant team to establish project goals, confirm schedules and deliverables, review public engagement strategies, define roles and responsibilities, and align expectations for the Comprehensive Plan and Unified Development Ordinance processes.

3. **Existing Conditions Report.** A comprehensive assessment and documentation of current community conditions, including demographics, land use, housing, transportation, infrastructure, environmental features, economic trends, public facilities, zoning, and development patterns. The report establishes the baseline conditions that guide future planning recommendations.

4. **Industrial, Retail, and Housing Market Needs Analysis.** An in-depth analysis of local and regional market conditions evaluating industrial, commercial, retail, office, residential, and mixed-use trends. The analysis identifies market opportunities, development gaps, housing demand, redevelopment potential, and economic positioning strategies to support future land use and investment decisions.
5. **Project Website.** Development and maintenance of a dedicated project website serving as the central online hub for public engagement, project updates, schedules, meeting materials, surveys, draft documents, and community feedback opportunities throughout the planning process.

6. **Community Brainstorm Workshop.** McKenna will work with City staff to promote and hold a community meeting to get broad input on the community's goals for their City. The Workshop will be promoted during National Night Out with materials promoted by McKenna.

7. **Online Survey 1: Community Brainstorm Survey.** A public engagement survey designed to gather broad community input regarding local priorities, concerns, opportunities, visioning themes, and desired future outcomes. Survey findings will inform planning recommendations, policy development, and community-driven strategies.

8. **Online Survey 2: Youth-Focused Survey.** A targeted engagement survey specifically designed to capture the perspectives, priorities, and aspirations of youth and young adults regarding housing, recreation, transportation, education, employment, safety, and quality-of-life issues within the community.

9. **Other Surveys (3, 4, and 5)** A series of supplemental surveys developed to collect focused stakeholder and community input on specialized planning topics, such as housing, transportation, economic development, parks and recreation, downtown revitalization, corridor improvements, or zoning policy preferences.
10. **3-Day Comprehensive Plan Charrette.** An intensive multi-day collaborative planning workshop involving residents, stakeholders, municipal officials, and the consultant team to develop community visioning concepts, land use strategies, redevelopment ideas, transportation priorities, and implementation initiatives for the Comprehensive Plan. The Charrette will include the following:
 - A Classroom Takeover to engage students.
 - Two Evening Community Presentations
 - A Working Design Studio during the day, with rolling stakeholder meetings with the planning team.
 - A booth at a High School football where residents can get information on the process and learn about upcoming engagement opportunities.
 - Other Events and Workshops as Determined with City Staff

11. **2-Day Zoning Charrette.** A focused zoning workshop conducted over two days to evaluate existing zoning regulations, identify ordinance deficiencies, explore district frameworks, review development standards, and collaboratively shape the structure and direction of the Unified Development Ordinance. Similar to the first Charrette, the second Charrette will include the following:
- A Classroom Takeover to engage students.
 - Two Evening Community Presentations
 - A Working Design Studio during the day, with rolling stakeholder meetings with the planning team.
 - Other Events and Workshops as Determined with City Staff
12. **Zoning Survey.** An online survey on key zoning and subdivision policy topics, to ensure the community is supportive of the major zoning changes proposed in the wake of the Comprehensive Plan.
13. **Transportation for the Future.** Preparation of transportation and traffic analyses evaluating current and future roadway performance, travel demand, connectivity, multimodal circulation, traffic patterns, and infrastructure capacity to support future growth and development scenarios.
14. **Motorized & Non-Motorized Mobility Plan.** Development of a comprehensive mobility strategy addressing vehicular circulation, public transit, pedestrian infrastructure, bicycle facilities, trails, accessibility, safety, complete streets principles, and connectivity improvements throughout the community.
15. **Vacant Land Strategy.** A strategic framework for the reuse, redevelopment, stabilization, and long-term management of vacant and underutilized properties. The framework identifies priority redevelopment areas, land banking opportunities, infill development approaches, green infrastructure opportunities, and implementation tools.
16. **Sub Area 1: Downtown Plan.** A focused planning document providing redevelopment strategies, streetscape concepts, land use recommendations, mobility improvements, placemaking initiatives, urban design standards, and economic development strategies for downtown and surrounding districts.
17. **Sub Area Plans 2 & 3.** Preparation of targeted planning studies for designated subareas within the community, addressing localized land use conditions, redevelopment opportunities, infrastructure needs, transportation improvements, neighborhood stabilization strategies, and urban design recommendations.
18. **Sub Area Plans 4 & 5.** Preparation of additional targeted subarea planning studies focused on neighborhood-specific conditions, redevelopment priorities, land use transitions, public space improvements, economic development opportunities, and implementation strategies tailored to each planning area.
19. **Supplemental Chapters.** Development of specialized Comprehensive Plan chapters addressing additional planning topics such as Parks/Green Space Strategy, Infrastructure Upgrades Plan, Transit Plan, Emerging Transportation Technology Plan, and the Market Needs Analysis Cross-Check.
20. **Implementation Plan & Matrix.** A detailed implementation framework identifying action items, responsible parties, timelines, funding sources, priority levels, and measurable outcomes necessary to execute the Comprehensive Plan and Unified Development Ordinance recommendations over time.
21. **Comprehensive Plan Full Draft.** Preparation of the complete draft Comprehensive Plan consolidating all analyses, community engagement findings, goals, policies, future land use recommendations, implementation strategies, maps, graphics, and supporting documentation for formal review.
22. **Comprehensive Plan Unveiling.** A public presentation and community engagement event introducing the draft Comprehensive Plan, including future land use concepts, planning recommendations, policy frameworks, implementation strategies, and major initiatives for public review and feedback.
23. **Zoning Plan/Zoning Ordinance and Subdivision Ordinance Technical Review.** A detailed technical evaluation of the Zoning Ordinance and Subdivision Ordinance to ensure consistency with state enabling legislation, best practices, administrative functionality, and alignment with the Comprehensive Plan. A summarized version of the Technical Review will be included in the Comprehensive Plan as the “Zoning Plan” chapter, giving imprimatur and legitimacy to the new Unified Development Ordinance.
24. **Unified Development Ordinance Annotated Outline.** Preparation of a structured outline documenting the organization, format, key themes, proposed chapters, and regulatory framework for the Unified Development Ordinance prior to full draft development. One key aspect of this step will be the integration of the Zoning Ordinance and Subdivision Ordinance into a single coherent document.

25. **Proposed Zoning Map.** Preparation of a revised zoning map and associated GIS geodatabase files reflecting recommended district boundaries, land use transitions, overlay districts, redevelopment areas, and policy objectives established through the planning and zoning process.
26. **Unified Development Ordinance – First Draft.** Preparation of the initial full draft of new Unified Development Ordinance, including zoning districts, development standards, procedures, definitions, administrative provisions, and regulatory language for staff and stakeholder review.
27. **Unified Development Ordinance – Second Draft.** Preparation of the revised Unified Development Ordinance draft, incorporating feedback from municipal staff, legal counsel, elected officials, and stakeholders following review of the first draft.
28. **Unified Development Ordinance – Final Version.** Finalization and adoption-ready preparation of Unified Development Ordinance, including incorporation of all revisions, formatting, legal edits, maps, and supporting documentation required for formal municipal adoption. Project Team support for public hearings, adoption meetings, revisions requested by decision-makers, and preparation of final adoption-ready documents.
29. **Training Manual.** Preparation of a user-friendly guidance manual for municipal staff, appointed officials, and decision-makers explaining the structure, administration, interpretation, and implementation of the updated Comprehensive Plan and Unified Development Ordinance.
30. **Final Deliverables.** Preparation and submission of all final project materials, including the adopted Comprehensive Plan, Unified Development Ordinance, Training Manual, zoning map, implementation matrix, technical reports, supporting studies, community engagement summaries, presentation materials, graphics, maps, and all associated documentation developed throughout the planning process. Deliverables shall be provided in digital and print-ready formats and shall include editable source files, PDF versions, GIS mapping files, survey data and results, presentation files, and other supporting materials necessary for future implementation, administration, and updates by the City. Final deliverables will be organized and transmitted in a manner that ensures long-term usability, accessibility, and integration into municipal planning, zoning, economic development, and capital improvement activities.

Comprehensive Plan Monthly Schedule

	July-26	August-26	September-26	October-26	November-26	December-26	January-27
Key Tasks	Onboarding Logistics Background	Existing Conditions Overall FLU Map/Plan	Existing Conditions Market Needs Analysis Overall FLU Map/Plan	Existing Conditions Market Needs Analysis Overall FLU Map/Plan	Market Needs Analysis Transportation Modeling	Overall FLU Map/Plan Transportation Modeling	Overall FLU Map/Plan Transportation Modeling Vacant Land Strategy
Virtual Meetings			ELU / Vacant Land with Staff Transportation / Infrastructure with Staff	Existing Conditions Review with Staff	Market Needs Analysis Review with Staff	2 Collaborations with Staff Existing/Conditions/Market Needs Analysis Discussion with Steering Committee	1 Collaboration with Staff FLU Discussion with Steering Committee
In-Person Meetings	Two-Day Kickoff and Orientation Tour, including Steering Committee kickoff meeting					Existing Conditions/Market Needs Analysis Presentation to City Plan Commission	
Deliverables			First Draft Existing Conditions Report (Word)	First Draft Market Needs Analysis (Word) Revised Existing Conditions Report (Word) Draft FLU Map and Plan (Word)	Revised Market Needs Analysis (Review) Revised FLU Map and Plan (Word)	Draft Transportation Model Data Report (Word)	Revised Transportation Model Data Report (Word) Draft Vacant Land Strategy (Word)

Comprehensive Plan Monthly Schedule (Cont.)

	February-27	March-27	April-27	May-27	June-27	July-27	August-27
Key Tasks	Downtown Plan Transportation Modeling Vacant Land Strategy	Downtown Plan Transportation Modeling Sub-Area Plan 2 Sub-Area Plan 3 Pedestrian/Non-Motorized Plan	Sub-Area Plan 2 Sub-Area Plan 3 Pedestrian/Non-Motorized Plan Sub-Area Plan 4 Sub-Area Plan 5 Emerging Transportation Technology Plan Transit Plan	Sub-Area Plan 4 Sub-Area Plan 5 Emerging Transportation Technology Plan Transit Plan Parks/Green Space Strategy Infrastructure Upgrades Plan Market Needs Analysis Cross-Check Zoning Plan	Parks/Green Space Strategy Infrastructure Upgrades Plan Market Needs Analysis Cross-Check Zoning Plan Implementation Matrix	Full Draft for Staff Comment	Full Draft for PC Comment
Virtual Meetings	2 Collaborations with Staff 1 Downtown Discussion with Steering Committee	2 Collaborations with Staff 1 Transportation Discussion with Steering Committee	2 Collaborations with Staff 1 Sub-Area Discussion with Steering Committee	2 Collaborations with Staff 1 Implementation Plan Discussion with Steering Committee	1 Collaboration with Staff	1 Collaboration with Staff	
In-Person Meetings	FLU Presentation to City Plan Commission			Transportation for the Future Presentation to City Plan Commission	Sub-Area Plan Presentation to City Plan Commission	Implementation Plan Presentation to City Plan Commission	
Deliverables	Downtown Plan Corridor Design Plan Vacant Land Strategy Revised Vacant Land Strategy (Word) Draft Downtown Plan (Word) Draft Transportation Modeling Report (Word)	Revised Downtown Plan (Word) Revised Corridor Design Plan (Word) Draft Sub-Area Plan 2 (Word) Draft Sub-Area Plan 3 (Word) Draft Pedestrian/Non-Motorized Plan (Word)	Revised Sub-Area Plan 2 (Word) Revised Sub-Area Plan 3 (Word) Revised Pedestrian/Non-Motorized Plan (Word) Draft Sub-Area Plan 4 (Word) Draft Sub-Area Plan 5 (Word) Draft Emerging Transportation Technology Plan (Word) Draft Transit Plan (Word)	Revised Sub-Area Plan 4 (Word) Revised Sub-Area Plan 5 (Word) Revised Emerging Transportation Technology Plan (Word) Revised Transit Plan (Word) Draft Parks/Green Space Strategy (Word) Draft Infrastructure Upgrades Plan (Word) Draft Market Needs Analysis Cross-Check (Word) Draft Zoning Plan (Word)	Revised Parks/Green Space Strategy (Word) Revised Infrastructure Upgrades Plan (Word) Revised Market Needs Analysis Cross-Check (Word) Revised Zoning Plan (Word)	Full Draft for Staff Comment (InDesign)	Full Draft for PC Comment (InDesign)

Comprehensive Plan Monthly Schedule (Cont.)

	September-27	October-27	November-27	December-27	January-28	February-28	March-28
Key Tasks	Full Draft for CC Comment	Full Draft for CC Comment	Public Hearing Draft	Adoption Draft			
Virtual Meetings							
In-Person Meetings				Adoption Meeting			
Deliverables	Full Draft for CC Comment (InDesign)	Full Draft for CC Comment (InDesign)	Public Hearing Draft (InDesign)	Adoption Draft (InDesign)	Final Version (InDesign/PDF/Hard Copy)*		

Final Version (InDesign/PDF/Hard Copy)*

- 30 hard copies of Comprehensive Plan
 - 25 spiral bound
 - 5 in binders
- InDesign Version (CP)

Unified Development Ordinance Monthly Schedule

	July -26	August-26	September-26	October-26	November-26	December-26	January-27
Key Tasks	Onboarding Logistics Background						
Virtual Meetings							
In-Person Meetings	Two-Day Kickoff and Orientation Tour, including Steering Committee kickoff meeting						
Deliverables							

	February -27	March-27	April-27	May-27	June-27	July-27	August-27
Key Tasks				Technical Review	Technical Review Annotated Outline	Annotated Outline	Zoning Map
Virtual Meetings					1 Collaboration with Staff 1 Zoning Plan Discussion with Steering Committee	1 Collaboration with Staff 1 Subdivision Ordinance Discussion with Steering Committee	1 Collaboration with Staff 1 Zoning Policy Discussion with Steering Committee
In-Person Meetings							
Deliverables				Draft Technical Review	Revised Technical Review Draft Annotated Outline	Revised Annotated Outline	Draft Zoning Map

Unified Development Ordinance Monthly Schedule (Cont.)

	September -27	October-27	November-27	December-27	January-28	February-28	March- 28
Key Tasks	First Draft	First Draft	First Draft	First Draft for PC Comment	First Draft for PC Comment	Second Draft	Final Revisions
Virtual Meetings	2 Collaborations with Staff 1 Zoning Policy Discussion with Steering Committee	2 Collaborations with Staff 1 Zoning Policy Discussion with Steering Committee					
In-Person Meetings							
Deliverables	Key Draft Sections for Steering Committee and Stakeholders	Key Draft Sections for Steering Committee and Stakeholders	First Full Draft for Steering Committee Comment (Word)	First Draft for PC Comment (Word)	First Draft for CC Comment (Word)	Second Draft (Word)	Public Hearing Draft (Word)

	April-28	May-28	June-28	July-28	August-28	September-28	October-28
Key Tasks	Training Manual	Training Session Prep Training Manual	Training Session				
Virtual Meetings							
In-Person Meetings		Adoption Meeting	Training Session				
Deliverables	Version for Adoption	Final UDO (Word/PDF/Hard Copies) Training Manual (Word)	Final Training Manual (Word/PDF/Hard Copies) *				

- * Final Training Manual (Word/PDF/Hard Copies) *
- 10 hard copies of the Unified Development Ordinance
 - 5 spiral bound
 - 5 in binders
 - 10 hard copies of the Training Manual
 - 5 spiral bound
 - 5 in binders
 - PDF Versions of All Final Deliverables
 - Word Version (ZO and Training Manual)

Community Engagement Monthly Schedule

	July-26	August-26	September-26	October-26	November-26	December-26	January-27
Key Tasks	Project Logo Development Project Website Development	Community Brainstorm Survey Development National Night Out Preparations	National Night Out (Non-McKenna) Community Brainstorm Workshop Event	3-Day / Preparations Classroom Takeover Materials Youth-Focused Survey	3-Day Charrette Youth-Focused Survey	Classroom Takeovers (Non-McKenna) Online Survey 3 – Topic TBD	Classroom Takeovers (Non-McKenna) Online Survey 3 – Topic TBD
Virtual Meetings							
In-Person Meetings			Community Brainstorm Event		3-Day Charrette		
Deliverables	Project Logo Project Website Home Page	Community Brainstorm Survey		3-Day Charrette Plan Community Brainstorm Report (Word) Classroom Takeover Materials Youth-Focused Survey		3-Day Charrette Report (Word) Youth-Focused Survey Report (Word)	Classroom Takeovers (Non-McKenna) Online Survey 3 – Topic TBD

	February-27	March-27	April-27	May-27	June-27	July-27	August-27
Key Tasks	Online Survey 4 – Topic TBD	Online Survey 4 – Topic TBD	Online Survey 5 – Topic TBD	Online Survey 5 – Topic TBD	Zoning Survey 2-Day Charrette Prep	Zoning Survey 2-Day Charrette	Plan Unveiling Prep
Virtual Meetings							
In-Person Meetings							
Deliverables	Online Survey 3 Report (Word)		Online Survey 4 Report (Word)		Online Survey 5 Report (Word) 2-Day Charrette Plan		Zoning Survey Report (Word) 2-Day Charrette Report

Community Engagement Monthly Schedule (Cont.)

	September-27	October-27	November-27	December-27	January-28	February-28	March-28
Key Tasks							
Virtual Meetings	5 Zoning Policy Virtual Roundtables	5 Zoning Policy Virtual Roundtables					
In-Person Meetings	Comprehensive Plan Unveiling Milestone		Comprehensive Plan Public Hearing				
Deliverables							

	April-28	May-28	June-28	July-28	August-28	September-28	October-28
Key Tasks							
Virtual Meetings							
In-Person Meetings	Unified Development Ordinance Public Hearing						
Deliverables							

Project Budget by Task

Task Number	Task	Comprehensive Plan Budget	Unified Development Ordinance Budget	Total Budget
Task 1.1	Project Communications and Coordination	\$3,000	\$3,000	\$6,000
1.1.1	Community Engagement Plan and Schedule	\$500	\$500	\$1,000
1.1.2	Project Website	\$2,500	\$2,500	\$5,000
Task 1.2	Public Participation and Community Outreach	\$28,000	\$31,000	\$59,000
1.2.1	Community Brainstorm Event	\$4,000	\$4,000	\$8,000
1.2.2	Materials for Staff Engagement at National Night Out	\$1,000	\$1,000	\$2,000
1.2.3	Materials for Staff Engagement at Classroom Takeovers	\$2,500	\$2,500	\$5,000
1.2.4	Online Survey 1: Community Brainstorm Survey	\$2,500	\$2,500	\$5,000
1.2.5	Online Survey 2: Youth-Focused Survey	\$2,500	\$2,500	\$5,000
1.2.6	Online Survey 3	\$2,500	\$2,500	\$5,000
1.2.7	Online Survey 4	\$2,500	\$2,500	\$5,000
1.2.8	Online Survey 5	\$2,500	\$2,500	\$5,000
1.2.9	Zoning Survey	\$0	\$5,000	\$5,000
1.2.10	Comprehensive Plan Unveiling Community Event	\$8,000	\$0	\$8,000
1.2.11	Zoning Policy Stakeholder Roundtables (10)	\$0	\$6,000	\$6,000
Task 1.3	Charrettes	\$21,000	\$14,000	\$35,000
1.3.1	3-Day Comprehensive Plan Charrette	\$21,000	\$0	\$21,000
1.3.2	2-Day Zoning Charrette	\$0	\$14,000	\$14,000
	Community Engagement Total	\$52,000	\$48,000	\$100,000

Task Number	Task	Comprehensive Plan Budget	Unified Development Ordinance Budget	Total Budget
Task 2.1	Kickoff and Strategic Issues	\$5,000	\$5,000	\$10,000
2.1.1	Two-Day Kickoff and Orientation	\$5,000	\$5,000	\$10,000
Task 2.2	Identify, Quantify, and Analyze	\$10,000	\$0	\$10,000
2.2.1	Existing Conditions	\$5,000	\$0	\$5,000
2.2.2	Market & Needs Analysis (Housing, Retail, Industrial)	\$5,000	\$0	\$5,000
Task 2.3	The City Framework	\$5,000	\$0	\$5,000
2.3.1	Overall Future Land Use Plan	\$5,000	\$0	\$5,000
Task 2.4	Roadmap for the Future	\$103,000	\$0	\$103,000
2.4.1	Transportation Modeling/Corridor Design & Improvements	\$44,300	\$0	\$44,300
2.4.2	Motorized and Non-Motorized Transportation Plan	\$9,700	\$0	\$9,700
2.4.3	Downtown Plan (Sub-Area 1)	\$4,000	\$0	\$4,000
2.4.4	Sub-Area Plans (4)	\$16,000	\$0	\$16,000
2.4.5	Vacant Land Strategy	\$14,000	\$0	\$14,000
2.4.6	Supplemental Chapters	\$15,000	\$0	\$15,000
Task 2.5	Implementation Plan	\$10,000	\$5,000	\$15,000
2.5.1	Implementation Plan and Matrix	\$10,000	\$0	\$10,000
2.5.2	Zoning Plan (incl. Zoning Ordinance/Subdivision Ordinance Technical Review)	\$0	\$5,000	\$5,000
Task 2.6	Comprehensive Plan Adoption	\$10,000	\$0	\$10,000
2.6.1	Public Hearing (City Plan Commission)	\$3,000	\$0	\$3,000
2.6.2	Final Adoption (City Council)	\$2,000	\$0	\$2,000
2.6.3	Final Document Format (InDesign)	\$5,000	\$0	\$5,000

Task Number	Task	Comprehensive Plan Budget	Unified Development Ordinance Budget	Total Budget
Task 3.1	Unified Development Ordinance Annotated Outline and Format	\$0	\$3,120	\$3,120
3.1.1	Unified Development Ordinance Annotated Outline and Format	\$0	\$3,120	\$3,120
Task 3.2	Unified Development Ordinance First Draft	\$0	\$24,560	\$24,560
3.2.1	Subdivision Ordinance Update and Integration with Zoning Ordinance	\$0	\$5,000	\$5,000
3.2.2	Unified Development Ordinance First Draft	\$0	\$19,560	\$19,560
Task 3.3	UDO First Draft Review and Second Draft Preparation	\$0	\$11,100	\$11,100
3.3.1	Unified Development Ordinance Second Draft	\$0	\$11,100	\$11,100
Task 3.4	Unified Development Ordinance Adoption	\$0	\$11,590	\$11,590
3.4.1	Public Hearing (City Plan Commission)	\$0	\$4,295	\$4,295
3.4.2	Final Adoption (City Council)	\$0	\$3,295	\$3,295
3.4.3	Final Document Format (Word)	\$0	\$4,000	\$4,000
Task 3.5	Training Session and Manual	\$0	\$10,170	\$10,170
3.5.1	Training Manual	\$0	\$5,000	\$5,000
3.5.2	Training Session	\$0	\$5,170	\$5,170
	Bound Document Printing	\$5,000	\$5,000	\$10,000
	Overall	Comprehensive Plan Total	Unified Development Ordinance Budget	Overall Total
	Consulting Team Services	\$195,000	\$118,540	\$313,540
	Bound Document Printing	\$5,000	\$5,000	\$10,000
	Total	\$200,000	\$123,540	\$323,540



Scope of Work

2027 Master Plan- Master Plan and Unified Development Ordinance Update City of Decatur, Illinois

The following summarizes the scope of work for project task and deliverables to be completed as part of the Decatur Master Plan. This work will be completed in collaboration with Lochmueller Group. The unique responsibilities of each team have been identified throughout the following scope. Tasks and deliverables will be completed based on the project timeline attached, which is subject to revisions as needed to meet the overall project goals.

Task 1.1 – Project Communications and Coordination

This task establishes the communication framework and public-facing information tools that will support the Comprehensive Plan and Unified Development Ordinance process. The Project team will develop and maintain project communication resources to ensure stakeholders, residents, elected officials, and partner agencies have consistent access to project information, engagement opportunities, schedules, documents, and project updates throughout the planning process. These efforts will promote transparency, encourage participation, and provide a centralized source of information for all project-related activities.

Deliverables

- **Community Engagement Plan and Schedule**
 - Public engagement strategy
 - Project communication framework
 - Engagement schedule and outreach calendar
 - Stakeholder identification and participation plan
- **Project Website**
 - Project homepage and branding
 - Project overview and timeline
 - Meeting notices and announcements
 - Public engagement opportunities
 - Online survey links
 - Draft and final document repository
 - Project updates and news postings
 - Contact and feedback submission tools
 - Ongoing website maintenance throughout the project



Task 1.2 – Public Participation and Community Outreach

This task is designed to provide broad, inclusive, and continuous public engagement throughout the Comprehensive Plan and Unified Development Ordinance process. The Project team will utilize a variety of outreach methods to engage residents, business owners, stakeholders, students, neighborhood organizations, and community leaders in meaningful dialogue regarding the future of Decatur. Public participation activities will gather community input on planning priorities, development opportunities, housing needs, transportation improvements, land use policies, and zoning issues. Results from these outreach efforts will directly inform plan recommendations, implementation strategies, and ordinance updates.

Deliverables

- Community Brainstorm Event
- Materials for Staff Engagement at National Night Out
- Materials for Staff Engagement at Classroom Takeovers
- Online Survey 1: Community Brainstorm Survey
- Online Survey 2: Youth-Focused Survey
- Online Survey 3
- Online Survey 4
- Online Survey 5
- Zoning Survey
- Comprehensive Plan Unveiling Community Event
- Zoning Policy Stakeholder Roundtables (10)

Task 1.3 – Charrettes

The community workshops include two intensive, collaborative planning charrettes designed to engage residents, stakeholders, elected officials, municipal staff, and community partners in the development of the Comprehensive Plan and Unified Development Ordinance. The charrettes will serve as key milestones in the planning process, providing opportunities for public participation, visioning, design exploration, policy discussion, and consensus building. The Comprehensive Plan Charrette will focus on community vision, future land use, redevelopment opportunities, transportation priorities, and implementation strategies, while the Zoning Charrette will focus on zoning policy, development standards, district structure, and ordinance modernization.

Deliverables

- 3-Day Comprehensive Plan Charrette
- 2-Day Zoning Charrette

Task 2.1 – Kickoff and Strategic Issues

The Comprehensive Plan and Unified Development Ordinance process will be initiated through a coordinated project kickoff and community orientation effort. The Project team will conduct a two-day kickoff and orientation tour with City staff, elected officials, stakeholders, and project partners to gain a firsthand understanding of existing conditions, development patterns, infrastructure systems, redevelopment opportunities, neighborhood assets, and community challenges. The kickoff process will establish project goals, confirm expectations, refine the project schedule, identify strategic issues, and ensure alignment among all project participants prior to beginning technical analysis and public engagement activities.

Deliverables

- Two-Day Kickoff and Orientation
- Work Plan & Schedule



Task 2.2 – Identify, Quantify, and Analyze

This task establishes the analytical foundation for the Comprehensive Plan by documenting existing conditions and evaluating current and future market trends within the City of Decatur. The Project team will collect, analyze, and synthesize demographic, economic, housing, land use, transportation, infrastructure, and development data to identify community strengths, challenges, opportunities, and emerging trends. In addition, a market and needs analysis will assess housing demand, retail opportunities, industrial growth potential, and broader economic conditions to ensure that future planning recommendations are responsive to market realities and community needs. The findings of this task will provide the factual basis for future land use planning, redevelopment strategies, transportation investments, and implementation initiatives.

Deliverables

- Existing Conditions Report
- Housing Needs and Market Analysis Report

Task 2.3 – The City Framework

This task establishes the long-range vision and physical development framework for the City of Decatur through the preparation of a Future Land Use Plan. Building upon the findings of the existing conditions assessment, market and needs analysis, public engagement activities, and stakeholder input, the Project team will develop a comprehensive land use strategy that guides future growth, redevelopment, conservation, transportation investments, and economic development. The Future Land Use Plan will identify appropriate development patterns, redevelopment opportunities, land use transitions, growth areas, and community character objectives to support informed decision-making and implementation over the planning horizon.

Deliverables

- Overall Future Land Use Plan
- Future Land Use Map

Task 2.4 – Roadmap for the Future

This task develops the major planning strategies and implementation frameworks that will guide Decatur's future growth, redevelopment, mobility, and investment priorities. Building upon the Future Land Use Plan, technical analyses, and community input, the Project team will prepare a series of focused planning initiatives addressing transportation, mobility, redevelopment, neighborhood revitalization, downtown development, vacant land reuse, and targeted sub-area planning. These efforts will establish actionable strategies to improve connectivity, strengthen economic competitiveness, encourage sustainable development patterns, support reinvestment, and enhance quality of life throughout the community. Together, these components will serve as the primary policy and investment framework for achieving the community's long-term vision.

This portion of the scope will feature an enhanced Transportation Plan. This will include a transportation scenario modeling process to be carried out by Lochmueller Group, utilizing the DUATS travel demand model (TDM). The second portion of the Transportation Plan will focus on identifying how the multi-modal transportation network can be augmented to better support opportunities for development and redevelopment, and the community's access to resources.

The findings of the Transportation Plan and other elements of this process will be used to inform the preparation of a focused set of five targeted sub-area plans addressing localized land use conditions, redevelopment opportunities, transportation and infrastructure needs, neighborhood stabilization strategies, economic development opportunities, and site-specific implementation recommendations tailored to each planning area. One of these plans will focus on the downtown revitalization strategy addressing land use, redevelopment opportunities,



streetscape enhancements, placemaking initiatives, economic development, mobility improvements, urban design standards, and implementation actions to strengthen Downtown Decatur as the community's civic and commercial center. The focus of the remaining four sub-area plans will be identified during the planning process.

This task will also include the development of a comprehensive strategy for the reuse, redevelopment, stabilization, and long-term management of vacant and underutilized properties, including redevelopment priorities, infill development opportunities, land banking approaches, green infrastructure initiatives, and implementation tools. Additionally, specialized Comprehensive Plan chapters will be created addressing priority topics such as parks and green space, infrastructure improvements, emerging transportation technologies, transit, sustainability, resilience, public health, economic competitiveness, and other issues identified through the planning process.

Deliverables

- Transportation for the Future- Transportation Scenario Modeling, and associated recommendations
- Motorized and Non-Motorized Transportation Plan
- Sub-Area Plans (5), including the Downtown Plan
- Vacant Land Strategy
- Parks/Green Space Strategy
- Infrastructure Upgrades Plan
- Market Needs Analysis Cross-Check

Task 2.5 – Implementation Plan

The recommendations of the Comprehensive Plan will be converted into a practical and actionable implementation framework. The Project team will develop a detailed implementation plan that identifies priority projects, policy initiatives, responsible parties, potential funding sources, implementation timelines, and performance measures to guide decision-making over the life of the plan. In addition, this task includes the preparation of a Zoning Plan and technical review of the existing Zoning Ordinance and Subdivision Ordinance to ensure alignment between the Comprehensive Plan and the future Unified Development Ordinance. Together, these efforts will provide the City with a clear roadmap for carrying out the plan's vision and monitoring progress over time.

Deliverables

- Implementation Plan and Matrix
- Zoning Plan (including Zoning Ordinance/Subdivision Ordinance Technical Review)

Task 2.6 – Comprehensive Plan Adoption

This task encompasses the final review, adoption, and publication of the Comprehensive Plan. The Project team will support the City through the formal public hearing and adoption process by presenting plan recommendations, responding to comments, and incorporating final revisions as needed. Upon adoption, the Comprehensive Plan will be professionally formatted and prepared for both digital and print distribution. The final document will serve as the City's official policy guide for future land use, transportation, economic development, housing, infrastructure investment, and community development decisions.

Deliverables

- Public Hearing (City Plan Commission)
- Final Adoption (City Council)
- Final Document Format (InDesign)



Task 3.1 – Unified Development Ordinance Annotated Outline and Format

This task establishes the organizational framework, structure, and format for the City's new Unified Development Ordinance (UDO). The Project team will conduct a comprehensive review of the existing regulatory framework and prepare an annotated outline that defines the proposed organization, chapter structure, zoning districts, development standards, administrative procedures, and regulatory components of the new ordinance. A key objective of this task is the integration of the existing Zoning Ordinance and Subdivision Ordinance into a single, user-friendly document that improves clarity, consistency, and ease of administration. The annotated outline will serve as the foundation for subsequent ordinance drafting and policy development efforts.

Deliverables

- Unified Development Ordinance Annotated Outline and Format

Task 3.2 – Unified Development Ordinance First Draft

This task involves the preparation of the initial draft of the Unified Development Ordinance (UDO), transforming the policy direction established through the Comprehensive Plan, technical review, stakeholder engagement process, and annotated outline into enforceable regulatory language. The Project team will update and integrate the existing Subdivision Ordinance with the Zoning Ordinance to create a single, cohesive development regulation document. The first draft will establish zoning districts, land use regulations, development standards, subdivision requirements, administrative procedures, approval processes, definitions, and other implementation mechanisms necessary to support the City's long-term planning objectives. This draft will serve as the primary working document for staff, stakeholder, Planning Commission, and City Council review.

Deliverables

- Subdivision Ordinance Update and Integration with Zoning Ordinance
- Unified Development Ordinance First Draft

Task 3.3 – UDO First Draft Review and Second Draft Preparation

This task includes the review and refinement of the initial Unified Development Ordinance (UDO) draft based on feedback received from City staff, stakeholders, the Planning Commission, City Council, and other project participants. The Project team will evaluate comments, identify necessary revisions, resolve policy and regulatory issues, and prepare an updated draft that reflects stakeholder consensus and the City's planning objectives. The second draft will improve ordinance clarity, usability, and legal defensibility while ensuring consistency with the Comprehensive Plan, technical review findings, and adopted zoning policies. This phase serves as the primary refinement stage prior to final ordinance adoption.

Deliverables

- Unified Development Ordinance Second Draft



Task 3.4 – Unified Development Ordinance Adoption

This task guides the Unified Development Ordinance (UDO) through the formal adoption process and prepares the final ordinance for implementation. The Project team will support the City during Planning Commission and City Council review by presenting ordinance recommendations, responding to comments, preparing final revisions, and ensuring consistency with the Comprehensive Plan and applicable state enabling legislation. Following adoption, the ordinance will be professionally formatted and finalized for publication and administration. The completed UDO will provide the City with a modern, user-friendly regulatory framework that supports community goals, promotes high-quality development, and streamlines development review procedures.

Deliverables

- Public Hearing (City Plan Commission)
- Final Adoption (City Council)
- Final Document Format (Word)

Task 3.5 – Training Session and Manual

This task prepares City staff, appointed officials, and decision-makers for the successful administration and implementation of the newly adopted Unified Development Ordinance (UDO). The Project team will develop a comprehensive training manual that explains the organization, purpose, procedures, development standards, and administrative requirements of the ordinance. In addition, the Project team will conduct a training session designed to familiarize users with the new regulatory framework, review key changes from the previous ordinances, and provide practical guidance on ordinance interpretation and application. These efforts will help ensure consistent implementation, improve administrative efficiency, and support long-term success of the City's development review process.

Deliverables

- Training Manual
- Training Session

ECONOMIC AND COMMUNITY DEVELOPMENT

No. 2026-43

June 15, 2026

TO: Mayor Julie Moore Wolfe and City Council Members

FROM: Melissa Hon, City Manager
Lacie Elzy, Director of Economic and Community Development

SUBJECT: Resolution authorizing the City of Decatur to enter into an Agreement with McKenna Associates, Inc. for the preparation of a Unified Development Ordinance.

SUMMARY RECOMMENDATION: Staff recommends approval of the resolution authorizing the City to enter into an Agreement with McKenna Associates, Inc. for the preparation of a Unified Development Ordinance.

BACKGROUND: The City of Decatur's Zoning Ordinance was last comprehensively updated in 2002. While amendments have been adopted over time to address specific issues, the City's development regulations no longer fully reflect current planning practices, development trends, or the community's evolving needs and priorities.

A comprehensive update through the creation of a Unified Development Ordinance (UDO) will modernize and consolidate the City's zoning, subdivision, and development regulations into a single, user-friendly document. The UDO will improve clarity and consistency, streamline development review processes, reduce regulatory conflicts, and provide greater predictability for residents, businesses, developers, and staff.

The UDO update is intended to serve as a companion effort to the City's Comprehensive Plan update. While the Comprehensive Plan will establish the community's long-term vision and policy direction, the UDO will provide the regulatory framework necessary to implement that vision. Together, these efforts will ensure that the City's development regulations support community goals related to economic development, housing, neighborhood revitalization, infrastructure investment, and long-term growth.

The project will include a comprehensive review and update of zoning regulations, subdivision standards, development procedures, and other land development requirements to better position the City for future investment and redevelopment opportunities.

Following a competitive procurement process, City staff evaluated consultant proposals and determined McKenna Associates, Inc. to be the most responsive to the City's needs and project objectives. Staff is therefore recommending approval of an agreement with McKenna Associates, Inc. to prepare the Unified Development Ordinance.

POTENTIAL OBJECTIONS: Staff are not aware of any objections.

STAFF REFERENCE: Should the City Council have any questions; they may contact Lacie Elzy at 217-542-3559 or lelzy@decaturil.gov.

BUDGET/TIME IMPLICATIONS: The agreement includes a base contract amount of \$123,540 and a contingency amount of \$10,000, for a total authorized amount not to exceed \$133,540. The amount comes in under the FY26 approved budget line item of \$200,000.

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE CITY OF DECATUR TO ENTER INTO
AN AGREEMENT WITH MCKENNA ASSOCIATES INC. FOR THE
PREPARATION OF A UNIFIED DEVELOPMENT ORDINANCE**

WHEREAS, the City of Decatur maintains development regulations governing land use, subdivision design, site development, and related activities within the City; and,

WHEREAS, staff has determined that a comprehensive review and modernization of the City's development regulations through the creation of a Unified Development Ordinance is necessary to reflect current planning practices, development trends, and community needs; and,

WHEREAS, McKenna Associates, Inc., a professional planning and consulting firm, is qualified to perform such services.

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

Section 1. The proposed agreement between the City of Decatur and McKenna Associates, Inc. for professional services related to the preparation of a Unified Development Ordinance, attached as Exhibit A, is hereby approved.

Section 2. The City Manager is hereby authorized to execute said agreement on behalf of the City.

Section 3. The agreement includes a base contract amount of \$123,540 and a contingency amount of \$10,000, for a total authorized amount not to exceed \$133,540.

Section 4. The City Manager and staff are authorized to take all actions necessary to implement this Resolution.

PRESENTED AND ADOPTED this 15th day of June, 2026.

Julie Moore Wolfe, Mayor

ATTEST:

Kim Althoff, City Clerk

CITY OF DECATUR
CONSULTING SERVICES AGREEMENT

This Agreement ("Agreement") is made and entered into between the City of Decatur, Illinois, an Illinois home rule municipal corporation ("City"), and McKenna Associates, Inc. ("Consultant"), for and in consideration of the mutual covenants and promises and good and valuable consideration contained herein.

SCOPE OF WORK

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

SECTION I. GENERAL

- A. CONSULTANT. The Consultant shall provide professional planning services for the City in all phases of the Project, serve as the City's professional planning representative for the Project as set forth herein and shall give professional planning consultation and advice to the City's Representative during the performance of services hereunder. All services provided hereunder shall be performed by the Consultant in accordance with generally accepted professional standards.
- B. NOTICE TO PROCEED. The Consultant shall only begin performance of each Phase of work required hereunder upon receipt of a written Notice to Proceed for that Phase, as shown in Exhibit B.
- C. TIME. The Consultant shall begin work on each successive phase within thirty (30) days after receipt of the Notice to Proceed for each phase and shall devote such personnel, technical equipment, computer time and materials to the Project so as to complete each phase within the time limits set forth in Exhibit A; Scope of Work.
- D. CITY'S REPRESENTATIVE. The City's representative to the Consultant shall be the City Manager or the designee as set forth in the Notice to Proceed for each phase of work.
- E. EXTRA WORK AND AMENDMENTS. The Consultant shall only perform the work authorized by this contract and defined in the Scope of Work (attached hereto, marked Exhibit A, incorporated by reference herein and made a part of this Agreement). Should the size or complexity of the project exceed the amount of work contemplated by this contract or defined in the Scope of Work, the Consultant shall obtain written authorization in the form of a Amendment from the City's Representative, to perform extra work before such work is actually performed. An Amendment form is included in this Agreement as Exhibit D. The cost to perform any work prior to written authorization shall be paid exclusively by the Consultant and shall not be reimbursed by the City. The Consultant expressly acknowledges, recognizes and agrees that the only authority to approve Amendments to this Agreement or the Scope or Services or the cost(s) therein is with the City Council of the City.
- F. KEY PERSONNEL. The Consultant acknowledges that the City believes the below listed personnel to be so key to the completion of the project, that the City has the right to immediately pause or terminate the contract if those key personnel leave the firm or are reassigned by the Consultant without City approval of any replacement personnel.

Donovan Smith and Lori Morgan

SECTION II. BASIC SERVICES

A. STUDY AND REPORT PHASE.

The Consultant shall:

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

SECTION III. CITY'S RESPONSIBILITIES

The City shall,

- A. FURNISH REQUIREMENTS AND LIMITATIONS. Provide all criteria and full information as to the City's requirements for the Project.
- B. FURNISH INFORMATION. Assist the Consultant by placing at the Consultant's disposal all available information pertinent to the Project including previous reports and any other data relative to the Project.
- C. FURNISH TECHNICAL INFORMATION. Furnish to the Consultant, as required for performance of the Consultant's Basic Services (except to the extent provided otherwise in Exhibit A,

"Scope of Work"), data prepared by or services of others, all of which the Consultant may rely upon in performing the Consultant's services.

- D. REVIEW DOCUMENTS. Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by the Consultant.
- E. OBTAIN APPROVALS AND PERMITS. Furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project.
- F. NOTIFY THE CONSULTANT OF DEVELOPMENT. Give prompt written notice to the Consultant whenever the City's Representative observes or otherwise becomes aware of any development that affects the scope or timing of the Consultant's services.

SECTION IV. GENERAL CONSIDERATIONS

- A. SUCCESSORS AND ASSIGNS. The City and the Consultant each binds their respective partners, successors, executors, administrators and assigns to the other party of this Agreement and to the partners, successors, executors, administrators, and assigns of such other party, in respect to all covenants of this Agreement; except as below, neither the City nor the Consultant shall assign, sublet, or transfer their respective interests in this Agreements without the written consent of the other. Nothing herein shall be construed as created any personal liability on the part of any officer or agent of any public body which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the City and the Consultant.
- B. OWNERSHIP OF DOCUMENTS. All drawings, specifications, reports, records, and other work product developed by the Consultant in connection with this Project are public documents and, upon payment to the Consultant, shall remain the property of the City whether the Project is completed or not.
- C. INSURANCE.
 - 1. Requirement. During the term of this Agreement, at its own cost and expense, the Consultant shall maintain in full force and effect insurance policies as enumerated below.
 - 2. Policy Form. All policies save for the professional liability shall be written on an occurrence basis. Professional liability insurance can be either claims made or occurrence basis policies.
 - 3. Additional Insured. The City of Decatur and its officers and employees shall be named as additional insured parties on the general liability policy and included as additional insured parties on the automobile liability policy. The City's interests as additional insured parties shall be on a primary and non-contributory basis on all policies and noted as such on the insurance certificates.
 - 4. Qualification of Insurers. All policies will be written with insurance carriers qualified to do business in the State of Illinois rated A-VIII or better in the latest Best's Key Rating Guide.
 - 5. Form of Policy. All policies shall be written on the most current Insurance Service Office (ISO) or National Council on Compensation Insurance (NCCI) form or a manuscript form if coverage is broader than the ISO or NCCI form.
 - 6. Time of Submission; Certificate of Insurance. At or before the time of execution of this agreement and prior to commencing any work activity on the project, the Consultant shall provide the City's Representative with certificates of insurance showing evidence the insurance policies noted below are in full force and effect. Consultant shall give the City's Representative at least

30 days written notice prior to any material change, cancellation, or non-renewal except in the case of cancellation for non-payment of premium, in which case notice shall be 10 days. The certificates shall be attached hereto as Exhibit E. The Consultant shall provide any renewal certificates of insurance automatically to the City's Representative at least 30 days prior to policy expiration. The certificate must certify the following:

- a. Name and address of party insured.
- b. Name(s) of insurance company or companies.
- c. Name and address of authorized agent executing such certificate.
- d. Description of type of insurance and coverage afforded thereunder.
- e. Insurance policy numbers.
- f. Limits of liability of such policies and date of expiration of policies.
- g. To the extent the same is available, insurance company or companies shall further certify that said policies shall not be modified, cancelled or terminated until after written notice to the City's Representative per standard ISO accord form wording and the policy provisions.

7. Types and Limits of Insurance. The Consultant shall provide the following:

- a. Workers' Compensation:
 - Coverage A: Statutory Limits
 - Coverage B: One hundred thousand dollars (\$100,000) employer's liability limits for each accident or per disease, per employee. Said policies shall be endorsed to cover any disability benefits or Federal compensation acts if applicable.
 - b. General Liability: Combined single limits of, no less than one million dollars (\$1,000,000) per occurrence. General Liability Insurance shall include:
 - Personal Injury Liability coverage.
 - c. Automobile Liability: Combined single limits of, no less than, one million dollars (\$1,000,000) per occurrence. Auto liability shall include hired and non-owned autos.
 - d. Professional Liability: A professional liability errors and omissions policy with limits of, no less than, one million dollars (\$1,000,000) per claim. If said policy is written on a claim made basis, the retroactive date of the policy must predate the date of this agreement. In addition, the policy term must extend one year beyond completion date of this agreement.
 - e. Self-insured: If a self-insured retention or deductible is maintained on any of the policies, the Consultant shall provide the amount of the self-insured retention or deductible to the City. Such deductibles shall be subject to approval by the City. Such approval shall not be unreasonably withheld. The Planner will be held solely responsible for the amount of such deductible and for any co-insurance.
8. Insurance Not A Limitation. The insurance coverage and requirements contained in this Section shall not be construed to be a limitation of liability for the Consultant.

D. TERMINATION

1. This Agreement may be terminated in whole or in part in writing by either party in the event of substantial failure by the other party to fulfill its obligations under this Agreement through no fault of the terminating party; provided that no such termination may be affected unless the other party is given not less than fifteen (15) calendar days prior written notice (delivered by certified mail, return receipt requested) of intent to terminate, and an opportunity for consultation with the terminating party prior to termination.
 2. This Agreement may be terminated in whole or in part in writing by the City for its convenience; provided that the Consultant is given not less than fifteen (15) calendar days prior written notice delivered by certified mail, return receipt requested of intent to terminate, and an opportunity for consultation with the City prior to termination.
 3. Upon receipt of a notice of intent to terminate from the City pursuant to this Agreement, the Consultant shall (1) promptly discontinue all services affected (unless the notice directs otherwise), and (2) make available to the City at any reasonable time at a location specified by the City all data, drawings, specifications, reports, estimates, summaries, and such other information and materials as may have been accumulated by the Consultant in performing this Agreement, whether completed or in process.
 4. Upon termination pursuant to this Agreement, the City's Representative may take over the work and complete the same by agreement with another party or otherwise.
- E. EQUAL EMPLOYMENT OPPORTUNITY REQUIREMENTS. The Consultant agrees to abide by and comply with the City's "Equal Employment Opportunity Clause" (attached and marked hereto as Exhibit F and incorporated herein by reference) to the extent that the clause is applicable to this contract.
- F. INDEPENDENT CONTRACTOR STATUS. Nothing contained in this Agreement shall be construed to make the Consultant an employee or partner of the City. The Consultant shall at all times hereunder be construed to be an independent contractor.
- G. FEDERAL FUNDING. If Federal Funds are utilized as a source of Project funding, the Consultant shall abide by the terms of all Federal requirements in the performance of duties hereunder.
- H. AMENDMENT OF AGREEMENT. This Agreement shall be amended or supplemented only in writing and executed by both parties hereto. Any modification of this Agreement or additional obligations assumed by either party in connection with this Agreement will be binding only if evidenced in writing and signed by each party.
- I. HOLD HARMLESS. Consultant agrees to the fullest extent permitted by law to indemnify and hold harmless City and its officers, officials, employees, from and against all damages and liabilities, including bodily injury or death, and including reasonable expenses and attorney fees to the extent caused by the Consultant's negligent acts, errors, or omissions in the performance of the Consultant's services under this agreement.

Insurance coverage specified in this Agreement constitutes the minimum requirements and said requirements shall not lessen or limit the liability of the Consultant under the terms of the Agreement. The Consultant shall procure and maintain at his own cost and expense, any additional kinds and amounts of insurance that, in the Consultant's own judgment, may be necessary for the Consultant's proper protection in the prosecution of the work.

- J. COPYRIGHT ASSIGNMENT. The Consultant assigns to the City any and all of Consultant's rights under copyright laws for work prepared by the Consultant, its employees, subcontractors or agents in connection with this Contract, including any and all rights to register said copyright, renewal rights, determination rights and import rights. The Consultant agrees to execute any additional documents the City may request to effectuate the assignment of said copyright.
- K. NO BID RIGGING, BID ROTATION. The Consultant certifies, in accordance with Section 33E-11 of the Illinois Criminal Code, that the Consultant is not barred from bidding on contracts as a result of a violation of either Section 33E-3, Bid Rigging, or Section 33E-4, Bid Rotating, of the Illinois Criminal Code. The Consultant so certifies in the Non-Collusion Statement, attached and marked herein as Exhibit G and incorporated herein by reference.
- L. NO DELINQUENT TAXES. The Consultant agrees that it is not delinquent in payment of any and all taxes in any State or any political subdivisions therein and shall so certify in the Affidavit of No Delinquent Taxes, attached and marked herein as Exhibit G, and incorporated herein by reference.
- M. DRUG FREE WORKPLACE. The Consultant agrees that it shall comply with the Illinois Drug Free Workplace Act, 30 ILCS 580/1, et seq. If the Consultant has twenty-five (25) or more employees or this contract is for more than Five Thousand Dollars (\$5,000.00), the Consultant shall provide to the City the Drug Free Workplace Certification attached and marked herein as Exhibit G and incorporated herein by reference.
- N. SEVERABILITY. If any section, terms or provisions of this Agreement or the application thereof shall be held to be invalid or unenforceable, the remainder of each section, subsection, term or provision of this Agreement or the application of the Agreement to the parties, shall not be affected thereby.
- O. TIMELINESS. The Parties recognize and agree that time is of the essence of this Agreement as is consistent with the applicable professional standard of care.
- P. AUTHORIZED SIGNATOR. Each signatory to this Agreement warrants and represents that such signatory is duly authorized to execute this Agreement on behalf of the party for who the Agreement is signed.
- Q. COUNTERPART SIGNATURES. This Agreement may be executed in counterparts, and any party hereto may sign any counterpart. This Agreement shall be effective when each party hereto has signed a counterpart, and a set of counterparts bearing the signature of each party hereto shall constitute the Agreement as fully as if all of the parties shall have signed a single document.
- R. ENTIRE AGREEMENT. This Agreement contains the entire understanding of the parties hereto in respect of the transactions contemplated hereby and supersedes all prior agreements and understandings between the parties with respect to such subject matter.
- S. NOTICE. All notices, demands and requests that are required or allowed to be given by either party shall be in writing and shall be personally delivered or sent by certified mail, postage prepaid, to the address as set forth below or to such other address as either party may subsequently designate in writing:

To City:

City of Decatur
City Clerk
#1 Gary K. Anderson Plaza
Decatur, IL 62523

To Consultant:

McKenna Associates, Inc.
Christopher Khorey, AICP
Vice President
124 E. Fulton Street, Suite 6B
Grand Rapids, MI 49503

- T. VENUE. This Agreement shall be construed, interpreted, and governed by the laws of the State of Illinois. Each Party agrees that any legal action to enforce or defend with respect to this Agreement (a “Legal Action”) shall be brought only in the Circuit Court of the State of Illinois in Macon County. Exclusive venue for all proceedings regarding this Agreement shall be Macon County, Illinois. Each Party further accepts for itself, himself or herself and in respect of its, his or her property, generally and unconditionally, the exclusive jurisdiction of that court with respect to any Legal Action and irrevocably waives any objection, including, without limitation, any objection to the laying of venue or based on the grounds of forum non conveniens, which it, he or she may now or hereafter have to the bringing of any Legal Action in that jurisdiction and venue.

SECTION V. PAYMENT

- A. BASIS OF BILLING. City shall pay the Consultant for all services rendered under Exhibit A.

B. PAYMENT FOR WORK COMPLETED

1. Monthly Progress Payments. Monthly progress payments may be requested by the Consultant for work satisfactorily completed and shall be made by the City to the Consultant as soon as practicable upon submission of statements requesting payment by the Consultant to the City. Each statement shall be accompanied by an Invoice Data Sheet as shown in Exhibit I. If the Consultant prefers, the Invoice Data sheet may serve as the Consultant’s invoice.
2. Monthly Progress Reports. The Consultant shall prepare a monthly progress report indicating the amount of work completed based on the approved scope of work and any approved addendums. The Consultant shall also prepare a progress chart showing the upper limit of compensation approved by the contract, the planned time of completion, the estimated completion to date, the percentage of the approved contract amount earned, the percentage of elapsed time, and the currently forecasted amount of work required to complete the project. The Consultant may use an electronic spreadsheet template prepared by the City’s Representative to prepare the progress chart.
3. Maximum Payment Requests. No payment request made pursuant to subparagraph 1 of this Section V shall exceed the estimated maximum total amount and value of the total work and services to be performed by the Consultant under this Agreement for that phase or additional service without the prior authorization of the City’s Representative. These estimates have been prepared by the Consultant and supplemented or accompanied by such supporting data as may be required by the City’s Representative.
4. Time and Manner of Payments. Upon receipt of a properly invoiced payment request, the City shall pay the amount due less any amounts allowed to be retained or withheld by the City under this Agreement within 60 days of receipt of the invoice.

5. Release of Claims. Upon satisfactory completion of the work performed hereunder and prior to final payment under this Agreement, and as a condition precedent thereto, the Consultant shall execute and deliver to the City's Representative a release of all claims against the City arising under or by virtue of this Agreement.
6. Local Government Prompt Payment Act. The Consultant and City hereby expressly acknowledge and agree that the Local Government Prompt Payment Act does not apply to this Agreement.
- C. PAYMENT UPON TERMINATION. In the event of termination by City under Section IV.E upon the completion of any phase of the Basic Services, progress payments due to the Consultant for services rendered through such phase shall constitute total payment for such services. In the event of such termination by City during any phase of the Basic Services, Consultant also will be reimbursed for the charges of independent professional associates and consultants employed by Consultant to render Basic Services, and paid for services rendered during that phase on the basis of Consultant's Direct Labor Costs times a factor defined in Section V.A. of this Agreement for services rendered during that phase to date of termination by Consultant's principals and employees engaged directly on the Project. In the event of any such termination, Consultant will be paid for all unpaid Additional Services rendered to date and unpaid Reimbursable Expenses that may have accrued to date.

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

DATED this _____ day of _____, 2025

THE CITY OF DECATUR, ILLINOIS

Julie Moore Wolfe, Mayor

ATTEST:

Kim Altoff, City Clerk

McKenna Associates, Inc.

By: _____

EXHIBIT A.1



MCKENNA

Project Schedule Plan

City of Decatur, Illinois

June 15, 2026

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Scope of Work Summary

1. **Kick-Off Tour.** A guided tour of the community, study area, and key corridors conducted with project stakeholders, municipal staff, elected officials, and the consultant team. The tour documents existing conditions, development patterns, infrastructure challenges, neighborhood assets, redevelopment opportunities, and community concerns that will inform the planning and zoning process.

2. **Steering Committee Kick-Off Meeting.** An initial project coordination meeting the Steering Committee (which will consist of staff, officials, and stakeholders, to be determined in conjunction with City leaders), and the consultant team to establish project goals, confirm schedules and deliverables, review public engagement strategies, define roles and responsibilities, and align expectations for the Comprehensive Plan and Unified Development Ordinance processes.

3. **Existing Conditions Report.** A comprehensive assessment and documentation of current community conditions, including demographics, land use, housing, transportation, infrastructure, environmental features, economic trends, public facilities, zoning, and development patterns. The report establishes the baseline conditions that guide future planning recommendations.

4. **Industrial, Retail, and Housing Market Needs Analysis.** An in-depth analysis of local and regional market conditions evaluating industrial, commercial, retail, office, residential, and mixed-use trends. The analysis identifies market opportunities, development gaps, housing demand, redevelopment potential, and economic positioning strategies to support future land use and investment decisions.
5. **Project Website.** Development and maintenance of a dedicated project website serving as the central online hub for public engagement, project updates, schedules, meeting materials, surveys, draft documents, and community feedback opportunities throughout the planning process.

6. **Community Brainstorm Workshop.** McKenna will work with City staff to promote and hold a community meeting to get broad input on the community's goals for their City. The Workshop will be promoted during National Night Out with materials promoted by McKenna.

7. **Online Survey 1: Community Brainstorm Survey.** A public engagement survey designed to gather broad community input regarding local priorities, concerns, opportunities, visioning themes, and desired future outcomes. Survey findings will inform planning recommendations, policy development, and community-driven strategies.

8. **Online Survey 2: Youth-Focused Survey.** A targeted engagement survey specifically designed to capture the perspectives, priorities, and aspirations of youth and young adults regarding housing, recreation, transportation, education, employment, safety, and quality-of-life issues within the community.

9. **Other Surveys (3, 4, and 5)** A series of supplemental surveys developed to collect focused stakeholder and community input on specialized planning topics, such as housing, transportation, economic development, parks and recreation, downtown revitalization, corridor improvements, or zoning policy preferences.
10. **3-Day Comprehensive Plan Charrette.** An intensive multi-day collaborative planning workshop involving residents, stakeholders, municipal officials, and the consultant team to develop community visioning concepts, land use strategies, redevelopment ideas, transportation priorities, and implementation initiatives for the Comprehensive Plan. The Charrette will include the following:

• A Classroom Takeover to engage students.

• Two Evening Community Presentations

• A Working Design Studio during the day, with rolling stakeholder meetings with the planning team.

• A booth at a High School football where residents can get information on the process and learn about upcoming engagement opportunities.

• Other Events and Workshops as Determined with City Staff

11. **2-Day Zoning Charrette.** A focused zoning workshop conducted over two days to evaluate existing zoning regulations, identify ordinance deficiencies, explore district frameworks, review development standards, and collaboratively shape the structure and direction of the Unified Development Ordinance. Similar to the first Charrette, the second Charrette will include the following:
- A Classroom Takeover to engage students.
 - Two Evening Community Presentations
 - A Working Design Studio during the day, with rolling stakeholder meetings with the planning team.
 - Other Events and Workshops as Determined with City Staff
12. **Zoning Survey.** An online survey on key zoning and subdivision policy topics, to ensure the community is supportive of the major zoning changes proposed in the wake of the Comprehensive Plan.
13. **Transportation for the Future.** Preparation of transportation and traffic analyses evaluating current and future roadway performance, travel demand, connectivity, multimodal circulation, traffic patterns, and infrastructure capacity to support future growth and development scenarios.
14. **Motorized & Non-Motorized Mobility Plan.** Development of a comprehensive mobility strategy addressing vehicular circulation, public transit, pedestrian infrastructure, bicycle facilities, trails, accessibility, safety, complete streets principles, and connectivity improvements throughout the community.
15. **Vacant Land Strategy.** A strategic framework for the reuse, redevelopment, stabilization, and long-term management of vacant and underutilized properties. The framework identifies priority redevelopment areas, land banking opportunities, infill development approaches, green infrastructure opportunities, and implementation tools.
16. **Sub Area 1: Downtown Plan.** A focused planning document providing redevelopment strategies, streetscape concepts, land use recommendations, mobility improvements, placemaking initiatives, urban design standards, and economic development strategies for downtown and surrounding districts.
17. **Sub Area Plans 2 & 3.** Preparation of targeted planning studies for designated subareas within the community, addressing localized land use conditions, redevelopment opportunities, infrastructure needs, transportation improvements, neighborhood stabilization strategies, and urban design recommendations.
18. **Sub Area Plans 4 & 5.** Preparation of additional targeted subarea planning studies focused on neighborhood-specific conditions, redevelopment priorities, land use transitions, public space improvements, economic development opportunities, and implementation strategies tailored to each planning area.
19. **Supplemental Chapters.** Development of specialized Comprehensive Plan chapters addressing additional planning topics such as Parks/Green Space Strategy, Infrastructure Upgrades Plan, Transit Plan, Emerging Transportation Technology Plan, and the Market Needs Analysis Cross-Check.
20. **Implementation Plan & Matrix.** A detailed implementation framework identifying action items, responsible parties, timelines, funding sources, priority levels, and measurable outcomes necessary to execute the Comprehensive Plan and Unified Development Ordinance recommendations over time.
21. **Comprehensive Plan Full Draft.** Preparation of the complete draft Comprehensive Plan consolidating all analyses, community engagement findings, goals, policies, future land use recommendations, implementation strategies, maps, graphics, and supporting documentation for formal review.
22. **Comprehensive Plan Unveiling.** A public presentation and community engagement event introducing the draft Comprehensive Plan, including future land use concepts, planning recommendations, policy frameworks, implementation strategies, and major initiatives for public review and feedback.
23. **Zoning Plan/Zoning Ordinance and Subdivision Ordinance Technical Review.** A detailed technical evaluation of the Zoning Ordinance and Subdivision Ordinance to ensure consistency with state enabling legislation, best practices, administrative functionality, and alignment with the Comprehensive Plan. A summarized version of the Technical Review will be included in the Comprehensive Plan as the “Zoning Plan” chapter, giving imprimatur and legitimacy to the new Unified Development Ordinance.
24. **Unified Development Ordinance Annotated Outline.** Preparation of a structured outline documenting the organization, format, key themes, proposed chapters, and regulatory framework for the Unified Development Ordinance prior to full draft development. One key aspect of this step will be the integration of the Zoning Ordinance and Subdivision Ordinance into a single coherent document.

25. **Proposed Zoning Map.** Preparation of a revised zoning map and associated GIS geodatabase files reflecting recommended district boundaries, land use transitions, overlay districts, redevelopment areas, and policy objectives established through the planning and zoning process.
26. **Unified Development Ordinance – First Draft.** Preparation of the initial full draft of new Unified Development Ordinance, including zoning districts, development standards, procedures, definitions, administrative provisions, and regulatory language for staff and stakeholder review.
27. **Unified Development Ordinance – Second Draft.** Preparation of the revised Unified Development Ordinance draft, incorporating feedback from municipal staff, legal counsel, elected officials, and stakeholders following review of the first draft.
28. **Unified Development Ordinance – Final Version.** Finalization and adoption-ready preparation of Unified Development Ordinance, including incorporation of all revisions, formatting, legal edits, maps, and supporting documentation required for formal municipal adoption. Project Team support for public hearings, adoption meetings, revisions requested by decision-makers, and preparation of final adoption-ready documents.
29. **Training Manual.** Preparation of a user-friendly guidance manual for municipal staff, appointed officials, and decision-makers explaining the structure, administration, interpretation, and implementation of the updated Comprehensive Plan and Unified Development Ordinance.
30. **Final Deliverables.** Preparation and submission of all final project materials, including the adopted Comprehensive Plan, Unified Development Ordinance, Training Manual, zoning map, implementation matrix, technical reports, supporting studies, community engagement summaries, presentation materials, graphics, maps, and all associated documentation developed throughout the planning process. Deliverables shall be provided in digital and print-ready formats and shall include editable source files, PDF versions, GIS mapping files, survey data and results, presentation files, and other supporting materials necessary for future implementation, administration, and updates by the City. Final deliverables will be organized and transmitted in a manner that ensures long-term usability, accessibility, and integration into municipal planning, zoning, economic development, and capital improvement activities.

Comprehensive Plan Monthly Schedule

	July-26	August-26	September-26	October-26	November-26	December-26	January-27
Key Tasks	Onboarding Logistics Background	Existing Conditions Overall FLU Map/Plan	Existing Conditions Market Needs Analysis Overall FLU Map/Plan	Existing Conditions Market Needs Analysis Overall FLU Map/Plan	Market Needs Analysis Transportation Modeling	Overall FLU Map/Plan Transportation Modeling	Overall FLU Map/Plan Transportation Modeling Vacant Land Strategy
Virtual Meetings			ELU / Vacant Land with Staff Transportation / Infrastructure with Staff	Existing Conditions Review with Staff	Market Needs Analysis Review with Staff	2 Collaborations with Staff Existing/Conditions/Market Needs Analysis Discussion with Steering Committee	1 Collaboration with Staff FLU Discussion with Steering Committee
In-Person Meetings	Two-Day Kickoff and Orientation Tour, including Steering Committee kickoff meeting					Existing Conditions/Market Needs Analysis Presentation to City Plan Commission	
Deliverables			First Draft Existing Conditions Report (Word)	First Draft Market Needs Analysis (Word) Revised Existing Conditions Report (Word) Draft FLU Map and Plan (Word)	Revised Market Needs Analysis (Review) Revised FLU Map and Plan (Word)	Draft Transportation Model Data Report (Word)	Revised Transportation Model Data Report (Word) Draft Vacant Land Strategy (Word)

Comprehensive Plan Monthly Schedule (Cont.)

	February-27	March-27	April-27	May-27	June-27	July-27	August-27
Key Tasks	Downtown Plan Transportation Modeling Vacant Land Strategy	Downtown Plan Transportation Modeling Sub-Area Plan 2 Sub-Area Plan 3 Pedestrian/Non-Motorized Plan	Sub-Area Plan 2 Sub-Area Plan 3 Pedestrian/Non-Motorized Plan Sub-Area Plan 4 Sub-Area Plan 5 Emerging Transportation Technology Plan Transit Plan	Sub-Area Plan 4 Sub-Area Plan 5 Emerging Transportation Technology Plan Transit Plan Parks/Green Space Strategy Infrastructure Upgrades Plan Market Needs Analysis Cross-Check Zoning Plan	Parks/Green Space Strategy Infrastructure Upgrades Plan Market Needs Analysis Cross-Check Zoning Plan Implementation Matrix	Full Draft for Staff Comment	Full Draft for PC Comment
Virtual Meetings	2 Collaborations with Staff 1 Downtown Discussion with Steering Committee	2 Collaborations with Staff 1 Transportation Discussion with Steering Committee	2 Collaborations with Staff 1 Sub-Area Discussion with Steering Committee	2 Collaborations with Staff 1 Implementation Plan Discussion with Steering Committee	1 Collaboration with Staff	1 Collaboration with Staff	
In-Person Meetings	FLU Presentation to City Plan Commission			Transportation for the Future Presentation to City Plan Commission	Sub-Area Plan Presentation to City Plan Commission	Implementation Plan Presentation to City Plan Commission	
Deliverables	Downtown Plan Corridor Design Plan Vacant Land Strategy Revised Vacant Land Strategy (Word) Draft Downtown Plan (Word) Draft Transportation Modeling Report (Word)	Revised Downtown Plan (Word) Revised Corridor Design Plan (Word) Draft Sub-Area Plan 2 (Word) Draft Sub-Area Plan 3 (Word) Draft Pedestrian/Non-Motorized Plan (Word)	Revised Sub-Area Plan 2 (Word) Revised Sub-Area Plan 3 (Word) Revised Pedestrian/Non-Motorized Plan (Word) Draft Sub-Area Plan 4 (Word) Draft Sub-Area Plan 5 (Word) Draft Emerging Transportation Technology Plan (Word) Draft Transit Plan (Word)	Revised Sub-Area Plan 4 (Word) Revised Sub-Area Plan 5 (Word) Revised Emerging Transportation Technology Plan (Word) Revised Transit Plan (Word) Draft Parks/Green Space Strategy (Word) Draft Infrastructure Upgrades Plan (Word) Draft Market Needs Analysis Cross-Check (Word) Draft Zoning Plan (Word)	Revised Parks/Green Space Strategy (Word) Revised Infrastructure Upgrades Plan (Word) Revised Market Needs Analysis Cross-Check (Word) Revised Zoning Plan (Word)	Full Draft for Staff Comment (InDesign)	Full Draft for PC Comment (InDesign)

Comprehensive Plan Monthly Schedule (Cont.)

	September-27	October-27	November-27	December-27	January-28	February-28	March-28
Key Tasks	Full Draft for CC Comment	Full Draft for CC Comment	Public Hearing Draft	Adoption Draft			
Virtual Meetings							
In-Person Meetings				Adoption Meeting			
Deliverables	Full Draft for CC Comment (InDesign)	Full Draft for CC Comment (InDesign)	Public Hearing Draft (InDesign)	Adoption Draft (InDesign)	Final Version (InDesign/PDF/Hard Copy)*		

Final Version (InDesign/PDF/Hard Copy)*

- 30 hard copies of Comprehensive Plan
 - 25 spiral bound
 - 5 in binders
- InDesign Version (CP)

Unified Development Ordinance Monthly Schedule

	July -26	August-26	September-26	October-26	November-26	December-26	January-27
Key Tasks	Onboarding Logistics Background						
Virtual Meetings							
In-Person Meetings	Two-Day Kickoff and Orientation Tour, including Steering Committee kickoff meeting						
Deliverables							

	February -27	March-27	April-27	May-27	June-27	July-27	August-27
Key Tasks				Technical Review	Technical Review Annotated Outline	Annotated Outline	Zoning Map
Virtual Meetings					1 Collaboration with Staff 1 Zoning Plan Discussion with Steering Committee	1 Collaboration with Staff 1 Subdivision Ordinance Discussion with Steering Committee	1 Collaboration with Staff 1 Zoning Policy Discussion with Steering Committee
In-Person Meetings							
Deliverables				Draft Technical Review	Revised Technical Review Draft Annotated Outline	Revised Annotated Outline	Draft Zoning Map

Unified Development Ordinance Monthly Schedule (Cont.)

	September -27	October-27	November-27	December-27	January-28	February-28	March- 28
Key Tasks	First Draft	First Draft	First Draft	First Draft for PC Comment	First Draft for PC Comment	Second Draft	Final Revisions
Virtual Meetings	2 Collaborations with Staff 1 Zoning Policy Discussion with Steering Committee	2 Collaborations with Staff 1 Zoning Policy Discussion with Steering Committee					
In-Person Meetings							
Deliverables	Key Draft Sections for Steering Committee and Stakeholders	Key Draft Sections for Steering Committee and Stakeholders	First Full Draft for Steering Committee Comment (Word)	First Draft for PC Comment (Word)	First Draft for CC Comment (Word)	Second Draft (Word)	Public Hearing Draft (Word)

	April-28	May-28	June-28	July-28	August-28	September-28	October-28
Key Tasks	Training Manual	Training Session Prep Training Manual	Training Session				
Virtual Meetings							
In-Person Meetings		Adoption Meeting	Training Session				
Deliverables	Version for Adoption	Final UDO (Word/PDF/Hard Copies) Training Manual (Word)	Final Training Manual (Word/PDF/Hard Copies) *				

- * Final Training Manual (Word/PDF/Hard Copies) *
- 10 hard copies of the Unified Development Ordinance
 - 5 spiral bound
 - 5 in binders
 - 10 hard copies of the Training Manual
 - 5 spiral bound
 - 5 in binders
 - PDF Versions of All Final Deliverables
 - Word Version (ZO and Training Manual)

Community Engagement Monthly Schedule

	July-26	August-26	September-26	October-26	November-26	December-26	January-27
Key Tasks	Project Logo Development Project Website Development	Community Brainstorm Survey Development National Night Out Preparations	National Night Out (Non-McKenna) Community Brainstorm Workshop Event	3-Day / Preparations Classroom Takeover Materials Youth-Focused Survey	3-Day Charrette Youth-Focused Survey	Classroom Takeovers (Non-McKenna) Online Survey 3 – Topic TBD	Classroom Takeovers (Non-McKenna) Online Survey 3 – Topic TBD
Virtual Meetings							
In-Person Meetings			Community Brainstorm Event		3-Day Charrette		
Deliverables	Project Logo Project Website Home Page	Community Brainstorm Survey		3-Day Charrette Plan Community Brainstorm Report (Word) Classroom Takeover Materials Youth-Focused Survey		3-Day Charrette Report (Word) Youth-Focused Survey Report (Word)	Classroom Takeovers (Non-McKenna) Online Survey 3 – Topic TBD

	February-27	March-27	April-27	May-27	June-27	July-27	August-27
Key Tasks	Online Survey 4 – Topic TBD	Online Survey 4 – Topic TBD	Online Survey 5 – Topic TBD	Online Survey 5 – Topic TBD	Zoning Survey 2-Day Charrette Prep	Zoning Survey 2-Day Charrette	Plan Unveiling Prep
Virtual Meetings							
In-Person Meetings							
Deliverables	Online Survey 3 Report (Word)		Online Survey 4 Report (Word)		Online Survey 5 Report (Word) 2-Day Charrette Plan		Zoning Survey Report (Word) 2-Day Charrette Report

Community Engagement Monthly Schedule (Cont.)

	September-27	October-27	November-27	December-27	January-28	February-28	March-28
Key Tasks							
Virtual Meetings	5 Zoning Policy Virtual Roundtables	5 Zoning Policy Virtual Roundtables					
In-Person Meetings	Comprehensive Plan Unveiling Milestone		Comprehensive Plan Public Hearing				
Deliverables							

	April-28	May-28	June-28	July-28	August-28	September-28	October-28
Key Tasks							
Virtual Meetings							
In-Person Meetings	Unified Development Ordinance Public Hearing						
Deliverables							

Project Budget by Task

Task Number	Task	Comprehensive Plan Budget	Unified Development Ordinance Budget	Total Budget
Task 1.1	Project Communications and Coordination	\$3,000	\$3,000	\$6,000
1.1.1	Community Engagement Plan and Schedule	\$500	\$500	\$1,000
1.1.2	Project Website	\$2,500	\$2,500	\$5,000
Task 1.2	Public Participation and Community Outreach	\$28,000	\$31,000	\$59,000
1.2.1	Community Brainstorm Event	\$4,000	\$4,000	\$8,000
1.2.2	Materials for Staff Engagement at National Night Out	\$1,000	\$1,000	\$2,000
1.2.3	Materials for Staff Engagement at Classroom Takeovers	\$2,500	\$2,500	\$5,000
1.2.4	Online Survey 1: Community Brainstorm Survey	\$2,500	\$2,500	\$5,000
1.2.5	Online Survey 2: Youth-Focused Survey	\$2,500	\$2,500	\$5,000
1.2.6	Online Survey 3	\$2,500	\$2,500	\$5,000
1.2.7	Online Survey 4	\$2,500	\$2,500	\$5,000
1.2.8	Online Survey 5	\$2,500	\$2,500	\$5,000
1.2.9	Zoning Survey	\$0	\$5,000	\$5,000
1.2.10	Comprehensive Plan Unveiling Community Event	\$8,000	\$0	\$8,000
1.2.11	Zoning Policy Stakeholder Roundtables (10)	\$0	\$6,000	\$6,000
Task 1.3	Charrettes	\$21,000	\$14,000	\$35,000
1.3.1	3-Day Comprehensive Plan Charrette	\$21,000	\$0	\$21,000
1.3.2	2-Day Zoning Charrette	\$0	\$14,000	\$14,000
	Community Engagement Total	\$52,000	\$48,000	\$100,000

Task Number	Task	Comprehensive Plan Budget	Unified Development Ordinance Budget	Total Budget
Task 2.1	Kickoff and Strategic Issues	\$5,000	\$5,000	\$10,000
2.1.1	Two-Day Kickoff and Orientation	\$5,000	\$5,000	\$10,000
Task 2.2	Identify, Quantify, and Analyze	\$10,000	\$0	\$10,000
2.2.1	Existing Conditions	\$5,000	\$0	\$5,000
2.2.2	Market & Needs Analysis (Housing, Retail, Industrial)	\$5,000	\$0	\$5,000
Task 2.3	The City Framework	\$5,000	\$0	\$5,000
2.3.1	Overall Future Land Use Plan	\$5,000	\$0	\$5,000
Task 2.4	Roadmap for the Future	\$103,000	\$0	\$103,000
2.4.1	Transportation Modeling/Corridor Design & Improvements	\$44,300	\$0	\$44,300
2.4.2	Motorized and Non-Motorized Transportation Plan	\$9,700	\$0	\$9,700
2.4.3	Downtown Plan (Sub-Area 1)	\$4,000	\$0	\$4,000
2.4.4	Sub-Area Plans (4)	\$16,000	\$0	\$16,000
2.4.5	Vacant Land Strategy	\$14,000	\$0	\$14,000
2.4.6	Supplemental Chapters	\$15,000	\$0	\$15,000
Task 2.5	Implementation Plan	\$10,000	\$5,000	\$15,000
2.5.1	Implementation Plan and Matrix	\$10,000	\$0	\$10,000
2.5.2	Zoning Plan (incl. Zoning Ordinance/Subdivision Ordinance Technical Review)	\$0	\$5,000	\$5,000
Task 2.6	Comprehensive Plan Adoption	\$10,000	\$0	\$10,000
2.6.1	Public Hearing (City Plan Commission)	\$3,000	\$0	\$3,000
2.6.2	Final Adoption (City Council)	\$2,000	\$0	\$2,000
2.6.3	Final Document Format (InDesign)	\$5,000	\$0	\$5,000

Task Number	Task	Comprehensive Plan Budget	Unified Development Ordinance Budget	Total Budget
Task 3.1	Unified Development Ordinance Annotated Outline and Format	\$0	\$3,120	\$3,120
3.1.1	Unified Development Ordinance Annotated Outline and Format	\$0	\$3,120	\$3,120
Task 3.2	Unified Development Ordinance First Draft	\$0	\$24,560	\$24,560
3.2.1	Subdivision Ordinance Update and Integration with Zoning Ordinance	\$0	\$5,000	\$5,000
3.2.2	Unified Development Ordinance First Draft	\$0	\$19,560	\$19,560
Task 3.3	UDO First Draft Review and Second Draft Preparation	\$0	\$11,100	\$11,100
3.3.1	Unified Development Ordinance Second Draft	\$0	\$11,100	\$11,100
Task 3.4	Unified Development Ordinance Adoption	\$0	\$11,590	\$11,590
3.4.1	Public Hearing (City Plan Commission)	\$0	\$4,295	\$4,295
3.4.2	Final Adoption (City Council)	\$0	\$3,295	\$3,295
3.4.3	Final Document Format (Word)	\$0	\$4,000	\$4,000
Task 3.5	Training Session and Manual	\$0	\$10,170	\$10,170
3.5.1	Training Manual	\$0	\$5,000	\$5,000
3.5.2	Training Session	\$0	\$5,170	\$5,170
	Bound Document Printing	\$5,000	\$5,000	\$10,000
	Overall	Comprehensive Plan Total	Unified Development Ordinance Budget	Overall Total
	Consulting Team Services	\$195,000	\$118,540	\$313,540
	Bound Document Printing	\$5,000	\$5,000	\$10,000
	Total	\$200,000	\$123,540	\$323,540



Scope of Work

2027 Master Plan- Master Plan and Unified Development Ordinance Update City of Decatur, Illinois

The following summarizes the scope of work for project task and deliverables to be completed as part of the Decatur Master Plan. This work will be completed in collaboration with Lochmueller Group. The unique responsibilities of each team have been identified throughout the following scope. Tasks and deliverables will be completed based on the project timeline attached, which is subject to revisions as needed to meet the overall project goals.

Task 1.1 – Project Communications and Coordination

This task establishes the communication framework and public-facing information tools that will support the Comprehensive Plan and Unified Development Ordinance process. The Project team will develop and maintain project communication resources to ensure stakeholders, residents, elected officials, and partner agencies have consistent access to project information, engagement opportunities, schedules, documents, and project updates throughout the planning process. These efforts will promote transparency, encourage participation, and provide a centralized source of information for all project-related activities.

Deliverables

- **Community Engagement Plan and Schedule**
 - Public engagement strategy
 - Project communication framework
 - Engagement schedule and outreach calendar
 - Stakeholder identification and participation plan
- **Project Website**
 - Project homepage and branding
 - Project overview and timeline
 - Meeting notices and announcements
 - Public engagement opportunities
 - Online survey links
 - Draft and final document repository
 - Project updates and news postings
 - Contact and feedback submission tools
 - Ongoing website maintenance throughout the project



Task 1.2 – Public Participation and Community Outreach

This task is designed to provide broad, inclusive, and continuous public engagement throughout the Comprehensive Plan and Unified Development Ordinance process. The Project team will utilize a variety of outreach methods to engage residents, business owners, stakeholders, students, neighborhood organizations, and community leaders in meaningful dialogue regarding the future of Decatur. Public participation activities will gather community input on planning priorities, development opportunities, housing needs, transportation improvements, land use policies, and zoning issues. Results from these outreach efforts will directly inform plan recommendations, implementation strategies, and ordinance updates.

Deliverables

- Community Brainstorm Event
- Materials for Staff Engagement at National Night Out
- Materials for Staff Engagement at Classroom Takeovers
- Online Survey 1: Community Brainstorm Survey
- Online Survey 2: Youth-Focused Survey
- Online Survey 3
- Online Survey 4
- Online Survey 5
- Zoning Survey
- Comprehensive Plan Unveiling Community Event
- Zoning Policy Stakeholder Roundtables (10)

Task 1.3 – Charrettes

The community workshops include two intensive, collaborative planning charrettes designed to engage residents, stakeholders, elected officials, municipal staff, and community partners in the development of the Comprehensive Plan and Unified Development Ordinance. The charrettes will serve as key milestones in the planning process, providing opportunities for public participation, visioning, design exploration, policy discussion, and consensus building. The Comprehensive Plan Charrette will focus on community vision, future land use, redevelopment opportunities, transportation priorities, and implementation strategies, while the Zoning Charrette will focus on zoning policy, development standards, district structure, and ordinance modernization.

Deliverables

- 3-Day Comprehensive Plan Charrette
- 2-Day Zoning Charrette

Task 2.1 – Kickoff and Strategic Issues

The Comprehensive Plan and Unified Development Ordinance process will be initiated through a coordinated project kickoff and community orientation effort. The Project team will conduct a two-day kickoff and orientation tour with City staff, elected officials, stakeholders, and project partners to gain a firsthand understanding of existing conditions, development patterns, infrastructure systems, redevelopment opportunities, neighborhood assets, and community challenges. The kickoff process will establish project goals, confirm expectations, refine the project schedule, identify strategic issues, and ensure alignment among all project participants prior to beginning technical analysis and public engagement activities.

Deliverables

- Two-Day Kickoff and Orientation
- Work Plan & Schedule



Task 2.2 – Identify, Quantify, and Analyze

This task establishes the analytical foundation for the Comprehensive Plan by documenting existing conditions and evaluating current and future market trends within the City of Decatur. The Project team will collect, analyze, and synthesize demographic, economic, housing, land use, transportation, infrastructure, and development data to identify community strengths, challenges, opportunities, and emerging trends. In addition, a market and needs analysis will assess housing demand, retail opportunities, industrial growth potential, and broader economic conditions to ensure that future planning recommendations are responsive to market realities and community needs. The findings of this task will provide the factual basis for future land use planning, redevelopment strategies, transportation investments, and implementation initiatives.

Deliverables

- Existing Conditions Report
- Housing Needs and Market Analysis Report

Task 2.3 – The City Framework

This task establishes the long-range vision and physical development framework for the City of Decatur through the preparation of a Future Land Use Plan. Building upon the findings of the existing conditions assessment, market and needs analysis, public engagement activities, and stakeholder input, the Project team will develop a comprehensive land use strategy that guides future growth, redevelopment, conservation, transportation investments, and economic development. The Future Land Use Plan will identify appropriate development patterns, redevelopment opportunities, land use transitions, growth areas, and community character objectives to support informed decision-making and implementation over the planning horizon.

Deliverables

- Overall Future Land Use Plan
- Future Land Use Map

Task 2.4 – Roadmap for the Future

This task develops the major planning strategies and implementation frameworks that will guide Decatur's future growth, redevelopment, mobility, and investment priorities. Building upon the Future Land Use Plan, technical analyses, and community input, the Project team will prepare a series of focused planning initiatives addressing transportation, mobility, redevelopment, neighborhood revitalization, downtown development, vacant land reuse, and targeted sub-area planning. These efforts will establish actionable strategies to improve connectivity, strengthen economic competitiveness, encourage sustainable development patterns, support reinvestment, and enhance quality of life throughout the community. Together, these components will serve as the primary policy and investment framework for achieving the community's long-term vision.

This portion of the scope will feature an enhanced Transportation Plan. This will include a transportation scenario modeling process to be carried out by Lochmueller Group, utilizing the DUATS travel demand model (TDM). The second portion of the Transportation Plan will focus on identifying how the multi-modal transportation network can be augmented to better support opportunities for development and redevelopment, and the community's access to resources.

The findings of the Transportation Plan and other elements of this process will be used to inform the preparation of a focused set of five targeted sub-area plans addressing localized land use conditions, redevelopment opportunities, transportation and infrastructure needs, neighborhood stabilization strategies, economic development opportunities, and site-specific implementation recommendations tailored to each planning area. One of these plans will focus on the downtown revitalization strategy addressing land use, redevelopment opportunities,



streetscape enhancements, placemaking initiatives, economic development, mobility improvements, urban design standards, and implementation actions to strengthen Downtown Decatur as the community's civic and commercial center. The focus of the remaining four sub-area plans will be identified during the planning process.

This task will also include the development of a comprehensive strategy for the reuse, redevelopment, stabilization, and long-term management of vacant and underutilized properties, including redevelopment priorities, infill development opportunities, land banking approaches, green infrastructure initiatives, and implementation tools. Additionally, specialized Comprehensive Plan chapters will be created addressing priority topics such as parks and green space, infrastructure improvements, emerging transportation technologies, transit, sustainability, resilience, public health, economic competitiveness, and other issues identified through the planning process.

Deliverables

- Transportation for the Future- Transportation Scenario Modeling, and associated recommendations
- Motorized and Non-Motorized Transportation Plan
- Sub-Area Plans (5), including the Downtown Plan
- Vacant Land Strategy
- Parks/Green Space Strategy
- Infrastructure Upgrades Plan
- Market Needs Analysis Cross-Check

Task 2.5 – Implementation Plan

The recommendations of the Comprehensive Plan will be converted into a practical and actionable implementation framework. The Project team will develop a detailed implementation plan that identifies priority projects, policy initiatives, responsible parties, potential funding sources, implementation timelines, and performance measures to guide decision-making over the life of the plan. In addition, this task includes the preparation of a Zoning Plan and technical review of the existing Zoning Ordinance and Subdivision Ordinance to ensure alignment between the Comprehensive Plan and the future Unified Development Ordinance. Together, these efforts will provide the City with a clear roadmap for carrying out the plan's vision and monitoring progress over time.

Deliverables

- Implementation Plan and Matrix
- Zoning Plan (including Zoning Ordinance/Subdivision Ordinance Technical Review)

Task 2.6 – Comprehensive Plan Adoption

This task encompasses the final review, adoption, and publication of the Comprehensive Plan. The Project team will support the City through the formal public hearing and adoption process by presenting plan recommendations, responding to comments, and incorporating final revisions as needed. Upon adoption, the Comprehensive Plan will be professionally formatted and prepared for both digital and print distribution. The final document will serve as the City's official policy guide for future land use, transportation, economic development, housing, infrastructure investment, and community development decisions.

Deliverables

- Public Hearing (City Plan Commission)
- Final Adoption (City Council)
- Final Document Format (InDesign)



Task 3.1 – Unified Development Ordinance Annotated Outline and Format

This task establishes the organizational framework, structure, and format for the City's new Unified Development Ordinance (UDO). The Project team will conduct a comprehensive review of the existing regulatory framework and prepare an annotated outline that defines the proposed organization, chapter structure, zoning districts, development standards, administrative procedures, and regulatory components of the new ordinance. A key objective of this task is the integration of the existing Zoning Ordinance and Subdivision Ordinance into a single, user-friendly document that improves clarity, consistency, and ease of administration. The annotated outline will serve as the foundation for subsequent ordinance drafting and policy development efforts.

Deliverables

- Unified Development Ordinance Annotated Outline and Format

Task 3.2 – Unified Development Ordinance First Draft

This task involves the preparation of the initial draft of the Unified Development Ordinance (UDO), transforming the policy direction established through the Comprehensive Plan, technical review, stakeholder engagement process, and annotated outline into enforceable regulatory language. The Project team will update and integrate the existing Subdivision Ordinance with the Zoning Ordinance to create a single, cohesive development regulation document. The first draft will establish zoning districts, land use regulations, development standards, subdivision requirements, administrative procedures, approval processes, definitions, and other implementation mechanisms necessary to support the City's long-term planning objectives. This draft will serve as the primary working document for staff, stakeholder, Planning Commission, and City Council review.

Deliverables

- Subdivision Ordinance Update and Integration with Zoning Ordinance
- Unified Development Ordinance First Draft

Task 3.3 – UDO First Draft Review and Second Draft Preparation

This task includes the review and refinement of the initial Unified Development Ordinance (UDO) draft based on feedback received from City staff, stakeholders, the Planning Commission, City Council, and other project participants. The Project team will evaluate comments, identify necessary revisions, resolve policy and regulatory issues, and prepare an updated draft that reflects stakeholder consensus and the City's planning objectives. The second draft will improve ordinance clarity, usability, and legal defensibility while ensuring consistency with the Comprehensive Plan, technical review findings, and adopted zoning policies. This phase serves as the primary refinement stage prior to final ordinance adoption.

Deliverables

- Unified Development Ordinance Second Draft



Task 3.4 – Unified Development Ordinance Adoption

This task guides the Unified Development Ordinance (UDO) through the formal adoption process and prepares the final ordinance for implementation. The Project team will support the City during Planning Commission and City Council review by presenting ordinance recommendations, responding to comments, preparing final revisions, and ensuring consistency with the Comprehensive Plan and applicable state enabling legislation. Following adoption, the ordinance will be professionally formatted and finalized for publication and administration. The completed UDO will provide the City with a modern, user-friendly regulatory framework that supports community goals, promotes high-quality development, and streamlines development review procedures.

Deliverables

- Public Hearing (City Plan Commission)
- Final Adoption (City Council)
- Final Document Format (Word)

Task 3.5 – Training Session and Manual

This task prepares City staff, appointed officials, and decision-makers for the successful administration and implementation of the newly adopted Unified Development Ordinance (UDO). The Project team will develop a comprehensive training manual that explains the organization, purpose, procedures, development standards, and administrative requirements of the ordinance. In addition, the Project team will conduct a training session designed to familiarize users with the new regulatory framework, review key changes from the previous ordinances, and provide practical guidance on ordinance interpretation and application. These efforts will help ensure consistent implementation, improve administrative efficiency, and support long-term success of the City's development review process.

Deliverables

- Training Manual
- Training Session

Council Memo
Public Works Department
No. 2026-63

DATE: 6/15/2026

TO: Honorable Mayor Julie Moore Wolfe and City Council Members

FROM: Melissa Hon, City Manager
Matt Newell, Director of Public Works
Robert Weil, Water Production Manager

SUBJECT:

Resolution Authorizing Agreement with Burns and McDonnell Engineering Company, Inc., to Provide Professional Engineering Services to the City of Decatur for the South Water Treatment Plant Expansion Plan, City Project 2025-03

SUMMARY RECOMMENDATION: It is recommended that the City Council approve the attached Resolution authorizing the Mayor to sign, and the City Clerk to attest, to a professional services agreement between the City of Decatur and Burns and McDonnell Engineering Company, Inc., to provide professional engineering services to the City for a South Water Treatment Plant Expansion Plan, for a fee of \$722,000.00.

BACKGROUND:

The Decatur Waterworks System was established in 1870. Construction on the first water treatment plant started in 1913. It had a capacity of 9 million gallons per day (MGD). It was expanded and improved many times over the years as population increased, industrial water demands grew, and water treatment technology advanced. In 1989, the old South Water Treatment Plant (SWTP) was replaced by the facility at the current site, which has a maximum day capacity of 36 MGD, expandable to 54 MGD.

In 2021, City Council approved the Water Utility Sustainability Plan which provided a comprehensive audit of the plant and recommended a number of replacements and upgrades to older systems. Progress is ongoing in implementing its recommendations.

Over the next 5 – 10 years, anticipated development could add 9 – 12 MGD of demand, which would use the remaining available capacity at the SWTP. In 2025, the plant's maximum day production was approximately 24 MGD, which leaves just 12 MGD of additional maximum day capacity for future economic growth. For the water system to continue supporting economic development, it is necessary to develop an expansion plan now.

This expansion plan will perform data collection, analysis, and preliminary engineering for a future expansion of the SWTP. The expansion plan will include an estimate of the buildout capacity of the SWTP and address several key areas critical to the SWTP's long-term reliability and resilience, including:

- Capacity and treatment enhancements: evaluating alternatives to increase treatment capacity and improve the performance of core processes like clarification, filtration, and storage.
- Remaining rehabilitation needs: many systems have been upgraded as recommended in the Water Utility Sustainability Study. The west primary and secondary clarifiers have not been improved and will be a necessary part of any expansion. The reduction of disinfection by products in the treatment process will also be addressed.

- Security and resilience: Assessing needed physical and cybersecurity improvements The expansion plan will also build upon the findings and data from the recent disinfection byproduct reduction review.

Burns and McDonnell was selected through a competitive, qualifications-based process in 2026. Five firms submitted proposals. Burns and McDonnell demonstrated a deep knowledge of how the SWTP plant actually works and presented good ideas how to expand it.

LEGAL REVIEW: The Legal Department completed its review of the Professional Services Agreement on June 3, 2026.

PRIOR COUNCIL ACTION:

- **July 12, 2021**, the City Council was presented with a briefing on the Water Utility Long-Term Sustainability Plan at a study session.
- **September 25, 2023**, the City Council held a study session on the water system at the South Water Treatment Plant and discussed options to add 10-12 MGD of capacity to the system to support industrial development.
- **February 3, 2025**, the City Council approved a professional services agreement with Burns and McDonnell to recommend measures to reduce disinfection by-products (DBPs).
- **November 2025**, the City Council approved the budget for 2026, which included \$750,000 in capital funding for the SWTP Capacity, Security and Efficiency Improvement Plan.

POTENTIAL OBJECTIONS: There are no known objections

INPUT FROM OTHER SOURCES:

Burns and McDonnell

STAFF REFERENCE: Matt Newell, Public Works Director, Paul Caswell, City Engineer and Robert Weil, Water Production General Manager. Paul Caswell and Robert Weil will attend the City Council meeting to answer any questions of the Council on this item.

BUDGET/TIME IMPLICATIONS: Budget Impact: The proposed professional services agreement with Burns and McDonnell is for a fee of \$722,000.00. This is consistent with the adopted capital budget of \$750,000 for this project.

Staffing Impact: Staff time is allocated to manage this project.

ATTACHMENTS:

1. 2026-63 Resolution Authorizing a PSA with Burns and McDonnell SWTP Expansion
2. 2026-63 Location Map SWTP Expansion

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING A PROFESSIONAL ENGINEERING SERVICES
AGREEMENT WITH BURNS & MCDONNELL ENGINEERING COMPANY, INC., TO
PROVIDE ENGINEERING SERVICES TO THE CITY OF DECATUR FOR THE
SOUTH WATER TREATMENT EXPANSION PLAN, CITY PROJECT 2025-03**

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

Section 1. That the Professional Engineering Services Agreement for Burns & McDonnell Engineering Company, Inc., presented to the Council herewith as Exhibit A and made a part hereof, between the City of Decatur and Burns & McDonnell Engineering Company, Inc., and the same is hereby received, placed on file and approved.

Section 2. That the Mayor and City Clerk be, and they are hereby, authorized and directed to execute said Agreement between the City of Decatur, Illinois and Burns & McDonnell Engineering Company, Inc., for a fee not to exceed \$722,000.00.

PRESENTED and ADOPTED this 15th day of June 2026.

Julie Moore Wolfe, Mayor

Attest:

Kim Althoff, City Clerk

CITY OF DECATUR
CONSULTING SERVICES AGREEMENT
For
SOUTH WATER TREATMENT PLANT EXPANSION
CITY PROJECT 2025-03

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

Burns & McDonnell Engineering Company, Inc. (“Consulting Engineer”), for and in consideration of the mutual covenants and promises and good and valuable consideration contained herein.

SCOPE OF WORK

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

SECTION I. GENERAL

- A. CONSULTING ENGINEER. The Consulting Engineer shall provide consulting services as described in Exhibit A. All services provided hereunder shall be performed by the Consulting Engineer exercising reasonable skill, care, and diligence in the performance of their services in accordance with generally and customarily accepted standards.
- B. NOTICE TO PROCEED. The Consulting Engineer shall only begin performance of each Phase of work required hereunder upon receipt of a written Notice to Proceed for that Phase, as shown in Exhibit B.
- C. TIME. The Consulting Engineer shall begin work on each successive phase within thirty (30) days after receipt of the Notice to Proceed for each phase and shall devote such personnel, technical equipment, computer time and materials to the Project so as to complete each phase within the time limits set forth in Exhibit C; Project Timeline.
- D. CITY'S REPRESENTATIVE. The City's representative to the Consulting Engineer shall be the City Engineer or the City Engineer's designee as set forth in the Notice to Proceed for each phase of work.
- E. EXTRA WORK AND AMENDMENTS. The Consulting Engineer shall only perform the work authorized by this contract and defined in the Scope of Work (attached hereto, marked Exhibit A, incorporated by reference herein and made a part of this Agreement). Should the size or complexity of the project exceed the amount of work contemplated by this contract or defined in the Scope of Work, the Consulting Engineer shall obtain written authorization in the form of a Amendment from the City’s Representative, to perform extra work before such work is actually performed. An Amendment form is included in this Agreement as Exhibit D. The cost to perform any work prior to written authorization shall be paid exclusively by the Consulting Engineer and shall not be reimbursed by the City.

The Consulting Engineer expressly acknowledges, recognizes and agrees that the only authority to approve Amendments to this Agreement or the Scope or Services or the cost(s) therein is with the City Council of the City.

SECTION II. BASIC SERVICES

The basic services will include those described in Exhibit A.

SECTION III. CITY'S RESPONSIBILITIES

The City shall,

- A. FURNISH REQUIREMENTS AND LIMITATIONS. Provide all criteria and full information as to the City's requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, economic parameters and any budgetary limitations.
- B. FURNISH INFORMATION. Assist the Consulting Engineer by placing at the Consulting Engineer's disposal all available information pertinent to the Project including previous reports and any other data relative to design or construction of the Project.
- C. FURNISH TECHNICAL INFORMATION. Furnish to the Consulting Engineer, as required for performance of the Consulting Engineer's Basic Services (except to the extent provided otherwise in Exhibit A, "Scope of Work"), data prepared by or services of others, including without limitation, core borings, probings and subsurface explorations, hydrographic surveys, laboratory tests and inspections of samples, materials and equipment; appropriate professional interpretations of all of the foregoing; environmental assessment and impact statements; property, boundary, easement, right-of-way, topographic and utility surveys; property descriptions; zoning, deed and other land use restriction; all of which the Consulting Engineer may rely upon in performing the Consulting Engineer's services.
- D. SURVEYS AND REFERENCE POINTS. Provide field control surveys and establish reference points and base lines except to the extent provided otherwise in Section II to enable the Contractor(s) to proceed with the layout of the work.
- E. ACCESS TO PROPERTY. Arrange for access to and make all provisions for the Consulting Engineer to enter upon public and private property as required for the Consulting Engineer to perform the Consulting Engineer's services.
- F. REVIEW DOCUMENTS. Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by the Consulting Engineer, obtain advice of an attorney, insurance counselor and other Consulting Engineers as the City's Representative deems appropriate for such examination and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of the Consulting Engineer.
- G. OBTAIN APPROVALS AND PERMITS. Furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project.
- H. ACCOUNTING, LEGAL AND INSURANCE SERVICE. Provide such accounting, independent cost estimating and insurance counseling services as may be required for the Project, such legal services as the City's Representative may require or the Consulting Engineer may reasonably request with regard to legal issues pertaining to the Project including any that may be raised by the Contractor(s), such auditing service as the City's Representative may require to ascertain how or for what purpose any Contractor has used the moneys paid to him under the construction contract, and such inspection services as the City's Representative may require to ascertain that the Contractor(s) are complying with any law, rule or regulation applicable to their performance of the work except as otherwise provided in Section II.

- I. NOTIFY THE CONSULTING ENGINEER OF DEFECTS OR DEVELOPMENT. Give prompt written notice to the Consulting Engineer whenever the City's Representative observes or otherwise becomes aware of any development that affects the scope or timing of the Consulting Engineer's services, or any defect in the work of the Contractor(s).
- J. INFORMATION SUPPLIED BY CITY. Consulting Engineer shall be entitled to rely upon the accuracy and completeness of services and information furnished by City and its Consulting Engineers, agents and representatives, and Consulting Engineer shall have no duty to investigate the accuracy or completeness of such services or information. Consulting Engineer shall provide notice to City if Consulting Engineer becomes aware of any errors, omissions or inconsistencies in the services or information furnished by the City.

SECTION IV. GENERAL CONSIDERATIONS

- A. SUCCESSORS AND ASSIGNS. The City and the Consulting Engineer each binds their respective partners, successors, executors, administrators and assigns to the other party of this Agreement and to the partners, successors, executors, administrators, and assigns of such other party, in respect to all covenants of this Agreement; except as below, neither the City nor the Consulting Engineer shall assign, sublet, or transfer their respective interests in this Agreements without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any public body which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the City and the Consulting Engineer.
- B. OWNERSHIP OF DOCUMENTS. All drawings, specifications, reports, records, and other work product developed by the Consulting Engineer in connection with this Project are public documents and, upon payment to the Consulting Engineer, shall remain the property of the City whether the Project is completed or not.
- C. INSURANCE.
1. Requirement. During the term of this Agreement, at its own cost and expense, the Consulting Engineer shall maintain in full force and effect insurance policies as enumerated below.
 2. Policy Form. All policies except for the professional liability shall be written on an occurrence basis. Professional liability insurance can be either claims made or occurrence basis policies.
 3. Additional Insured. The City of Decatur and its officers and employees shall be included as additional insured parties on the general liability policy and included as additional insured parties on the automobile liability policy.
 4. Qualification of Insurers. All policies will be written with insurance carriers authorized to do business in the State of Illinois rated A-VIII or better in the latest Best's Key Rating Guide.
 5. Time of Submission; Certificate of Insurance. At the time of execution of this agreement and prior to commencing any work activity on the project, the Consulting Engineer shall provide the City's Representative with Acord certificates of insurance showing evidence the insurance policies noted below are in full force and effect. Consulting Engineer shall give the City's Representative at least 30 days written notice prior to any, cancellation, or non-renewal except in the case of cancellation for non-payment of premium, in which case notice shall be 10 days. A sample certificate is attached hereto as Exhibit E and shall be replaced by the final certificate of insurance prior to commencing any work activity on this project. The Consulting Engineer shall provide any renewal certificates of insurance automatically to the City's Representative prior to policy expiration. The certificate must evidence the following per this written Agreement:

- a. Name and address of party insured.
 - b. Name(s) of insurance company or companies.
 - c. Name and address of authorized agent executing such certificate.
 - d. Description of type of insurance and coverage afforded thereunder.
 - e. Insurance policy numbers.
 - f. Limits of liability of such policies and date of expiration of policies.
 - g. To the extent the same is available, insurance company or companies shall further certify that said policies shall not be cancelled or terminated until after written notice to the City's Representative per standard ISO accord form wording and the policy provisions.
6. Types and Limits of Insurance. The Consulting Engineer shall provide the following:
- a. Workers' Compensation:

Coverage A: Statutory Limits
 Coverage B: One hundred thousand dollars (\$100,000) employer's liability limits for each accident or per disease, per employee. Said policies shall be endorsed to cover any disability benefits or Federal compensation acts if applicable.
 - b. General Liability: Combined single limits of one million dollars (\$1,000,000) per occurrence and in the general aggregate. General Liability Insurance shall include:

Personal/Advertising Injury Liability coverage.
 - c. Automobile Liability: Combined single limits of one million dollars (\$1,000,000) per accident. Auto liability shall include hired and non-owned autos.
 - d. Professional Liability: A professional liability providing coverage for negligent errors and omissions policy with limits of one million dollars (\$1,000,000) per claim and in the aggregate. If said policy is written on a claims made basis, the retroactive date of the policy must predate the date of this agreement. In addition, the policy term must extend one year beyond completion date of Consulting Engineer's work for this agreement.
 - e. Self-insured: If a self-insured retention or deductible is maintained on any of the policies, the Consulting Engineer shall be held solely responsible for the amount of such deductible and for any co-insurance.
7. Insurance Not A Limitation. The insurance coverage and requirements contained in this Section shall not be construed to be a waiver of liability for the Consulting Engineer.
8. City and Consulting Engineer release each other and waive all rights of subrogation against each other and their officers, directors, agents, or employees for damage covered by property insurance or could have been covered including deductibles or self-insurance during and after the completion of Consulting Engineer's services.

D. TERMINATION

1. This Agreement may be terminated in whole or in part in writing by either party in the event of substantial failure by the other party to fulfill its obligations under this Agreement through no fault of the terminating party; provided that no such termination may be affected unless the other

party is given not less than fifteen (15) calendar days prior written notice (delivered by certified mail, return receipt requested) of intent to terminate, and an opportunity for consultation with the terminating party and an opportunity to cure such breach prior to termination.

2. This Agreement may be terminated in whole or in part in writing by the City for its convenience; provided that the Consulting Engineer is given not less than fifteen (15) calendar days prior written notice delivered by certified mail, return receipt requested of intent to terminate, and an opportunity for consultation with the City prior to termination.
 3. Upon receipt of a notice of intent to terminate from the City pursuant to this Agreement, the Consulting Engineer shall (1) promptly discontinue all services affected (unless the notice directs otherwise), and (2) make available to the City at any reasonable time at a location specified by the City all data, drawings, specifications, reports, estimates, summaries, and such other information and materials as may have been accumulated by the Consulting Engineer in performing this Agreement, whether completed or in process.
 4. Upon termination pursuant to this Agreement, the City's Representative may take over the work and complete the same by agreement with another party or otherwise.
- E. EQUAL EMPLOYMENT OPPORTUNITY REQUIREMENTS. The Consulting Engineer agrees to abide by and comply with the City's "Equal Employment Opportunity Clause" (attached and marked hereto as Exhibit F and incorporated herein by reference) to the extent that the clause is applicable to this contract.
- F. INDEPENDENT CONTRACTOR STATUS. Nothing contained in this Agreement shall be construed to make the Consulting Engineer an employee or partner of the City. The Consulting Engineer shall at all times hereunder be construed to be an independent contractor.
- G. FEDERAL FUNDING. If Federal Funds are utilized as a source of Project funding, the Consulting Engineer shall abide by the terms of all Federal requirements in the performance of duties hereunder.
- H. AMENDMENT OF AGREEMENT. This Agreement shall be amended or supplemented only in writing and executed by both parties hereto.
- I. HOLD HARMLESS. Consulting Engineer shall indemnify and save harmless the City, its officers and employees against claims for damages to property or injuries to or death of any person or persons, including property and employees or agents of the City and including reasonable attorney's fees incurred by the City or required in any way to be paid by the City, in defense thereof, and shall indemnify and save harmless the City from all claims, demands, suits, actions or proceedings including Worker's Compensation claims, of or by anyone whomsoever, to the extent proximately caused or proximately arising out of negligent acts or omissions to act by Consulting Engineer in connection with its performance of this contract, including operations of its subcontractors and negligent acts or omissions of employees or agents of the Consulting Engineer or its subcontractors.
- Insurance coverage specified in this Agreement constitutes the minimum requirements and said requirements shall not lessen or limit the liability of the Consulting Engineer under the terms of the Agreement. The Consulting Engineer shall procure and maintain at his own cost and expense, any additional kinds and amounts of insurance that, in the Consulting Engineer's own judgment, may be necessary for the Consulting Engineer's proper protection in the prosecution of the work. Neither Party shall be liable to the other Party for incidental, indirect, special or consequential damages.
- J. COPYRIGHT ASSIGNMENT. The Consulting Engineer assigns to the City any and all of Consulting Engineer's rights under copyright laws for work prepared by the Consulting Engineer, its

employees, subcontractors or agents in connection with this Contract, including any and all rights to register said copyright, renewal rights, determination rights and import rights. The Consulting Engineer agrees to execute any additional documents the City may request to effectuate the assignment of said copyright.

- K. NO BID RIGGING, BID ROTATION. The Consulting Engineer certifies, in accordance with Section 33E-11 of the Illinois Criminal Code, that the Consulting Engineer is not barred from bidding on contracts as a result of a violation of either Section 33E-3, Bid Rigging, or Section 33E-4, Bid Rotating, of the Illinois Criminal Code. The Consulting Engineer so certifies in the Non-Collusion Statement, attached and marked herein as Exhibit G and incorporated herein by reference.
- L. NO DELINQUENT TAXES. The Consulting Engineer agrees that it is not delinquent in payment of any and all taxes in any State or any political subdivisions therein and shall so certify in the Affidavit of No Delinquent Taxes, attached and marked herein as Exhibit G, and incorporated herein by reference.
- M. DRUG FREE WORKPLACE. The Consulting Engineer agrees that it shall comply with the Illinois Drug Free Workplace Act, 30 ILCS 580/1, et seq. If the Consulting Engineer has twenty-five (25) or more employees or this contract is for more than Five Thousand Dollars (\$5,000.00), the Consulting Engineer shall provide to the City the Drug Free Workplace Certification attached and marked herein as Exhibit G and incorporated herein by reference.
- N. SEVERABILITY. If any section, terms or provisions of this Agreement or the application thereof shall be held to be invalid or unenforceable, the remainder of each section, subsection, term or provision of this Agreement or the application of the Agreement to the parties, shall not be affected thereby.
- O. TIMELINESS. The Parties recognize and agree that time is important in this Agreement as is consistent with the applicable professional standard of care.
- P. STANDARD OF CARE BREACH. As the sole and exclusive remedy for failing to meet the standard of care described in Section I(A), Consulting Engineer will reperform at its own cost, the consulting services necessary to correct the negligent errors and omissions reported to us in writing within one year from the completion of our services for the Project. No warranty, express or implied, is included in this Agreement or regarding any drawing, specification, or other work product or instrument of service.

SECTION V. PAYMENT

- A. BASIS OF BILLING. City shall pay the Consulting Engineer for all services in Exhibit A in accordance with the lump sum amount and invoicing schedule outlined in Exhibit A.
- B. SUBCONSULTANT. The City shall pay the Consulting Engineer for services and reimbursable expenses of subconsultants engaged by the Consulting Engineer with the approval of the City's Representative, the amount billed by the Subconsultant to the Consulting Engineer times an approved multiplier of 1.10 .
- C. REIMBURSABLE EXPENSES. All expenses have been included in the lump sum price included in Exhibit A.
- D. PAYMENT FOR WORK COMPLETED

1. Monthly Progress Payments. Monthly progress payments may be requested by the Consulting Engineer for work satisfactorily completed in accordance with this contract and shall be made by the City to the Consulting Engineer as soon as practicable upon submission of statements requesting payment by the Consulting Engineer to the City. Each statement shall be accompanied by an Invoice Data Sheet as shown in Exhibit I. If the Consulting Engineer prefers, the Invoice Data sheet may serve as the Consulting Engineer's invoice.
 2. Monthly Progress Reports. The Consulting Engineer shall prepare a monthly progress report indicating the amount of work completed based on the approved scope of work and any approved addendums. The Consulting Engineer shall also prepare a progress chart showing the upper limit of compensation approved by the contract, the planned time of completion, the estimated completion to date, the percentage of the approved contract amount earned, the percentage of elapsed time, and the currently forecasted amount of work required to complete the project. The Consulting Engineer may use an electronic spreadsheet template prepared by the City's Representative to prepare the progress chart.
 3. Maximum Payment Requests. No payment request made pursuant to subparagraph 1 of this Section V shall exceed the estimated maximum total amount and value of the total work and services to be performed by the Consulting Engineer under this Agreement for that phase or additional service without the prior authorization of the City's Representative. These estimates have been prepared by the Consulting Engineer and supplemented or accompanied by such supporting data as may be required by the City's Representative.
 4. Time and Manner of Payments. Upon receipt of a properly invoiced payment request, the City shall pay the amount due less any amounts allowed to be retained or withheld by the City under this Agreement within thirty (30) days of receipt of the invoice. City's failure to timely pay all undisputed amounts shall be considered a substantial failure upon which Consulting Engineer may initiate terminating this Agreement pursuant to section IV(E)(1) above.
 5. Release of Claims. Upon satisfactory completion of the work performed hereunder and prior to final payment under this Agreement, and as a condition precedent thereto, the Consulting Engineer shall execute and deliver to the City's Representative a release of all claims against the City arising under or by virtue of this Agreement.
 6. Local Government Prompt Payment Act. The Consulting Engineer and City hereby expressly acknowledge and agree that the Local Government Prompt Payment Act does not apply to this Agreement.
- E. PAYMENT UPON TERMINATION. In the event of termination by City under Section IV.E upon the completion of any phase of the Basic Services, progress payments due to the Consulting Engineer for services rendered through such phase shall constitute total payment for such services. In the event of such termination by City during any phase of the Basic Services, Consulting Engineer also will be reimbursed for the charges of independent professional associates and Consulting Engineers employed by Consulting Engineer to render Basic Services, and paid for services rendered during that phase on the basis of Consulting Engineer's Direct Labor Costs times a factor defined in Section V.A. of this Agreement for services rendered during that phase to date of termination by Consulting Engineer's principals and employees engaged directly on the Project. In the event of any such termination, Consulting Engineer will be paid for all unpaid Additional Services rendered to date and unpaid Reimbursable Expenses that may have accrued to date.

This Agreement is made between the City and the Consulting Engineer entered into on the last date written below. In witness, the parties have executed this Agreement.

DATED this _____ day of _____, 2026

THE CITY OF DECATUR, ILLINOIS

By: _____
Mayor

ATTEST:

City Clerk

CONSULTING ENGINEER

By:  _____

June 5, 2026

EXHIBIT A

Robert Weil, PE, MSCE, MEd
Water Production General Manager
1155 S Martin Luther King Jr. Drive
Decatur, IL 62521

RE: Proposal for Engineering Services
South Water Treatment Plant Expansion Plan

Dear Mr. Weil:

Burns & McDonnell Engineering Co., Inc. (BMcD) has prepared a Scope of Services (Scope) per your request for engineering services for the South Water Treatment Plant (SWTP) Expansion for the City of Decatur (City).

BACKGROUND

The City is experiencing a period of significant industrial growth, positioning it as a key economic hub in the region. This growth is projected to place substantial new demands on the City's drinking water infrastructure. The SWTP currently has a nameplate capacity of 36.0 MGD and operates with a reserve capacity that will be reduced once the new industrial demand comes online. In response, the City issued a Request for Qualifications and Proposals for this SWTP Expansion plan project (Expansion Plan). The purpose of this Expansion Plan is to perform data collection, analysis, and preliminary, conceptual engineering for future capital projects to be incorporated into the City's overall Capital Improvements Plan (CIP). The findings and conceptual designs will be summarized in a preliminary design report, which is the primary deliverable to be prepared under this Scope. Some of the capital projects will require an evaluation of multiple alternatives, which will be included in the preliminary design report. After the City selects the desired alternative, a final conceptual design of the selected alternative will be prepared as part of a subsequent authorization of services. The Expansion Plan will include an estimate of the maximum allowable buildout capacity of the SWTP and address several key areas critical to the SWTP's long-term reliability and resilience, including:

- Capacity and Treatment Enhancements: Evaluating alternatives to increase treatment capacity and improve the performance of core processes like clarification, filtration, and storage.
- Regulatory Compliance: Addressing ongoing challenges with Disinfection Byproducts (DBPs) and preparing for the treatment of potential emerging contaminants.
- Security and Resilience: Incorporating physical and cybersecurity improvements as highlighted in the City's 2025 Risk and Resilience Assessment (RRA).

This Expansion Plan is a continuation of planning efforts undertaken by the City. Several of the evaluations included in this scope, particularly those related to disinfection, storage, and filter media, will build upon the findings and data from the ongoing Disinfection Byproduct Reduction Study report drafted by BMcD. This approach will further drive the understanding of the SWTP's water quality and operational needs, allowing the City to make strategic, data-driven investments for the future.

SCOPE OF SERVICES

The Scope of Services has been divided into the following Tasks below:

1) PROJECT MANAGEMENT, CONTROLS, AND MEETINGS

- a) Project Controls and Reporting
 - i) Establish and maintain project communications, controls, and quality management procedures.
 - ii) Perform financial tracking and management, including the preparation and submission of monthly invoices.
 - iii) Coordinate BMcD tasks to align with the project schedule.
- b) Prepare a meetings and deliverables schedule.
- c) Prepare a Request for Information (RFI) for the City prior to the kick off meeting. This RFI will be used to compile necessary documentation and identify any information gaps.
- d) Organize and facilitate the following meetings:
 - i) One (1) virtual kick-off meeting start the project and address communication procedures, discuss the overall project scope and critical path items.
 - ii) Bi-weekly meetings (30 minutes) to review project status (total of 18 meetings). Only the BMcD Project Manager and City Project Manager will attend.
 - iii) Monthly team meetings (1 hour) to discuss action items, technical issues, and overall progress (a total of 6 meetings). Meeting minutes will be distributed to the team summarizing the discussion and action items.
 - iv) Task-specific meetings/ workshops as defined in other sections of this scope.

2) REVIEW OF EXISTING DATA

- a) The City provided 31 reports, studies, design memos, engineering drawings, and data to provide background information on the existing SWTP.
- b) BMcD will review this information to become generally familiar with the SWTP and work previously performed.
- c) BMcD will up to five (5) additional reports, documents, or drawings provided by the City to become generally familiar with the information.

3) REGULATORY AND EMERGING CONTAMINANTS

- a) Evaluate the finished water quality and ability of the treatment processes to meet current and potential future emerging contaminant regulations from the Illinois Environmental Protection Agency (IEPA) and the U.S. Environmental Protection Agency (EPA).
- b) The following contaminants will be considered:
 - i) PFAS/ PFOS
 - ii) 1,4-Dioxane
 - iii) Microplastics
 - iv) Personal Care Products
 - v) Pharmaceuticals
 - vi) Chromium
- c) BMcD will prepare a summary of each contaminant listed above (including removal requirement concentrations, anticipated timeline, and applicability to the City) in the report, along with a list of potential treatment options and their respective advantages and disadvantages. The summary will also include the advantages and disadvantages of the

City's existing and proposed treatment processes for treating the above contaminants. While the presence and treatment requirements of these emerging contaminants will be considered, there are necessary limitations for stating defined treatment processes for emerging regulations. Since the details for these emerging considerations are forward looking, the treatment recommendations will also be forward looking. As a result, the analysis for establishing guiding design decisions will be qualitative in nature.

4) PRIMARY TREATMENT EXPANSION

- a) Obtain and review existing documentation, drawings, and operational data, including flow rates, raw water quality, and chemical dosages, for the two square solids contact clarifiers and the two Claricone units. Raw water data review will consider trends and compare changes between original raw water quality data on which the existing WTP was designed and raw water quality data from the last 5 years. This data will be from the previous 5 years and will include statistical consideration such as standard deviation for use in bookending statistically significant variances in the data. The purpose of these analyses is to become generally familiar with the current performance of the primary clarifiers and Claricones. Special consideration will be given to the impact of operating the Claricones at a greater pH than the square solids contact basins and how that would affect finished water quality with respect to TOC removal, residuals production and hardness removal.
- b) Analysis will focus on the time period when the existing solids contact clarifiers were carrying the entire treatment load (i.e. during Claricone construction).
- c) Field Performance Testing:
 - i) Prepare and submit a testing plan to evaluate the performance of the existing square solids contact clarifiers under various hydraulic and solids loading rates to the City for approval. The testing plan will outline the proposed testing procedures, operational adjustments, and monitoring parameters intended to evaluate the clarifiers' performance under specific conditions.
 - ii) Upon City review and approval of the testing plan, the City will conduct up to three (3) full-scale field performance tests on the existing primary clarifiers at incremental loading rates (e.g., 8 MGD, 10 MGD, 12 MGD, or maximum achievable) and three (3) different pH set points to evaluate performance limitations. The duration of testing at each different loading rate is proposed to last until equilibrium is reached. This is anticipated to take a minimum of 1 week but may last up to 4 weeks. BMcD will provide two (2) staff for up to three (3) days of testing, assumed to one day per round of testing to confirm collected water quality parameters.
 - iii) Upon completion of the testing, data gathered and collected by the City during testing will be provided to BMcD to form the basis of the alternatives analysis. The data is anticipated to include effluent turbidity, pH, alkalinity, total hardness, flow, and sludge blanket stability, including mixer speed, rake arm torque, blowdown frequency, blowdown duration, blowdown solids, and sludge blanket elevation, on the primary clarifiers, Claricones, and combined effluent (except for sludge blanket stability).
- d) Identify and develop viable alternatives for the square solids contact clarifiers based on data analysis and field testing results.
 - i) The alternatives are anticipated to include:

- (1) Alternative 1 – Construction of new square/rectangular clarifier units.
- (2) Alternative 2 – Rehabilitation of existing solids contact clarifier equipment within the existing basins with alternative solids contact clarifier equipment.
 - (a) Circular basin
 - (b) Square basins with existing corner fillets
 - (c) Square basins with improved corner fillets
- ii) Develop two (2) conceptual designs. This includes preliminary mechanical layout, site plan, process flow diagram, and cost estimate (AACE Level 5) for Alternatives 1 and 2.
- e) Primary Treatment Expansion Workshop
 - i) To be combined with the filter workshop (see Task 4)
 - ii) Organize and facilitate one (1) virtual workshop (up to 2 hours) with the City to present the findings of the analysis and the alternatives.
 - iii) The purpose of this workshop is to discuss the alternatives and for the City to select a preferred path forward for the preliminary design.
 - iv) A summary of the workshop, which may be in the form of meeting minutes and/or presentation slides, will be provided to document the decisions made by the City.

5) FILTER EXPANSION

- a) Become generally familiar with historical filter design, media configuration, backwash procedures, and historical performance data, including filter run times, backwash frequency and duration, and finished water turbidity, as provided by the City.
 - i) Review historical data from the past two years, which will be provided by City staff.
 - ii) Develop a design capacity rating for existing filters to identify current hydraulic loading limitations and operational constraints.
 - iii) Identify filters with poor historical performance or abnormal trends compared to generally accepted water industry standards, such as Ten State Standards.
- b) Field Testing:
 - i) Prepare and submit a field testing plan to the City for approval. The plan will outline proposed on-site testing procedures, operational adjustments, and monitoring parameters to evaluate the filters' performance under specific conditions at incremental loading rates. Upon City review and approval of the field testing plan, the City will conduct full-scale WTP filter loading testing, anticipated to be conducted at up to two different rates (to be conducted concurrently). BMcD will provide two (2) staff for a total of up to two (2) days of testing.
 - ii) Filter Loading and Solids Retention Cores
 - (1) Conduct filter loading testing on up to two filters to estimate the maximum sustainable filtration rate while meeting performance goals for turbidity and particle removal. The duration of testing at each different loading rate is proposed to last until equilibrium is reached. This is anticipated to take a minimum of 1 week but may last up to 4 weeks. Testing should not be conducted during the same timeframe as primary treatment testing described in Task 4. Loading rate testing will be conducted by the City.
 - (2) Collect four core samples per filter, one filter at normal loading rate and one from each filter at higher loading rate (total of three filters to be cored) before and after a standard backwash for solids retention profile analysis per AWWA Filter

Evaluation Procedures for Granular Media (total of 24 core samples). The core should be collected after each filter has been in service for a typical filter duration (or maximum allowable before breakthrough if required by higher loading rate). Core samples will be collected by the City.

- (3) Develop a solids retention profile per AWWA Filter Evaluation Procedures for Granular Media for each of the filters to determine depth of solids removal within the filter bed before and after backwash (by BMcD)
- (4) Evaluate the overall effectiveness of backwash process based on the collected flowrate, duration, and solids retention profiles (by BMcD).
- c) Develop conceptual designs and conceptual-level (AACE Class 5) cost estimates for the rehabilitation and/or replacement of filter media, underdrains, and backwash system components required to achieve a range of future target capacities. For the new filter building, identify a range of the number of new filters, associated building sizes, and filter material (sand/anthracite, GAC, etc.), and design flows the City could build and operate. A total of five (5) filter expansion/rehabilitation options will be considered. The analysis will include the following design considerations:
 - i) Filter to Waste (FTW) provisions.
 - ii) A new filter inlet concept to allow for improved isolation of existing filters for rehabilitation.
 - iii) Backwash system modifications to support system upgrades, considering hydraulic requirements (minimum 20 feet of head pressure, with greater than 22 feet preferred).
 - iv) Filter media improvements using dual-media (sand and anthracite).
 - v) GAC sizing is dependent on empty bed contact time (EBCT). For the purposes of this task, 10-minute and 20-minute EBCT options will be evaluated. Prior to finalizing GAC, additional full scale pilot testing is suggested (excluded from this scope).
- d) Filter Expansion Workshop
 - i) To be combined with the Clarifier workshop (see Task 3).
 - ii) Organize and facilitate one (1) virtual workshop (up to 2 hours) with the City to present the findings of the filter analysis and the preliminary design alternatives.
 - iii) The purpose of this workshop is to discuss the alternatives and for the City to select a preferred path forward for the preliminary design.
 - iv) A summary of the workshop, which may be in the form of meeting minutes or notes and/or presentation slides, will be provided to document the decisions made by the City.

6) STORAGE AND DISINFECTION TANK ANALYSIS

- a) Analyze existing CT calculations to identify trends regarding amount of CT provided during different seasons.
- b) Compare the existing finished water storage capacity against current and projected future demands provided by the City.
- c) Develop a conceptual volume for a new CT basin (or tank) by analyzing the minimum required volumes for the following scenarios (1) high plant flow and low temperature restrictive conditions (2) low plant flow and high temperature restrictive conditions, and (3) average plant flow conditions. These scenarios will define the minimum, average, and maximum volumes needed for CT. The conceptual design will be based around an achieving an assumed minimum baffling factor of 0.7, per EPA Disinfection Profiling and

Benchmarking Technical Guidance Manual and 10 State Standards. The tank will be sized in accordance based on the land available to be acquired from Illinois Department of Transportation (IDOT) and the spacing needs to build and maintain the new tank.

- d) Evaluate a single preferred site identified by the City for the location of the new CT and storage facilities. The site for the new tank will be located immediately southwest of the existing tank. No other location will be considered.
- e) Participate in a preliminary meeting with the IDOT to discuss site access and any potential right-of-way considerations (one virtual meeting included).
- f) Develop conceptual designs for the following.
 - i) CT through modifications to the existing ground storage reservoir
 - ii) CT through a new, dedicated prestressed concrete cylinder tank.
 - iii) CT through a new, dedicated cast-in-place concrete tank.
- g) For each alternative, prepare a preliminary site layout and conceptual design for integrating the new facilities while maintaining existing plant operations. The conceptual design will include yard piping, preliminary sequencing, and baffling. Identify preliminary, proposed IDOT right-of-way property line to accommodate new storage tank construction.
- h) For each alternative, develop a conceptual-level (AACE Class 5) cost estimate.
- i) Storage and Disinfection Tank Workshop
 - i) Organize and facilitate one (1) virtual workshop (up to 2 hours) with the City to present the conceptual design alternatives.
 - ii) A summary of the workshop, which may be in the form of meeting minutes and/or presentation slides, will be provided to document the decisions made by the City.

7) RESIDUALS AND LAGOON IMPROVEMENTS

- a) Lagoon Improvements
 - i) Evaluate and develop a conceptual design for improvements to provide increased flood protection and improve access to the lagoons. The conceptual design will include the following improvements:
 - (1) Upgrade the inlet and pump structure for the lagoons to accommodate an increase in flow, as provided by the City.
 - (2) Conceptual design for the floodwall around Lagoon 1, 2, and 3 to approximate elevation 608 ft.
 - ii) The conceptual design will include conceptual site plans and critical elevations based on publicly available USGS (or equivalent) topographic data.
- b) pH Adjustment
 - i) Develop conceptual designs for the following alternatives for a pH adjustment system suitable for occasional use to meet the pH discharge limit of 9.0 when lagoon supernatant is discharged. Conceptual design will include preliminary design criteria and general arrangement on a site plan for the storage and feed system.
 - (1) A new CO₂ storage and feed system located at the lagoon site
 - (2) A new hydrochloric acid storage and feed system located at the lagoon site.
 - (3) A new CO₂ storage and feed system located at the WTP with a feed line to the lagoon site.
 - ii) Develop a conceptual-level (AACE Class 5) cost estimate for the proposed site improvements. The estimate will include the major components of the design,

including the lagoon berms and access road and the selected pH adjustment system alternative.

- c) Residuals Lagoons Improvements Workshop
 - i) Organize and facilitate one (1) virtual workshop (up to 1 hour) with the City to present the conceptual designs for the lagoons and pH adjustment system system.
 - ii) The purpose of this workshop is to gather feedback from the City and confirm the conceptual direction.
 - iii) A summary of the workshop, which may be in the form of meeting minutes and/or presentation slides, will be provided to document the decisions made by the City.

8) **CYBERSECURITY ASSESSMENT**

- a) Conduct one (1) virtual meeting with the City to understand the City's current cybersecurity program. Meeting minutes will be provided.
- b) Review the WTP's Supervisory Control and Data Acquisition (SCADA) and process control network with input from the City and in accordance with National Institute of Standards and Technology (NIST) Cybersecurity Framework and Environmental Protection Agency (EPA) guidelines.
- c) Become generally familiar with the City's existing cybersecurity policies, procedures, and program.
- d) Compare existing network architecture, access controls, and password policies to industry best practices (i.e. AWWA Cybersecurity Guidance).
- e) Provide comments and perspective on the City's existing cybersecurity program. Identify potential areas of improvement.

9) **PHYSICAL SITE SECURITY**

- a) Information Gathering and Site Assessment
 - i) Conduct a limited, non-intrusive site visit to visually observe current site conditions and existing physical security measures
 - ii) Facilitate one (1) workshop (up to 2 hours) with key City stakeholders to discuss security zoning, access needs, and perimeter requirements. The workshop will occur during the site visit. Meeting minutes will be provided.
 - iii) Review and become generally familiar with City-provided documentation, including the 2003 Vulnerability Assessment, the FBI security assessment report, conceptual perimeter sketch, City-provided IT specifications, Risk and Resiliency Assessment (RRA), Emergency Response Plan (ERP), and requirements regarding the planned access control system.
- b) Perimeter Security Detailing
 - i) Develop a conceptual site plan for the physical perimeter expansion based on the City provided documents listed above.
 - ii) Provide civil engineering and security design input specifically regarding the alignment and implementation of the standard 8-foot metal perimeter fence.
- c) Interior Security Zoning Analysis
 - i) Based on review of the City's architectural layouts, provide input to establish designated "Medium Security" and "High Security" zones within the SWTP building.
 - ii) Focus areas will include the SCADA server room, High Service (HS) pump station, and chemical storage areas (e.g., chlorine, fluoride).

- iii) Provide physical security input to support the Client's planned access control overlay (e.g., detailing physical door hardware compatibility or physical barrier requirements to define the zones).
- d) Develop a conceptual-level (AACE Class 5) cost estimate.
- e) Physical Site Security Improvements Workshop
 - i) Organize and facilitate one (1) virtual workshop (up to 1 hour) with the City to present the conceptual designs for proposed site security improvements.
 - ii) The purpose of this workshop is to gather feedback from the City and confirm the conceptual direction.
 - iii) A summary of the workshop, which may be in the form of meeting minutes and/or presentation slides, will be provided to document the decisions made by the City.

10) OPERATIONAL VULNERABILITIES EVALUATION

- a) Review Process and Instrumentation Diagrams (P&IDs), record drawings, and block flow diagrams for the sole purpose of identifying and documenting operational vulnerabilities, including single points of failure, locations lacking redundancy or adequate flexibility as identified by WTP staff, or other locations presenting operational difficulties as identified by WTP staff. Compare the current condition of the WTP process and chemical feed systems with the generally accepted engineering standards, such as Ten State Standards and Illinois Title 35. Perform site visit with City staff.
 - i) Only water treatment processes, including treatment units and chemical feed systems as indicated below will be considered.
 - (1) Raw water intake (including inlet, pipes and pumps)
 - (2) Primary Treatment
 - (a) In addition to vulnerability evaluation, identify features that would enhance the operability or ease of maintenance/repair of the existing solids contact clarifiers on the west treatment train. This includes improved access to clarifier floor, lifting points for valve and pump replacement, and improved materials handling.
 - (3) Filtration
 - (4) Disinfection
 - (5) Transfer and High Service Pumping
 - (6) Chemical Systems
 - (a) Carbon Dioxide
 - (b) Chlorine gas
 - (c) Chlorine dioxide
 - (d) Cationic polymer
 - (e) Fluoride
 - (f) Hydrated lime
 - (g) Sodium bisulfite
 - (h) Sodium hydroxide
 - (i) Polyphosphate
 - (j) Powder Activated Carbon
- b) Prioritization Workshop:

- i) Organize and facilitate one (1) virtual workshop (up to 2 hours) with City stakeholders, including operations and maintenance staff.
- ii) The purpose of this workshop is to present the identified operational vulnerabilities, discuss the conceptual mitigation strategies, and collaboratively prioritize the improvements based on risk and operational impact.
- iii) A summary of the workshop, which may be in the form of meeting minutes or presentation slides, will be provided to document the discussion and the final prioritized list of mitigations.
- c) A separate technical memorandum will be developed to summarize the results of this task.

11) SUSTAINABLE LANDSCAPE MANAGEMENT

- a) Lake Decatur Protection Analysis:
 - i) Define Pollutants of Concern: The analysis will begin by defining the "pollution" to be addressed. This will focus on non-point source pollutants typically associated with site runoff, such as sediment (Total Suspended Solids - TSS) and nutrients (e.g., phosphorus).
- b) Develop Alternatives: Develop and compare up to two (2) conceptual alternatives for passive vegetated stormwater management and surface water protection improvements along the site's drainage paths to Lake Decatur. Alternatives may include, but are not limited to, vegetated buffers, bioswales, native prairie plantings, stormwater wetland features, infiltration areas, or other passive landscape-based best management practices. The alternatives will be developed at a conceptual level to support planning, cost estimating, and discussion with the City.
 - i) Alternative 1: Develop a conceptual passive vegetated stormwater management alternative focused on reducing sediment, nutrient, and general non-point source pollutant loading from site runoff prior to discharge toward Lake Decatur. The alternative will include a general description of the proposed approach, anticipated benefits, planning-level siting considerations, and conceptual-level implementation requirements.
 - ii) Alternative 2: Develop a second conceptual passive vegetated stormwater management alternative that provides a different level of treatment intensity, footprint, maintenance approach, or integration with site aesthetics/security. The alternative will include a general description of the proposed approach, anticipated benefits, planning-level siting considerations, and conceptual-level implementation requirements.
- c) Security Enhancements through Landscape Design:
 - i) Provide input on how the proposed landscape design can be used to enhance physical site security, incorporating principles of Crime Prevention Through Environmental Design (CPTED).
 - ii) Considerations will include the use of low-growing, dense, or thorny vegetation to create stand-off barriers near the perimeter fence and the maintenance of clear sightlines from the main plant buildings.
- d) Conceptual Costing:
 - i) For each of the Lake Decatur protection alternatives, develop a conceptual-level (AACE Class 5) cost estimate.

- e) Decision Workshop:
 - i) Organize and facilitate one (1) virtual workshop (up to 1 hour) to present the findings of the analysis.
 - ii) During the workshop, the conceptual designs for the landscape buffer alternatives, the security enhancements, and the constructed wetland will be presented, along with their associated capital costs.
 - iii) The purpose of this workshop is to discuss the alternatives and gather feedback to confirm the preferred direction for the final Preliminary Design Report.
 - iv) A summary of the workshop, which may be in the form of meeting minutes and/ or presentation slides, will be provided to document the feedback received from the City.

12) **PRELIMINARY DESIGN REPORT**

- a) The Preliminary Design Report will be a consolidated document containing the following key sections. For each selected technical alternative, the report will include preliminary design criteria (such as major equipment sizing, proposed materials of construction, and key operational ranges), conceptual layouts, and probable construction costs to guide future detailed design efforts.
 - i) Executive Summary: A high-level, non-technical summary of the project's key findings and the overall capital plan.
 - ii) Introduction: Project background, objectives, and methodology.
 - iii) Primary Treatment: A summary of the baseline performance and field testing results, and a detailed description of the chosen expansion alternative with its design criteria.
 - iv) Filter System: A summary of the historical analysis, media evaluation, and field testing results, along with a detailed description of the selected alternative and its design criteria.
 - v) Storage and Disinfection: A summary of the needs analysis, the rationale for the selected site, and a detailed description of the chosen alternative for the new CT/storage facility with its design criteria.
 - vi) Residuals Management: The conceptual designs for the lagoon improvements, pH adjustment system, and sustainable landscape plan, including site layouts and renderings.
 - vii) Physical Security: The conceptual site plan for the perimeter fence and the summary of considerations for interior security zoning.
 - viii) Single Point of Failure Analysis: The prioritized list of identified SPOFs and the conceptual mitigation strategies for each.
 - ix) Capital Improvements Plan (CIP): A prioritized implementation plan that sequences the recommended projects and includes a conceptual-level (AACE Class 5) cost estimate for each.
- b) Submit a Draft Preliminary Design Report to the City for a single, consolidated review.
- c) Facilitate one (1) virtual meeting (up to 2 hours) to discuss the City's comments on the draft report.
- d) Incorporate the City's feedback from the review meeting and submit the Final Preliminary Design Report in digital (PDF) format.

13) CONTINGENCY ALLOWANCE

- a) A contingency allowance of \$50,000 is being provided for additional, out of scope services that may be required for work that has not been identified at this time.

ASSUMPTIONS, CLARIFICATIONS, AND EXCEPTIONS

The execution of this Scope of Work is based upon the following assumptions and clarifications:

1. The City will provide timely access to the project site, relevant facilities, and key personnel as required for workshops and site visits.
2. The City will furnish all available existing documentation, including as-built drawings, historical operational data, previous studies, and security assessment reports, in a digital format.
3. The City is responsible for providing any necessary topographic survey data for the project site. If a new survey is required, it can be added as a supplemental service.
4. The City will be responsible for the physical collection of the filter media core sample.
5. The City will perform up pH monitoring and flow monitoring for the lagoon blowdown to establish a baseline for the pH adjustment system design during normal and modified pH and loading rate testing.
6. BMcD is entitled to rely upon information or data received from or through the City without independent verification.
7. Third-party laboratory analysis costs are not included in this scope of work.
8. The analysis of any field testing (e.g., the filter loading study) will be specific to the operating conditions observed during the testing period. The findings are not a guarantee of future performance under all conditions.
9. Site visits will be limited to non-intrusive, visual observations of accessible areas. This scope does not include condition assessment, physical testing of equipment, destructive testing of materials, or entry into confined spaces.
10. The evaluation of structural, architectural, and geotechnical conditions is limited to a visual assessment of readily observable features. A detailed analysis of these systems is not included in this scope.
11. The calculation for the new CT basin volume is based on an assumed baffling factor of 0.7. The City acknowledges this is a standard assumption for a new, well-designed basin and that a tracer study would be required during a later design phase to confirm the as-built baffling factor.
12. All conceptual and preliminary designs will be based on readily available documentation and the results of the workshops. The designs will not include detailed calculations for systems outside the primary focus of this scope (e.g., detailed structural, HVAC, or plumbing systems). These conceptual and preliminary designs are not for construction. After the City reviews and approves the conceptual designs, they will be used solely and exclusively as the basis for developing the OPCC for each individual project.
13. BMcD does not warrant or guarantee that any cybersecurity recommendations or suggestions made will prevent future cybersecurity incidents.
14. The City will provide BMcD with information regarding the desired operational flexibility for each of the chemical feed systems to be evaluated.
15. New GAC for filters will not be implemented until full scale pilot testing is performed at a later date. Final empty bed contact time will also be confirmed at the end of the full scale pilot testing.

16. The sustainable landscape management alternatives will be developed at a conceptual planning level only. Up to two (2) passive vegetated stormwater management alternatives will be evaluated.
17. The constructed wetland or passive polishing system evaluation will be a high-level screening study only. The scope does not include process-level treatment modeling, detailed pH attenuation calculations, wetland biogeochemical modeling, pilot testing, hydraulic residence time optimization, detailed hydraulic modeling, groundwater modeling, or confirmation that the system can achieve a specific pH reduction. The passive polishing system concept is assumed to be a supplemental or polishing treatment approach. The scope does not assume that the passive system will replace active pH adjustment using CO₂ or other chemical feed systems.
18. Conceptual layouts will be based on available mapping, record information, and readily available site information. Topographic survey, geotechnical investigation, wetland delineation, environmental permitting, and regulatory agency coordination are not included.
19. All meetings and workshops will be virtual except for two (2) in-person meetings at the City of Decatur. One of the in-person meetings will be performed in conjunction with the Site Visit to be performed in Task 10 (Operational Vulnerabilities Evaluation).
20. The physical security scope is limited to providing conceptual implementation considerations. It does not include a new or updated threat and vulnerability assessment, nor does it constitute a certification of the site's security posture.
21. The design, specification, and IT integration of the security camera system and the access control system are excluded from this scope.
22. This scope of work does not include an evaluation for the presence of hazardous materials (e.g., asbestos, lead-based paint). If such materials are discovered, their identification, characterization, and abatement are outside this scope.
23. Permitting support, environmental impact assessments, and coordination with regulatory agencies other than the preliminary IDOT meeting are not included in this scope of work.
24. Operational vulnerabilities evaluation does not include the following engineered systems: water distribution, electrical, I/C, or HVAC.
25. It is understood that due to the unknown and changing nature of needs within the City over the term of this Agreement, the types of services necessary to support activities of the Project may be changed, modified, or extended beyond the areas defined in the Scope of Services. Only major tasks have been captured in the Scope of Services. It is envisioned that over the course of the project, the City may require support on other initiatives and tasks, such as hydraulic modeling, additional system testing, topographic survey, geotechnical engineering, detailed design engineering, bidding and construction services. At the discretion of the City, Consultant may be requested to provide additional City-authorized services under an amendment to this Agreement.

Deliverables

Category	Deliverable	Format / Notes
Project Management & Coordination	Monthly Invoices	Submitted for payment tracking.
	Team Progress Meeting Minutes (6)	Meeting Minutes.
Interim / Task-Specific	Regulatory and Emerging Contaminants	Report only
	Primary Treatment Workshop Summary	Meeting Minutes or Presentation Slides.
	Filter Expansion Workshop Summary	Meeting Minutes or Presentation Slides.
	Storage & Disinfection Workshop Summary	Meeting Minutes or Presentation Slides.
	Residuals and Lagoon Workshop Summary	Meeting Minutes or Presentation Slides.
	Cybersecurity Assessment Report	Comments and/or redlines on existing City documents
	Physical Security Workshop Summary	Meeting Minutes or Presentation Slides.
	Operational Vulnerabilities Evaluation	Technical Memorandum
	Sustainable Landscape Management	Meeting Minutes or Presentation Slides.
Report	Draft Report	A single, complete draft submitted in digital (PDF) format for City review.
	Final Report	The final report incorporating City feedback, submitted in digital (PDF) format.

COMPENSATION

Burns & McDonnell proposes to perform the proposed scope of services (Tasks 1-12) for a lump sum fee of \$672,000. For Task 13 (\$50,000 allowance), BMcD proposes to perform the proposed scope of services based on the attached rate sheet on a time and materials basis. A task-by-task breakdown of the fee is included below. The total fee, including the allowance, is \$722,000.

Task No.	Task Description	Fee
1	Project Management, Controls, and Meetings	\$101,856
2	Review of Existing Data	\$12,474
3	Regulatory and Emerging Contaminants	\$25,368
4	Primary Treatment Expansion	\$83,472
5	Filter Expansion	\$87,248
6	Storage and Disinfection Tank Analysis	\$75,956
7	Residuals and Lagoon Improvements	\$51,380
8	Cybersecurity Assessment	\$23,302
9	Physical Site Security	\$44,100
10	Operational Vulnerabilities Evaluation	\$47,432
11	Sustainable Landscape Management	\$56,944
12	Preliminary Design Report	\$62,468
13	Contingency Allowance*	\$50,000
Total		\$722,000
*The allowance in Task 13 will be paid based on the attached rate sheet.		

SCHEDULE

Please see enclosed Exhibit C for an anticipated schedule of the work.

We appreciate the opportunity to serve the City. If you have any questions regarding this proposal, please feel free to contact us.

Sincerely,



Paul St. Aubyn, PE
Project Manager



Patrick Clifford, PE
Regional Water Manager

Schedule of Hourly Professional Service Billing Rates

Position Classification	Classification Level	Hourly Billing Rate
General Office *	5	\$88.00
Technician *	6	\$115.00
Assistant *	7	\$127.00
	8	\$171.00
	9	\$194.00
Staff *	10	\$220.00
	11	\$237.00
Senior	12	\$271.00
	13	\$295.00
Associate	14	\$302.00
	15	\$304.00
	16	\$306.00
	17	\$311.00

NOTES:

1. Position classifications listed above refer to the firm's internal classification system for employee compensation. For example, "Associate", "Senior", etc., refer to such positions as "Associate Engineer", "Senior Architect", etc.
2. For any nonexempt personnel in positions marked with an asterisk (*), overtime will be billed at 1.5 times the hourly labor billing rates shown.
3. For outside expenses incurred by Burns & McDonnell, such as authorized travel and subsistence, and for services rendered by others such as subcontractors, the client shall pay the cost to Burns & McDonnell plus 10%.
4. Monthly invoices will be submitted for payment covering services and expenses during the preceding month. Invoices are due upon receipt. A late payment charge of 1.5% per month will be added to all amounts not paid within 30 days of the invoice date.
5. The services of contract/agency and/or any personnel of a Burns & McDonnell parent, subsidiary, affiliate, related, or associated entity shall be billed to owner according to the rate sheet as if such personnel is a direct employee of Burns & McDonnell, except that services provided by Burns & McDonnell Global, Inc. will be billed at a Level 6 based on the rates listed above.
6. The rates shown above are effective for services through December 31, 2026, and are subject to revision thereafter. The composition or build-up of the rates shown above are not subject to audit, inspection, or review.



CITY OF DECATUR ILLINOIS

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

Notice to Proceed

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

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

The City Representative for this Phase of work is _____.

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

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

ACCEPTANCE OF NOTICE

Receipt of the above Notice to Proceed is hereby acknowledged. BY: _____ (Signature) (Title) Dated this ____ day of _____, 20 _____.

EXHIBIT C - SCHEDULE (2026-2027)													
Task No.	Task Description	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	
1	Project Management, Controls, and Meetings												
2	Review of Existing Data												
3	Regulatory and Emerging Contaminants												
4	Primary Treatment Expansion												
5	Filter Expansion												
6	Storage and Disinfection Tank Analysis												
7	Residuals and Lagoon Improvements												
8	Cybersecurity Assessment												
9	Physical Site Security												
10	Operational Vulnerabilities Evaluation												
11	Sustainable Landscape Management												
12	Preliminary Design Report												
13	Contingency Allowance*												

Notes:

1. Residuals and lagoon improvement work (Task 7) is required to overlap with Primary Treatment Expansion (Task 4).



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

Amendment No

Date: _____
 Request No. _____ ☐ Final
 Consulting
 Engineer: _____
 Address: _____

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

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

Amount of original contract \$ _____
 Amount of previous amendments \$ _____
 Amount of current amendment \$ _____
 Amount of adjusted/final contract \$ _____

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

State fully the nature and reason for the amendment change _____

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

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

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

Recommended _____
 Public Works Director

_____ Date

Approved _____
 Mayor

 Date

Attested _____
 City Clerk

 Date



CERTIFICATE OF LIABILITY INSURANCE

EXHIBIT E

12/1/2023

DATE (MM/DD/YYYY)

11/21/2022

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

PRODUCER Lockton Companies 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000 kctsu@lockton.com	CONTACT NAME:		
	PHONE (A/C, No, Ext):	FAX (A/C, No):	
INSURED 1328360 BURNS & MCDONNELL ENGINEERING COMPANY, INC. PO BOX 419173 KANSAS CITY MO 64141-6173 HANKEL, LEANN	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Liberty Mutual Fire Insurance Company		23035
	INSURER B : Westchester Fire Insurance Company		10030
	INSURER C :		
	INSURER D :		
	INSURER E :		
INSURER F :			

COVERAGES * **CERTIFICATE NUMBER:** 10906488 **REVISION NUMBER:** XXXXXXXX

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:	N	N	TB2-641-432888-472	12/1/2022	12/1/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY	N	N	AS2-641-432888-042	12/1/2022	12/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
B	☐ UMBRELLA LIAB ☒ EXCESS LIAB ☒ OCCUR ☐ CLAIMS-MADE DED RETENTION \$	N	N	G21986410018	12/1/2022	12/1/2023	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$ XXXXXXXX
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 N	N/A	WC2-641-432888-012	12/1/2022	12/1/2023	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

CERTIFICATE HOLDER

10906488
FOR PROPOSAL PURPOSES ONLY

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

EQUAL EMPLOYMENT OPPORTUNITY

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

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

- (1) That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such under utilization.
- (2) That, if it hires additional employees in order to perform this contract or any portion thereof, it will determine the availability (in accordance with the Department's Rules and Regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized:
- (3) That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.
- (4) That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Contractor's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the Contractor in its efforts to comply with such Act and Rules and Regulations, the Contractor will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations there under.
- (5) That it will submit reports as required by the Department's Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all

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

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

Exhibit G

CONSULTING ENGINEER'S DISCLOSURE AFFIDAVIT

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

STATE OF Illinois)
) ss.
COUNTY OF Cook)

SECTION I. BUSINESS STATUS STATEMENT

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

A. Burns & McDonnell Engineering Company, Inc. (Hereinafter "Consulting Engineer") is a:
Company Name

(Place mark in front of appropriate type of business)

X Corporation (if a Corporation, complete B)

_____ Partnership (if a Partnership, complete C)

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

_____ Individual Proprietorship (if an Individual, complete D)

Consulting Engineer's Federal Tax Identification Number is 43-0956142.

B. CORPORATION

The State of Incorporation is Missouri

Registered Agent of Corporation in Illinois:	Business Information (If Different from Above):
_____	<u>9400 Ward Parkway</u>
Name	Company Address, Principal Office
_____	<u>Kansas City, MO 64141</u>
Address	City, State, Zip
_____	<u>816-333-9400</u> <u>816-822-3419</u>
City, State, Zip	Telephone Facsimile
_____	<u>www.burnsmcd.com</u>
Telephone	Website
_____	_____

The corporate officers are as follows:

President: Leslie Duke

Vice President: Tim Faber

Secretary: Heather Schmitz

C. PARTNERSHIP OR LLC

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

_____ Name	_____ Home Address & Telephone
---------------	-----------------------------------

_____ Name	_____ Home Address & Telephone
---------------	-----------------------------------

_____ Name	_____ Home Address & Telephone
---------------	-----------------------------------

The business address is _____

Telephone: _____ Fax: _____

D. INDIVIDUAL PROPRIETORSHIP

The business address is _____

Telephone: _____ Fax: _____

My home address is _____

Telephone: _____ Fax: _____

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

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

Check One:

_____ Others Interested in Contract X None

- B. No department director or any employee or any officer of the City of Decatur has any financial interest, directly or indirectly, in the award of this contract except as listed on a separate attached sheet to this affidavit.
- C. That the Consulting Engineer is not barred from bidding on any contract as a result of violation of 720 ILCS 5/33E-3 and 5/33E-4 (Bid Rigging or Bid Rotating).

SECTION III. DRUG FREE WORKPLACE AND DELINQUENT ILLINOIS TAXES STATEMENT

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

SECTION IV. FAMILIARITY WITH LAWS STATEMENT

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

CONSULTING ENGINEER



Signature

Patrick Clifford

Printed Name

Regional Water Manager

Title

SUBSCRIBED and SWORN to before me this 26th day of May, 2026.



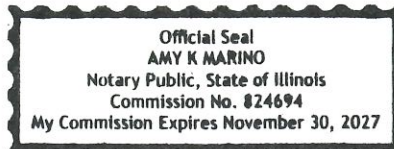
Notary Public


Exhibit I - CITY OF DECATUR INVOICE DATA SHEET

Project:

(Consulting Engineer Name & Address)

City Project No.:

Invoice Date:

Invoice Number:

Invoice Period From:

To:

Agreement/C.O.

Date Approved

Council Bill

Upper Limit

Original Contract

\$

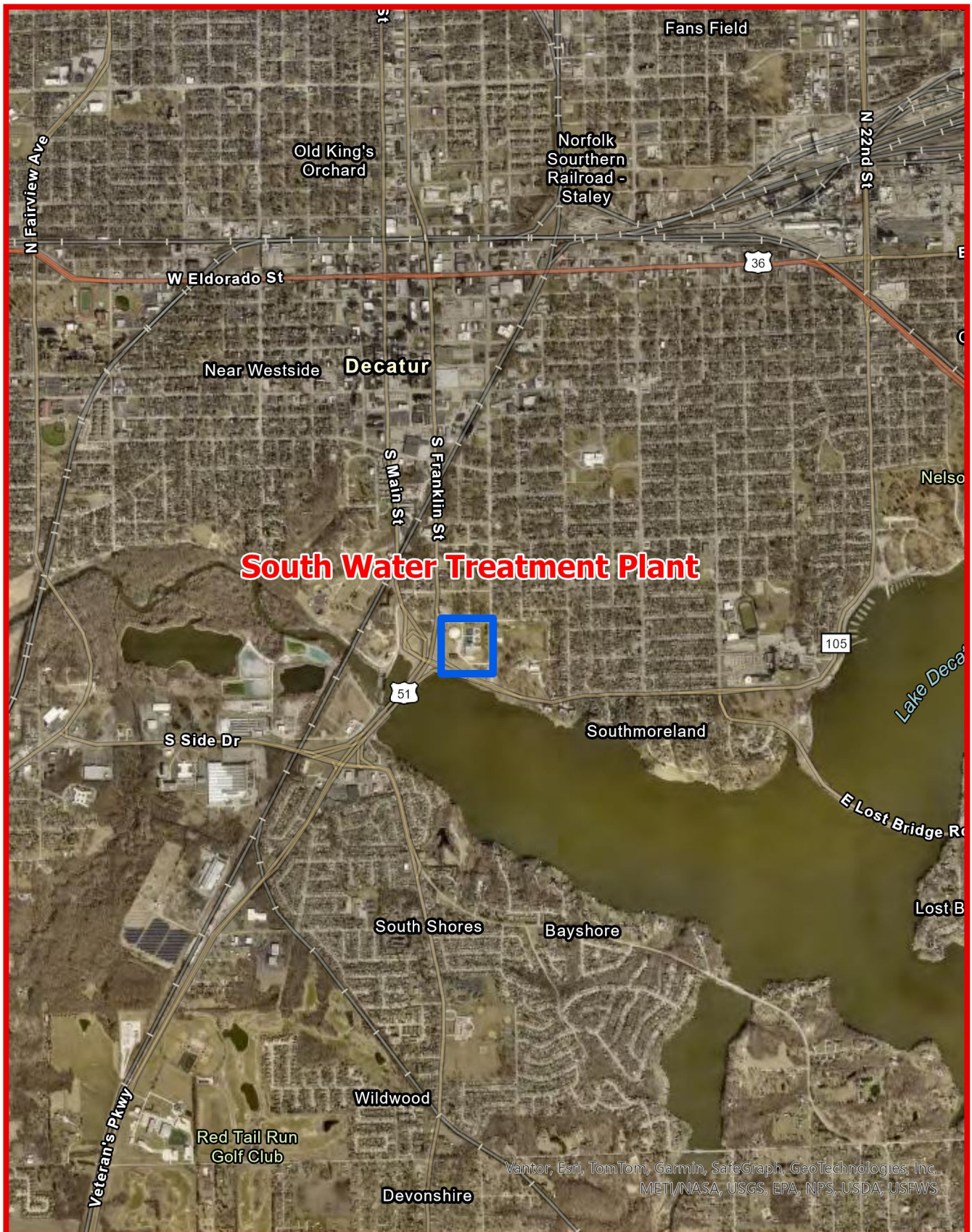
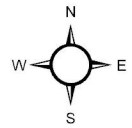
Milestone	To Date	Previous Invoices	This Invoice
1. Project Kickoff			
2. Acceptance of Detailed Requirements Document			
3. Acceptance of Draft RFP Document			
4. Acceptance of Final RFP Document			
5. AMS Vendor Recommendations and Contract Comments provided.			
Total Amount Earned			
TOTAL AMOUNT DUE THIS INVOICE:			
Percent Complete		(For City Use)	

Consulting
Engineer's
Signature:

Title:



Location Map South Water Treatment Plant Expansion



**Council Memo
Public Works Department
No. 2026-64**

DATE: 6/15/2026

TO: Honorable Mayor Julie Moore Wolfe and City Council Members

FROM: Melissa Hon, City Manager
Matt Newell, Director of Public Works
Robert Weil, Water Production Manager

SUBJECT:

Resolution Authorizing Agreement with INTERA Incorporated to Provide Professional Engineering Services to the City of Decatur for the Alternate Water Supplies Update, City Project 2024-05

SUMMARY RECOMMENDATION: It is recommended that the City Council approve the attached Resolution authorizing the Mayor to sign, and the City Clerk to attest, to a professional services agreement between the City of Decatur and INTERA Incorporated to provide professional engineering services to the City for an Alternative Water Supplies Update, for a fee of \$197,446.

BACKGROUND:

The City of Decatur is fortunate to have one of the best water supply portfolios in the region. In a typical year, the average amount of water flowing over the Lake Decatur dam is about 470 million gallons per day (MGD), fourteen times the average daily lake withdrawal for the past six years, 33 MGD. Records for the past 100 years show a consistent pattern of rainfall in the second quarter of each year in sufficient quantity to end every drought. True to form, Lake Decatur came out of the 2025/26 drought before most of the reservoirs in the region.

There is always a risk that reservoir storage and additional supplies will not be enough. Because Decatur's economy is so water-dependent, we are less able to survive a drought by cutting back on consumption, as many other cities do. Instead, the City has followed a strategy of developing alternate water sources to carry through to spring rains. One of the most significant improvements was dredging of Lake Decatur, completed in 2019, which added about 1,670,000,000 gallons of drought-resilient supply.

The City Council has consistently shown foresight and leadership in this vital area of drought resiliency. The Council's Priority Goals include a strategy to "increase Decatur's water supply so that the community has more drought resiliency and is able to attract more employers that need reliable water supplies."

An Additional Water Supplies report was completed by INTERA in July 2019, a slide show overview of this initial report is attached. The full report is on the City's website. The foundation of the study is a Decatur-specific model of how the lake would respond to a drought that was even more severe than the worst drought in our history. The model estimated that 3,100 million gallons (MG) of additional supply would be needed to maintain water withdrawals of 38.5 MGD (a modest amount of growth was assumed at the time). Of the 3,100 MG shortfall, 1,670 MG was gained by dredging Lake Decatur, as mentioned above. The remaining gap could be closed by a range of other projects, which the report evaluated in a triple-bottom-line matrix. Since the report was published, several of the recommended projects have been completed, leaving only a 550 MG gap for design drought at average demands of 38.5 MGD.

The need to update the 2019 study arises from two factors: 1) better information on existing supplies and new options regarding alternatives, and 2) there is likely to be a higher demand due to development. Since the 2019 study, the City of Decatur has acquired the former Vulcan sand and gravel pit in Harristown and estimated its yield during droughts. The City has also purchased a farm near Lane in DeWitt County, which could supplement the City's existing well field along Friends Creek. This is just a partial list of newly available information that calls for an update to this critically important document. On the demand side, there has been excellent progress in attracting development to Decatur with increased water use and it is prudent to address how the City can remain drought resilient through additional alternative water supplies.

INTERA was selected in 2018 through a competitive, qualifications-based process. Five firms submitted proposals at that time. INTERA demonstrated the deepest expertise in water resource planning and has consistently provided timely, cost-effective and deeply insightful services related to Decatur's water needs since then.

The proposed scope of services for the update includes:

1. Update water demand projections,
2. Model how additional water demands would affect Lake Decatur,
3. Update the list of alternative water supply options,
4. Evaluate selected alternatives using the same triple-bottom-line approach used in the 2019 report, and
5. Update the City's drought action plan based on updated demand projections and input from industrial users.

In coming months, a separate study is to be performed by the Illinois State Water Survey on yield from the City's wells in the Mahomet Aquifer. A research agreement for that study will be brought to Council for consideration at a later date.

SCHEDULE: The proposed study should be completed within one year.

LEGAL REVIEW: The Professional Services Agreement was submitted to the Legal Department for review on June 2, 2026.

PRIOR COUNCIL ACTION:

October 15, 2018, the City Council approved a professional services agreement with INTERA for an Additional Water Supply Plan. The City Council received a briefing on the recommendations in July 2019. See attachment. On July 12, 2021, the City Council was presented with a briefing on the Water Utility Long-Term Sustainability Plan at a study session.

September 25, 2023, the City Council held a study session on the water system at the South Water Treatment Plant and discussed options to add 10-12 MGD of capacity to the system to support industrial development.

November 2025, the City Council approved the budget for 2026, which included \$225,000 in capital funding for the Water Supply Plan Update.

POTENTIAL OBJECTIONS: There are no known objections.

INPUT FROM OTHER SOURCES:

None

STAFF REFERENCE: Matt Newell, Public Works Director, Paul Caswell, City Engineer and Robert Weil, Water Production General Manager. Paul Caswell and Robert Weil will attend the City Council meeting to answer any questions of the Council on this item.

BUDGET/TIME IMPLICATIONS: Budget Impact: The proposed professional services agreement with INTERA is for a fee of \$197,422. This is consistent with the adopted capital budget of \$225,000 for this project.

Staffing Impact: Staff time is allocated to manage this project.

ATTACHMENTS:

1. 2026-64 Resolution Authorizing a PSA with INTERA Alt Water Supplies 2
2. 2026-64 Intera 2019 Presentation on Alt Water Supplies

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING A PROFESSIONAL ENGINEERING SERVICES
AGREEMENT WITH INTERA INCORPORATED TO PROVIDE ENGINEERING
SERVICES TO THE CITY OF DECATUR FOR THE ALTERNATIVE WATER
SUPPLIES UPDATE, CITY PROJECT 2024-05**

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

Section 1. That the Professional Engineering Services Agreement with INTERA Incorporated presented to the Council herewith as Exhibit A and made a part hereof, between the City of Decatur and INTERA Incorporated and the same is hereby received, placed on file and approved.

Section 2. That the Mayor and City Clerk be, and they are hereby, authorized and directed to execute said Agreement between the City of Decatur, Illinois and INTERA Incorporated for a fee not to exceed \$197,446.00.

PRESENTED and ADOPTED this 15th day of June 2026.

Julie Moore Wolfe, Mayor

Attest:

Kim Althoff, City Clerk

Exhibit A

CITY OF DECATUR PROFESSIONAL ENGINEERING SERVICES AGREEMENT

This Agreement ("Agreement") is made and entered into between the City of Decatur, Illinois, an Illinois home rule municipal corporation ("City"), and: INTERA INCORPORATED, ("Consulting Engineer"), for and in consideration of the mutual covenants and promises and good and valuable consideration contained herein.

SCOPE OF WORK

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

SECTION I. GENERAL

- A. CONSULTING ENGINEER. The Consulting Engineer shall provide professional engineering services for the City in all phases of the Project, serve as the City's professional engineering representative for the Project as set forth herein and shall give professional engineering consultation and advice to the City's Representative during the performance of services hereunder. All services provided hereunder shall be performed by the Consulting Engineer in accordance with generally accepted Engineering standards.
- B. NOTICE TO PROCEED. The Consulting Engineer shall only begin performance of each Phase of work required hereunder upon receipt of a written Notice to Proceed for that Phase, as shown in Exhibit B.
- C. TIME. The Consulting Engineer shall begin work on each successive phase within thirty (30) days after receipt of the Notice to Proceed for each phase and shall devote such personnel, technical equipment, computer time and materials to the Project so as to complete each phase within the time limits set forth in Exhibit C; Project Timeline.
- D. CITY'S REPRESENTATIVE. The City's representative to the Consulting Engineer shall be the City Engineer or the City Engineer's designee as set forth in the Notice to Proceed for each phase of work.
- E. EXTRA WORK AND AMENDMENTS. The Consulting Engineer shall only perform the work authorized by this contract and defined in the Scope of Work (attached hereto, marked Exhibit A, incorporated by reference herein and made a part of this Agreement). Should the size or complexity of the project exceed the amount of work contemplated by this contract or defined in the Scope of Work, the Consulting Engineer shall obtain written authorization in the form of an Amendment from the City's Representative, to perform extra work before such work is actually performed. An Amendment form is included in this Agreement as Exhibit D. The cost to perform any work prior to written authorization shall be paid exclusively by the Consulting Engineer and shall not be reimbursed by the City.
- F. The Consulting Engineer expressly acknowledges, recognizes and agrees that the only authority to approve Amendments to this Agreement or the Scope or Services or the cost(s) therein is with the City Council of the City.

SECTION II. BASIC SERVICES

A. STUDY AND REPORT PHASE.

The Consulting Engineer shall:

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

SECTION III. CITY'S RESPONSIBILITIES

The City shall,

- A. FURNISH REQUIREMENTS AND LIMITATIONS. Provide all criteria and full information as to the City's requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, economic parameters and any budgetary limitations; and furnish copies of all design and construction standards which the City will require to be included in the Drawings and Specifications.
- B. FURNISH INFORMATION. Assist the Consulting Engineer by placing at the Consulting Engineer's disposal all available information pertinent to the Project including previous reports and any other data relative to design or construction of the Project.

- C. FURNISH TECHNICAL INFORMATION. Furnish to the Consulting Engineer, as required for performance of the Consulting Engineer's Basic Services (except to the extent provided otherwise in Exhibit A, "Scope of Work"), data prepared by or services of others, including without limitation, core borings, probings and subsurface explorations, hydrographic surveys, laboratory tests and inspections of samples, materials and equipment; appropriate professional interpretations of all of the foregoing; environmental assessment and impact statements; property, boundary, easement, right-of-way, topographic and utility surveys; property descriptions; zoning, deed and other land use restriction; all of which the Consulting Engineer may rely upon in performing the Consulting Engineer's services.
- D. SURVEYS AND REFERENCE POINTS. Provide field control surveys and establish reference points and base lines except to the extent provided otherwise in Section II to enable the Contractor(s) to proceed with the layout of the work.
- E. ACCESS TO PROPERTY. Arrange for access to and make all provisions for the Consulting Engineer to enter upon public and private property as required for the Consulting Engineer to perform the Consulting Engineer's services.
- F. REVIEW DOCUMENTS. Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by the Consulting Engineer, obtain advice of an attorney, insurance counselor and other consultants as the City's Representative deems appropriate for such examination and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of the Consulting Engineer.
- G. OBTAIN APPROVALS AND PERMITS. Furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project.
- H. ACCOUNTING, LEGAL AND INSURANCE SERVICE. Provide such accounting, independent cost estimating and insurance counseling services as may be required for the Project, such legal services as the City's Representative may require or the Consulting Engineer may reasonably request with regard to legal issues pertaining to the Project including any that may be raised by the Contractor(s), such auditing service as the City's Representative may require to ascertain how or for what purpose any Contractor has used the moneys paid to him under the construction contract, and such inspection services as the City's Representative may require to ascertain that the Contractor(s) are complying with any law, rule or regulation applicable to their performance of the work except as otherwise provided in Section II.
- I. NOTIFY THE CONSULTING ENGINEER OF DEFECTS OR DEVELOPMENT. Give prompt written notice to the Consulting Engineer whenever the City's Representative observes or otherwise becomes aware of any development that affects the scope or timing of the Consulting Engineer's services, or any defect in the work of the Contractor(s).

SECTION IV. GENERAL CONSIDERATIONS

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

- B. OWNERSHIP OF DOCUMENTS. All drawings, specifications, reports, records, and other work product developed by the Consulting Engineer in connection with this Project are public documents and, upon payment to the Consulting Engineer, shall remain the property of the City whether the Project is completed or not.
- C. ESTIMATES OF COST (COST OPINION). Since the Consulting Engineer has no control over the cost of labor and materials, or over competitive bidding and market conditions, estimates of construction cost provided are to be made on the basis of the Consulting Engineer's experience and qualifications, but the Consulting Engineer does not guarantee the accuracy of such estimates as compared to the Contractor's bids or the Project construction cost.
- D. INSURANCE.
1. Requirement. During the term of this Agreement, at its own cost and expense, the Consulting Engineer shall maintain in full force and effect insurance policies as enumerated below.
 2. Policy Form. All policies save for the professional liability, shall be written on an occurrence basis. Professional liability insurance can be either claims made or occurrence basis policies.
 3. Additional Insured. The City of Decatur and its officers and employees shall be named as additional insured parties on the general liability policy and included as additional insured parties on the automobile liability policy. The City's interests as additional insured parties shall be on a primary and non-contributory basis on all policies and noted as such on the insurance certificates.
 4. Qualification of Insurers. All policies will be written with insurance carriers qualified to do business in the State of Illinois rated A-VIII or better in the latest Best's Key Rating Guide.
 5. Form of Policy. All policies shall be written on the most current Insurance Service Office (ISO) or National Council on Compensation Insurance (NCCI) form or a manuscript form if coverage is broader than the ISO or NCCI form.
 6. Time of Submission; Certificate of Insurance. At or before the time of execution of this agreement and prior to commencing any work activity on the project, the Consulting Engineer shall provide the City's Representative with certificates of insurance showing evidence the insurance policies noted below are in full force and effect. Consulting Engineer shall give the City's Representative at least 30 days written notice prior to any material change, cancellation, or non-renewal except in the case of cancellation for non-payment of premium, in which case notice shall be 10 days. The certificates shall be attached hereto as Exhibit E. The Consulting Engineer shall provide any renewal certificates of insurance automatically to the City's Representative at least 30 days prior to policy expiration. The certificate must certify the following:
 - a. Name and address of party insured.
 - b. Name(s) of insurance company or companies.
 - c. Name and address of authorized agent executing such certificate.
 - d. Description of type of insurance and coverage afforded thereunder.
 - e. Insurance policy numbers.
 - f. Limits of liability of such policies and date of expiration of policies.

- g. To the extent the same is available, insurance company or companies shall further certify that said policies shall not be modified, cancelled or terminated until after written notice to the City's Representative per standard ISO accord form wording and the policy provisions.
7. Types and Limits of Insurance. The Consulting Engineer shall provide the following:
- a. Workers' Compensation:
 - Coverage A: Statutory Limits
 - Coverage B: One hundred thousand dollars (\$100,000) employer's liability limits for each accident or per disease, per employee. Said policies shall be endorsed to cover any disability benefits or Federal compensation acts if applicable.
 - b. General Liability: Combined single limits of, no less than, one million dollars (\$1,000,000) per occurrence. General Liability Insurance shall include:
 - Personal Injury Liability coverage.
 - c. Automobile Liability: Combined single limits of, no less than, one million dollars (\$1,000,000) per occurrence. Auto liability shall include hired and non-owned autos.
 - d. Professional Liability: A professional liability errors and omissions policy with limits of, no less than, one million dollars (\$1,000,000) per claim. If said policy is written on a claims made basis, the retroactive date of the policy must predate the date of this agreement. In addition, the policy term must extend one year beyond completion date of this agreement.
 - e. Self-insured: If a self-insured retention or deductible is maintained on any of the policies, the Consulting Engineer shall provide the amount of the self-insured retention or deductible to the City. Such deductibles shall be subject to approval by the City. Such approval shall not be unreasonably withheld. The Engineer will be held solely responsible for the amount of such deductible and for any co-insurance.
8. Insurance Not A Limitation. The insurance coverage and requirements contained in this Section shall not be construed to be a limitation of liability for the Consulting Engineer.

E. TERMINATION

- 1. This Agreement may be terminated in whole or in part in writing by either party in the event of substantial failure by the other party to fulfill its obligations under this Agreement through no fault of the terminating party; provided that no such termination may be affected unless the other party is given not less than fifteen (15) calendar days prior written notice (delivered by certified mail, return receipt requested) of intent to terminate, and an opportunity for consultation with the terminating party prior to termination.
- 2. This Agreement may be terminated in whole or in part in writing by the City for its convenience; provided that the Consulting Engineer is given not less than fifteen (15) calendar days prior written notice delivered by certified mail, return receipt requested of intent to terminate, and an opportunity for consultation with the City prior to termination.
- 3. Upon receipt of a notice of intent to terminate from the City pursuant to this Agreement, the Consulting Engineer shall (1) promptly discontinue all services affected (unless the notice directs otherwise), and (2) make available to the City at any reasonable time at a location specified by the City all data, drawings, specifications, reports, estimates, summaries, and such other information and materials as may have been accumulated by the Consulting Engineer in performing this Agreement, whether completed or in process.

4. Upon termination pursuant to this Agreement, the City's Representative may take over the work and complete the same by agreement with another party or otherwise.
- F. EQUAL EMPLOYMENT OPPORTUNITY REQUIREMENTS. The Consulting Engineer agrees to abide by and comply with the City's "Equal Employment Opportunity Clause" (attached and marked hereto as Exhibit F and incorporated herein by reference) to the extent that the clause is applicable to this contract.
- G. INDEPENDENT CONTRACTOR STATUS. Nothing contained in this Agreement shall be construed to make the Consulting Engineer an employee or partner of the City. The Consulting Engineer shall at all times hereunder be construed to be an independent contractor.
- H. FEDERAL FUNDING. If Federal Funds are utilized as a source of Project funding, the Consulting Engineer shall abide by the terms of all Federal requirements in the performance of duties hereunder.
- I. AMENDMENT OF AGREEMENT. This Agreement shall be amended or supplemented only in writing and executed by both parties hereto.
- J. HOLD HARMLESS. Consulting Engineer shall indemnify and save harmless the City, its officers and employees against claims for damages to property or injuries to or death of any person or persons, including property and employees or agents of the City and including reasonable attorney's fees incurred by the City or required in any way to be paid by the City, in defense thereof, and shall indemnify and save harmless the City from all claims, demands, suits, actions or proceedings including Worker's Compensation claims, of or by anyone whomsoever, to the extent proximately caused or proximately arising out of negligent acts or omissions to act by Consulting Engineer in connection with its performance of this contract, including operations of its subcontractors and negligent acts or omissions of employees or agents of the Consulting Engineer or its subcontractors.

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

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

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

- L. NO BID RIGGING, BID ROTATION. The Consulting Engineer certifies, in accordance with Section 33E-11 of the Illinois Criminal Code, that the Consulting Engineer is not barred from bidding on contracts as a result of a violation of either Section 33E-3, Bid Rigging, or Section 33E-4, Bid Rotating, of the Illinois Criminal Code. The Consulting Engineer so certifies in the Non-Collusion Statement, attached and marked herein as Exhibit G and incorporated herein by reference.
- M. NO DELINQUENT TAXES. The Consulting Engineer agrees that it is not delinquent in payment of any and all taxes in any State or any political subdivisions therein and shall so certify in the Affidavit of No Delinquent Taxes, attached and marked herein as Exhibit G, and incorporated herein by reference.
- N. DRUG FREE WORKPLACE. The Consulting Engineer agrees that it shall comply with the Illinois Drug Free Workplace Act, 30 ILCS 580/1, et seq. If the Consulting Engineer has twenty-five (25) or more employees or this contract is for more than Five Thousand Dollars (\$5,000.00), the Consulting Engineer shall provide to the City the Drug Free Workplace Certification attached and marked herein as Exhibit G and incorporated herein by reference.
- O. SEVERABILITY. If any section, terms or provisions of this Agreement or the application thereof shall be held to be invalid or unenforceable, the remainder of each section, subsection, term or provision of this Agreement or the application of the Agreement to the parties, shall not be affected thereby.
- P. TIMELINESS. The Parties recognize and agree that time is of the essence of this Agreement as is consistent with the applicable professional standard of care.

SECTION V. PAYMENT

- A. BASIS OF BILLING. City shall pay the Consulting Engineer for all services rendered under Section II Phases A through F for services rendered by principals and employees assigned to the Project.

For the purposes of this Agreement, the principals and employees of the Consulting Engineer and their hourly direct labor costs are set forth in Exhibit H hereto.

- B. SUBCONSULTANT. The City shall pay the Consulting Engineer for services and reimbursable expenses of subconsultants engaged by the Consulting Engineer with the approval of the City's Representative, the amount billed by the Subconsultant to the Consulting Engineer times an approved multiplier of 15%.
- C. REIMBURSABLE EXPENSES. In addition to payments provided for in paragraphs A and B of this Section, the City shall pay the Consulting Engineer the actual costs of all Reimbursable Expenses incurred in connection with all Basic and Additional Services. Reimbursable Expenses means the actual expenses incurred directly in connection with the Project for transportation costs on the basis of actual cost if public transportation is used, subsistence incidental thereto, toll telephone calls, reproduction of reports, drawings, specifications and similar project-related items in addition to those required under Section II.

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

- D. PAYMENT FOR WORK COMPLETED

1. Monthly Progress Payments. Monthly progress payments may be requested by the Consulting Engineer for work satisfactorily completed and shall be made by the City to the Consulting Engineer as soon as practicable upon submission of statements requesting payment by the Consulting Engineer to the City. Each statement shall be accompanied by an Invoice Data Sheet as shown in Exhibit I. If the Consulting Engineer prefers, the Invoice Data sheet may serve as the Consulting Engineer's invoice.
 2. Monthly Progress Reports. The Consulting Engineer shall prepare a monthly progress report indicating the amount of work completed based on the approved scope of work and any approved addendums. The Consulting Engineer shall also prepare a progress chart showing the upper limit of compensation approved by the contract, the planned time of completion, the estimated completion to date, the percentage of the approved contract amount earned, the percentage of elapsed time, and the currently forecasted amount of work required to complete the project. The Consulting Engineer may use an electronic spreadsheet template prepared by the City's Representative to prepare the progress chart.
 3. Maximum Payment Requests. No payment request made pursuant to subparagraph 1 of this Section V shall exceed the estimated maximum total amount and value of the total work and services to be performed by the Consulting Engineer under this Agreement for that phase or additional service without the prior authorization of the City's Representative. These estimates have been prepared by the Consulting Engineer and supplemented or accompanied by such supporting data as may be required by the City's Representative.
 4. Time and Manner of Payments. Upon receipt of a properly invoiced payment request, the City shall pay the amount due less any amounts allowed to be retained or withheld by the City under this Agreement within 60 days of receipt of the invoice.
 5. Release of Claims. Upon satisfactory completion of the work performed hereunder and prior to final payment under this Agreement, and as a condition precedent thereto, the Consulting Engineer shall execute and deliver to the City's Representative a release of all claims against the City arising under or by virtue of this Agreement.
 6. Local Government Prompt Payment Act. The Consulting Engineer and City hereby expressly acknowledge and agree that the Local Government Prompt Payment Act does not apply to this Agreement.
- E. PAYMENT UPON TERMINATION. In the event of termination by City under Section IV.E upon the completion of any phase of the Basic Services, progress payments due to the Consulting Engineer for services rendered through such phase shall constitute total payment for such services. In the event of such termination by City during any phase of the Basic Services, Consulting Engineer also will be reimbursed for the charges of independent professional associates and consultants employed by Consulting Engineer to render Basic Services, and paid for services rendered during that phase on the basis of Consulting Engineer's Direct Labor Costs times a factor defined in Section V.A. of this Agreement for services rendered during that phase to date of termination by Consulting Engineer's principals and employees engaged directly on the Project. In the event of any such termination, Consulting Engineer will be paid for all unpaid Additional Services rendered to date and unpaid Reimbursable Expenses that may have accrued to date.

This Agreement is made between the City and the Consulting Engineer entered into on the last date written below. In witness, the parties have executed this Agreement

DATED this _____ day of _____, 2026

THE CITY OF DECATUR, ILLINOIS

By: _____
Mayor

ATTEST:

City Clerk

CONSULTING ENGINEER

By: Theresa Landewe

Theresa Landewe, VP, Midwest Region, INTERA

SCOPE OF WORK

Introduction

Over the last two years, the City of Decatur, IL (City) has discussed several commercial endeavors that would potentially increase water demand on Lake Decatur beyond the demand projected in INTERA's 2019 report to the City (*Additional Water-Supplies: Local Solutions to Manage Drought Risk*). In that report, a demand increase was projected, bringing the total lake demand (potable demand at the City's South Water Treatment Plant (SWTP) plus non-potable demand at ADM's North Water Treatment Plant (NWTP) from 32.3 million gallons per day (MGD) in 2017 to 38.5 MGD in 2050 – a modest 6 MGD increase over approximately 30 years.

Our analysis showed that during a worst-case drought, approximately 3,100 MG would be needed over a 10-month drought period to meet the projected demand. A selection of readily available water-supply options, in combination, were found to be capable of meeting the supply gap, most of which have been used in previous droughts. These include: 1) the DeWitt County wellfield (630 MG), 2) the former Vulcan Pit or "water mine" (250 MG), and 3) Lake Tokorozawa (900 MG). The most significant measure, however, was to allow the lake level to drop below 607' (ADM's NWTP west intake elevation) to the SWTP intake elevation of 604' (1,670 MG).

Since the 2019 assessment was completed, the City has taken several steps to improve their drought resiliency. Pipeline was laid to provide a permanent connection between the former Vulcan Pit to the SWTP raw water intake building, allowing water from the pit to be used on-demand and coincidentally with treatment plant sludge decant water. When implemented, planned improvements to the existing wellfield will improve efficiency in delivering water to address lake level drops before drought impacts are fully realized. Additional farm property was purchased northwest of the DeWitt wellfield, potentially increasing the total yield from the Mahomet Aquifer should new wells be developed there. Rounding out current improvements to the City's water supply portfolio, the City purchased the Harristown Vulcan gravel pit several miles downstream from Decatur. Our analysis completed earlier this year determined that the pit can provide 900 - 1,000 MG.

Additional demands could increase the drought supply gap beyond 3,100 MG. These new demands may be met with a combination of potable and non-potable supplies, some of which were not evaluated in the 2019 report. The timing of the water supply needs will be highly dependent on the pace and type of development that occurs. Multiple variable growth scenarios need to be evaluated to prepare for a range of potential futures. To ensure that the level and rate of investment in new water supplies is appropriately matched to needs, an update to the 2019 adaptive management plan for implementing projects is recommended.

In addition, the recent drought alerted City officials to Lake Decatur's drought sensitivity and the need to update the 2012 Low Lake Level/Drought Action Plan. An assessment of operating rules and action triggers can improve the balance between reliability and cost. This can ensure droughts are detected in time while minimizing the cost of corrective action.

We propose to 1) assess the impact of additional water demand on Lake Decatur's drought resiliency and supply gap, 2) review previously evaluated and new water supply projects, 3)

update the triple-bottom-line analysis of water supply options, 4) provide updated recommendations on the timing of investments in those projects, and 5) apply decisions made during a May 2026 table-top drought exercise to guide the City on the amount and timing of demand cutbacks and alternative supply triggers.

Scope of Work

To achieve these objectives, the following tasks will be performed:

1. DEMAND PROJECTION SCENARIOS

INTERA will review and finalize with City staff the timing and quantity of selected demand projections including potable and non-potable water demands. Rather than attributing future demand to specific industrial/commercial proposals, incremental demands of, for example, 5, 7, and 10 MGD, will be assessed.

In this task, we will also review and finalize with City staff, a master list of possible supply alternatives and set aside alternatives no longer considered desirable. The number of supply alternatives to assess will be constrained to include:

- Excavation of the former Vulcan Pit (water mine)
- Vulcan Harristown gravel pit including excavation
- Extended/expanded use of the Mahomet Aquifer
- Sanitary District of Decatur (SDD) wellfield
- Lake Tokorozawa with a direct lake intake or wells on adjoining SDD property
- Continued use of the Cisco well

2. DEMAND SCENARIO MODELING

INTERA will update the GOLDSIM™ model developed for the 2019 study, including new lake bathymetry, to refine the relationship between lake stage and storage volume. We will run the model with new water demand scenarios identified in Task 1 under the Design Drought condition established for the 2019 study. These modelled demand scenarios will provide a set of supply gaps that form the basis for assessing supply options.

3. SUPPLY OPTION ANALYSIS

In this task, INTERA will screen the list of supply alternatives identified in Task 1 to those that are technically feasible and have the potential to meaningfully address the supply gaps identified above. We will provide clear reasons to exclude those alternatives that do not bear further investigation.

The remaining existing and new supply options will be assessed to a comparable level of detail as was done in *Section 6 Supplemental Sources* of the 2019 report. This includes analyses of potential water supply quantities for each alternative. For new alternatives,

particularly DeWitt wellfield expansion, more detailed analysis will be required to estimate yields.

4. ALTERNATIVES ANALYSIS

Based on our updated analysis of the potential of various water supply options, we will develop conceptual projects for further analysis. Each conceptual project will include basic design parameters, construction and operating costs, life-cycle costs per acre-foot or million gallons, and identification of non-economic risks and benefits, with a level of detail like that provided for the 2019 study. We will review and update previously developed conceptual projects and will develop new projects for new or significantly updated supplies, including for example, a pipeline route and sizing from the Harristown Pit to the SWTP raw water intake building. We will review the triple bottom line (TBL) criteria developed for the 2019 report with City staff and will revise and refine the criteria as needed. Individual projects will be evaluated and ranked based on the TBL criteria. Conceptual projects will be combined into portfolios that address the projected demand thresholds developed in Tasks 1 and 2. Portfolios will be evaluated to identify those that are optimal for each of the demand thresholds. We will identify those projects that are complementary to each other and those that are beneficial under multiple demand thresholds.

5. DROUGHT OPERATIONS

Western Hydrologics (WH), nationally recognized experts in drought management, will be contracted to update the drought operational rules and action triggers. WH recently completed a drought emergency table-top exercise. That exercise provided a new understanding of risk tolerance. For this project, a contrast will be made between the decisions made during the exercise on topics like lake storage and the invocation of triggers versus current drought action rules and triggers. The timing and extent of corrective action will be used to guide development of a drought action plan capturing new triggers and associated actions.

6. COORDINATION WITH RELATED PROJECTS

We anticipate communicating with Decatur's engineering consultant selected for developing the City's *2026 SWTP Water System Expansion Plan* as the portfolio of alternatives is developed. Regular meetings with Illinois State Water Survey (ISWS) groundwater modelers will be necessary to clearly establish objectives and assess outcomes from selected operational scenarios of the DeWitt County wellfield including potential wellfield expansion.

7. RECOMMENDATIONS

Based on the analysis of alternatives completed in Task 4, a recommended implementation plan for future water supply investments will be developed. The results of the project and portfolio evaluation performed in Task 4 will be used to develop an adaptive management plan with initially recommended projects, demand growth triggers for consideration of future projects, and recommended actions necessary to be prepared for sudden growth in demand if significant industrial development occurs.

In the adaptive management plan, we will identify highly ranked “no regrets” projects that can play an important part in addressing any of the demand developed in Tasks 1 and 2. We will identify additional highly ranked supplies for development at specific demand growth thresholds. Recommendations for some projects may be dependent upon the demand scenario. For each demand scenario, the adaptive management plan will provide timelines for the implementation of supplemental water-supply projects and their costs.

Decision points will be identified for review of the next recommended projects to be developed. To ensure that the City is prepared to respond to future industrial development opportunities, we will identify the preliminary investigation and design actions for projects necessary to facilitate timely development of new supplies.

8. FINAL REPORT/PRESENTATION

INTERA will present preliminary results in a draft report to Decatur Public Works Department staff and allow for internal review by Decatur staff. After completion of the final report, INTERA will present it to City Council.

9. MEETINGS/PROJECT MANAGEMENT

The INTERA Project Manager (PM) and other key staff and subconsultants will participate in a kick-off meeting with the City at the South Water Treatment Plant (both in-person and via TEAMS online). We will prepare the meeting agenda in coordination with City staff, which will include review of the project objectives, scope of work, schedule milestones, budget, communication and reporting, identification of key stakeholders, management of project risks, and other relevant topics.

The INTERA team will hold bi-weekly internal progress meetings to ensure that the work remains on schedule. INTERA will manage and monitor activities with project staff and subconsultants.

Timeline

With an anticipated start date of July 1, 2026, a draft report including recommendations will be provided to City staff by June 30, 2027. A final report and presentations to City staff and Council will be completed by August 31, 2027. See Exhibit C.

Budget

The cost for each task is provided on the table below. The total project budget is \$197,446.

Tasks	Costs
Task 1. Demand Projection Scenarios	\$2,376
Task 2. Demand Scenario Modeling	\$14,925
Task 3. Supply Option Analysis	\$22,194
Task 4. Alternatives Analysis	\$26,232
Task 5. Drought Operations	\$28,775
Task 6. Coordination with Related Projects	\$10,635
Task 7. Recommendations	\$30,942
Task 7. Final Report/Presentation	\$41,907
Task 8. Meetings/Project Management	\$19,460
TOTAL	\$197,446



CITY OF DECATUR ILLINOIS

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

Notice to Proceed

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

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

The City Representative for this Phase of work is _____.

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

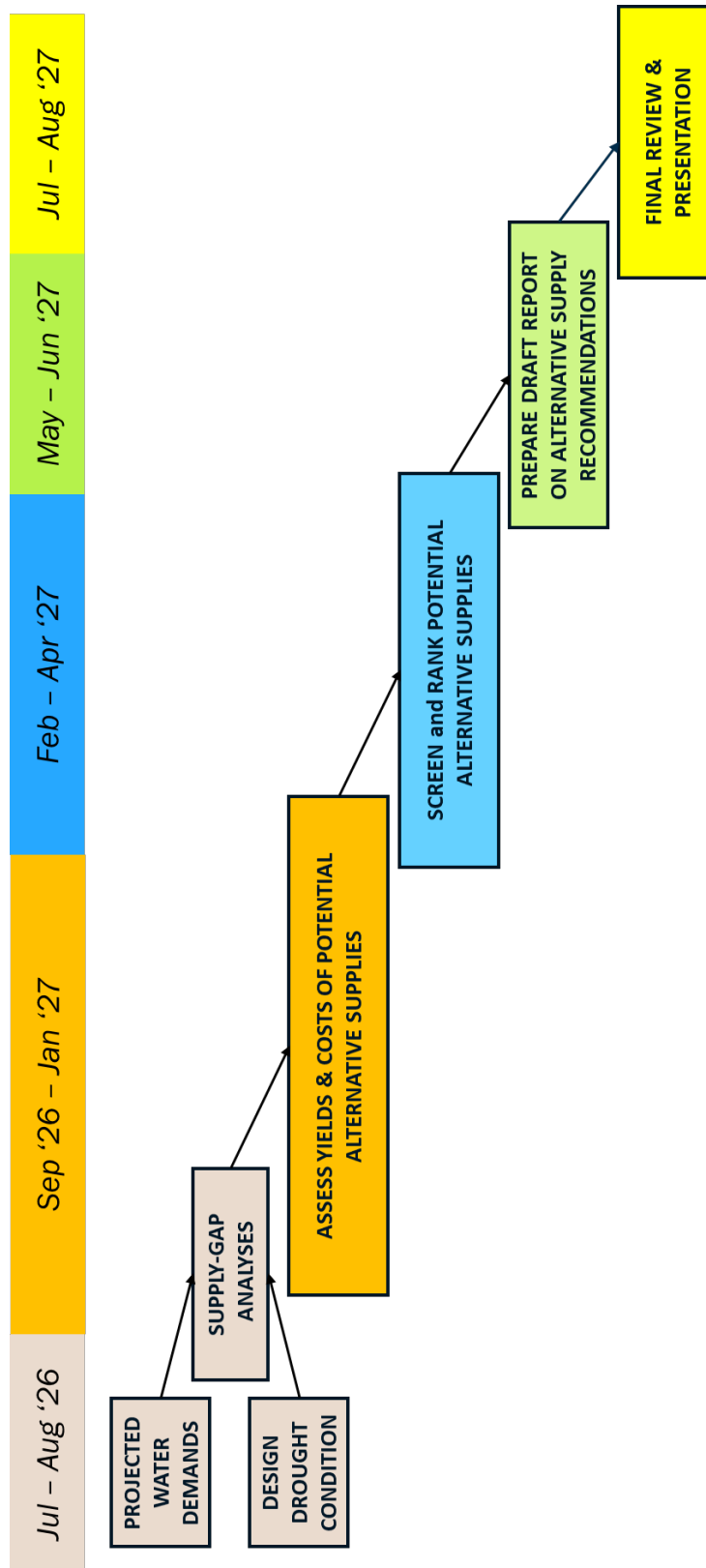
CITY OF DECATUR, IL BY: _____ (City Engineer) Dated this ____ day of _____, 20____.
--

ACCEPTANCE OF NOTICE

Receipt of the above Notice to Proceed is hereby acknowledged. BY: _____ (Signature) (Title) Dated this ____ day of _____, 20____.

EXHIBIT C

PROJECT TIMELINE





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

Amendment No

Date: _____
 Request No. _____ ☐ Final
 Consulting
 Engineer: _____
 Address: _____

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

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

Amount of original contract \$ _____
 Amount of previous amendments \$ _____
 Amount of current amendment \$ _____
 Amount of adjusted/final contract \$ _____

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

State fully the nature and reason for the amendment change _____

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

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

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

Recommended _____
 Public Works Director

_____ Date

Approved _____
 Mayor

 Date

Attested _____
 City Clerk

 Date

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/03/2026

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

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

PRODUCER USI Insurance Services, LLC 7600-C N. Capital of TX Hwy #200 Austin, TX 78731 512 451-7555		CONTACT NAME: Danelle Touchstone PHONE (A/C, No, Ext): 210-524-2094 FAX (A/C, No): 610-537-1904 E-MAIL: danelle.touchstone@usi.com ADDRESS:	
INSURED INTERA Incorporated 9600 Great Hills Trl Suite 300W Austin, TX 78759		INSURER(S) AFFORDING COVERAGE INSURER A : Lloyd's of London INSURER B : Texas Mutual Insurance Company INSURER C : Sentinel Insurance Company Ltd. INSURER D : INSURER E : INSURER F :	
		NAIC # SURPLU 22945 11000	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ GL Ded: \$10,000 ☒ Poll Ded: \$25,000 GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ JECT ☒ LOC OTHER:			ENVP000025426	06/01/2026	06/01/2027	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$25,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 Pollution Li \$1,000,000
C	AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			65UECZR3402	06/01/2026	06/01/2027	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☐ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$			ENVX000020626	06/01/2026	06/01/2027	EACH OCCURRENCE \$6,000,000 AGGREGATE \$6,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☒ Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	0002147146	06/01/2026	06/01/2027	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
A	Professional Liab			ENVP000025426	06/01/2026	06/01/2027	\$2,000,000 Aggregate \$1,000,000 Per Claim \$100,000 Deductible
				Retroactive Date	01/10/2002		

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

The Excess Policy sits over the General Liability, Pollution Liability, Automobile Liability and Professional Liability limits. Professional Liability is on a claims made basis.

The General Liability and Automobile Liability policies include a blanket Additional Insured endorsement that provides Additional Insured status to the City of Decatur and its officers and (See Attached Descriptions)

CERTIFICATE HOLDER

CANCELLATION

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

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

Anthony J. Davis

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DESCRIPTIONS (Continued from Page 1)

employees when there is a written contract that requires such status and only with regard to work performed on behalf of the named insured.

The General Liability, Automobile Liability, and Workers Compensation policies provide a blanket Waiver of Subrogation in favor of the Certificate Holder when required by written contract.

The General Liability and Automobile Liability policies contain a special endorsement with Primary and Non-contributory wording when required by written contract.

A thirty (30) days prior written notice of cancellation to certificate holder applies when required by written contract.

EQUAL EMPLOYMENT OPPORTUNITY

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

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

- (1) That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such under utilization.
- (2) That, if it hires additional employees in order to perform this contract or any portion thereof, it will determine the availability (in accordance with the Department's Rules and Regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized:
- (3) That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.
- (4) That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Contractor's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the Contractor in its efforts to comply with such Act and Rules and Regulations, the Contractor will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations there under.
- (5) That it will submit reports as required by the Department's Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all

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

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

Exhibit G

CONSULTING ENGINEER’S DISCLOSURE AFFIDAVIT

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

STATE OF INDIANA)
) ss.
COUNTY OF MONROE)

SECTION I. BUSINESS STATUS STATEMENT

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

A. INTERA Incorporated (Hereinafter "Consulting Engineer") is a:
Company Name

(Place mark in front of appropriate type of business)

- X Corporation (if a Corporation, complete B)
 Partnership (if a Partnership, complete C)
 Limited Liability Corporation (if an LLC, complete C)
 Individual Proprietorship (if an Individual, complete D)

Consulting Engineer’s Federal Tax Identification Number is 74-3010638.

B. CORPORATION

The State of Incorporation is TEXAS

Registered Agent of Corporation in Illinois:	Business Information (If Different from Above):
<u>Registered Agent Solutions Inc.</u> Name	<u>9600 Great Hills Trail, Suite 300W</u> Company Address, Principal Office
<u>3000 Professional Drive, Suite A</u> Address	<u>Austin, TX 78759</u> City, State, Zip
<u>Springfield, IL 62703</u> City, State, Zip	<u>(512) 425-2000</u> <u>(512) 425-2009</u> Telephone Facsimile
<u> </u> Telephone	<u>www.intera.com</u> Website

The corporate officers are as follows:

President: Peter Castiglia, CEO

Vice President: Van A. Kelley

Secretary: Patricia Johnson

C. PARTNERSHIP OR LLC

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

_____ Name	_____ Home Address & Telephone
---------------	-----------------------------------

_____ Name	_____ Home Address & Telephone
---------------	-----------------------------------

_____ Name	_____ Home Address & Telephone
---------------	-----------------------------------

The business address is _____

Telephone: _____ Fax: _____

D. INDIVIDUAL PROPRIETORSHIP

The business address is _____

Telephone: _____ Fax: _____

My home address is _____

Telephone: _____ Fax: _____

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

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

Check One:

_____ Others Interested in Contract X None

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

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

SECTION III. DRUG FREE WORKPLACE AND DELINQUENT ILLINOIS TAXES STATEMENT

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

SECTION IV. FAMILIARITY WITH LAWS STATEMENT

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

CONSULTING ENGINEER

Signature

Theresa Landewe
Printed Name

Vice President, Midwest Region, INTERA
Title

SUBSCRIBED and SWORN to before me this ____ day of _____, 20__.

Notary Public

Exhibit H		
DIRECT HOURLY LABOR COSTS OF THE CONSULTING ENGINEER		
As of the date of this contract.		
Project Name: Alternative Water Supply Plan Update		
Consulting Engineer: INTERA Incorporated		
Classification	Minimum	Maximum
Principal		\$306.00
Project Manager		\$306.00
Structural Engineer		NA
Senior Engineer		\$274.00
Engineer		\$267.00
Senior Technician		\$195.00
Technician		\$173.00
Professional Land Surveyor		NA
Construction Inspector		NA
Structural Engineer		NA
Clerical		\$173.00

Exhibit I - CITY OF DECATUR INVOICE DATA SHEET

Project:			
(Consulting Engineer Name & Address)		City Project No.:	
		Invoice Date:	
		Invoice Number:	
		Invoice Period From:	
		To:	
Agreement/C.O.	Date Approved	Council Bill	Upper Limit
Original Contract			\$

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

Consulting Engineer's
Signature: _____

Title: _____

Additional Water Supplies

Local Solutions to Manage Drought Risk

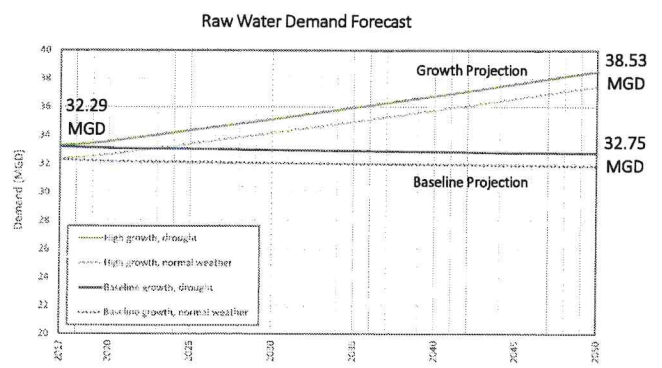
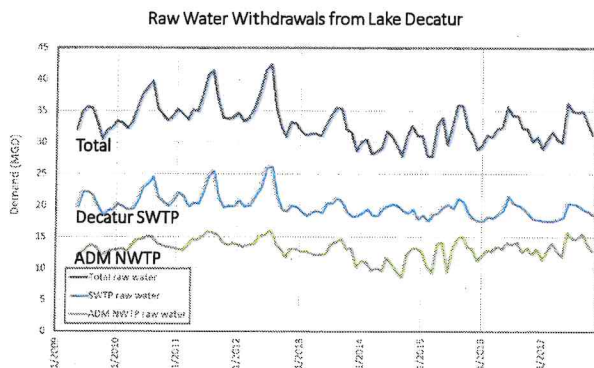


July 17, 2019



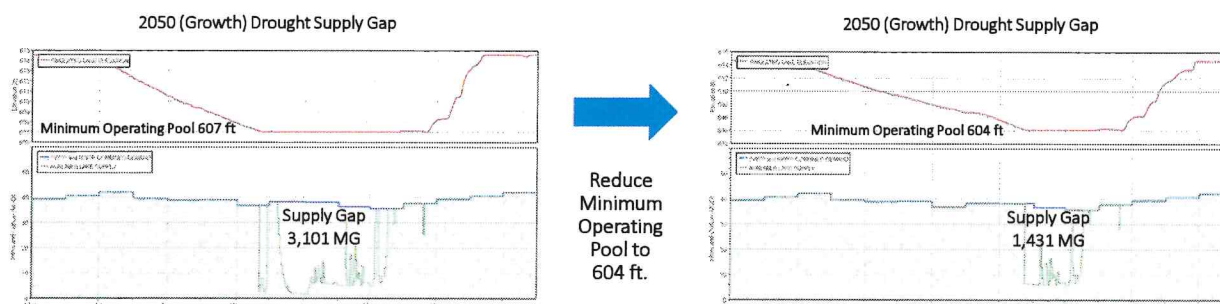
Historical & Forecast Demand

- Projected drought demand in 2050 is 32.75 MGD (baseline) to 38.53 MGD (growth)
- Successful ongoing leak detection and water loss control efforts
- A noticeable reduction in peak summer demand was achieved following the utility's conversion to monthly billing in 2013



Drought Supply Gap

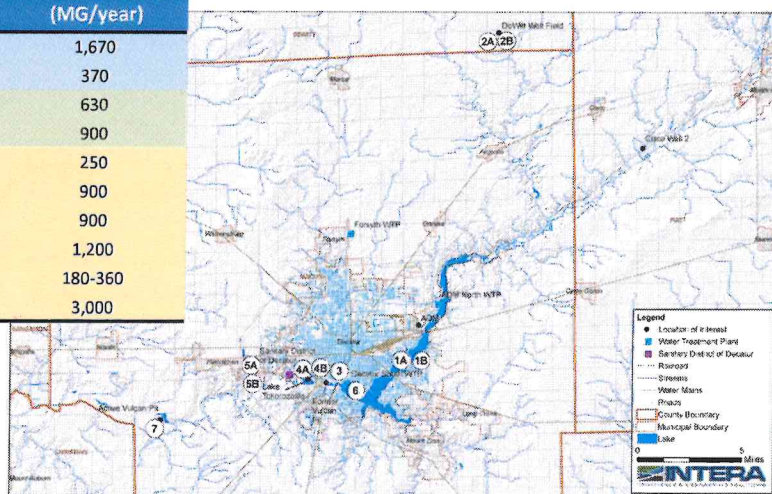
- Combined 2017 drought supply gap (Decatur SWTP and ADM NWTP) is 2,584 million gallons (MG), or 7,930 acre-feet. Combined 2050 (growth) supply gap is 3,101 million gallons (MG), or 9,517 acre-feet.
- Reduction of minimum operating pool from 607 ft to 604 ft eliminates 54% of the 2050 (growth) supply gap, adding 1,670 MG, or 5,125 acre-feet of supply made available by the recently completed dredging program
- Below a minimum operating pool of 607 ft, ADM's NWTP raw water intake is inoperable and this supply to ADM would be interrupted. Alternative supplies would be required.
- Lake Decatur water levels have not been below 607 ft since 1954. Relatively recent low lake levels are 610.6 ft in 2012 and 608.6 ft in 1988.

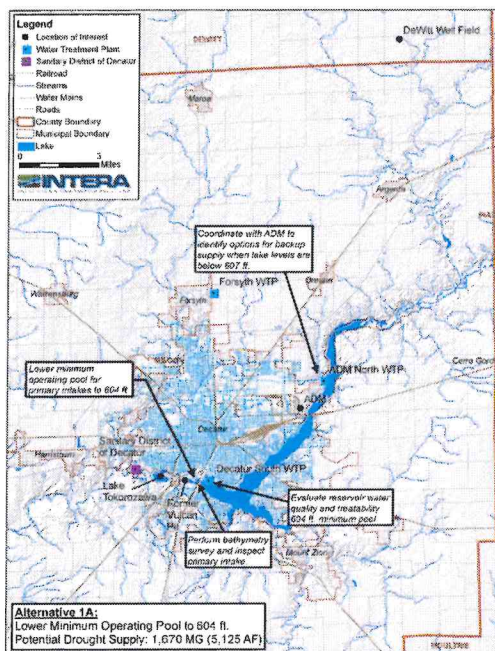


Supplemental Sources

Source	Alt No	Description	Potential Drought Supply (MG/year)
Lake Decatur	1A	Lake Decatur, minimum pool 604 ft.	1,670
	1B	Lake Decatur, minimum pool 603 ft.	370
Mahomet Aquifer	2A	DeWitt Well Field	630
	2B	DeWitt Well Field with Pipeline	900
Shallow Aquifer	3	Former Vulcan Pit	250
	4A	Lake Tokorozawa, direct intake	900
	4B	Lake Tokorozawa, horizontal wells	900
	5A/5B	Radial Collector Wells, downstream	1,200
	6	Radial Collector Wells, above dam	180-360
	7	Active Vulcan Pit, direct intake	3,000

- Potential drought supply is estimated based on operation during the 10-month design drought period



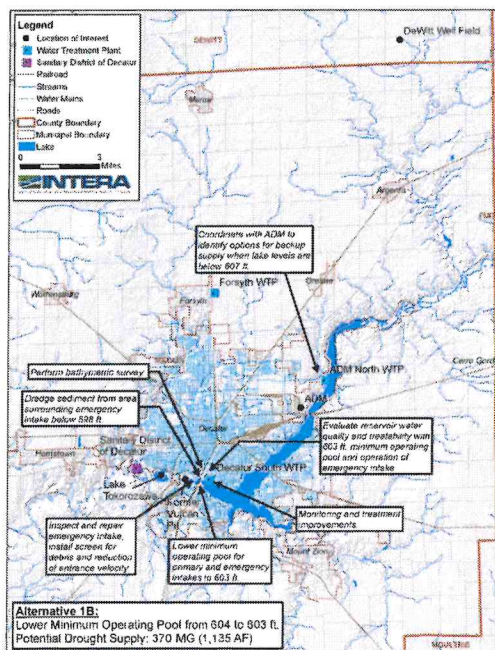


Alternative 1A

Lower Minimum Operating Pool from 607 ft to 604 ft

Potential Drought Supply	1,670 MG/year 5,125 AFY
Estimated Capital Cost	\$0.205 million
Net Change in Operating Costs	No change
Unit Life Cycle Cost (50-year NPV)	\$40/AFY
Time to Implement	1 to 1-1/2 years

Note: All cost estimates AACE Class V (-30% to +50%).

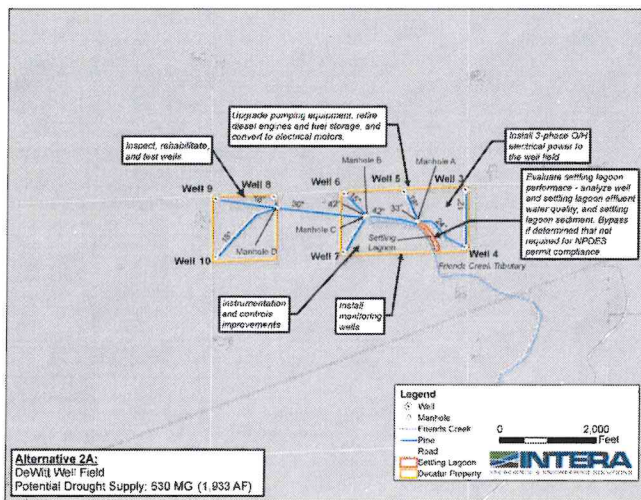


Alternative 1B

Lower Minimum Operating Pool from 604 ft to 603 ft

Potential Drought Supply	370 MG/year 1,135 AFY
Estimated Capital Cost	\$3.234 million
Net Change in Operating Costs	Net increase \$30,700/year
Unit Life Cycle Cost (50-year NPV)	\$3,592/AFY
Time to Implement	2 to 3 years

Note: All cost estimates AACE Class V (-30% to +50%).

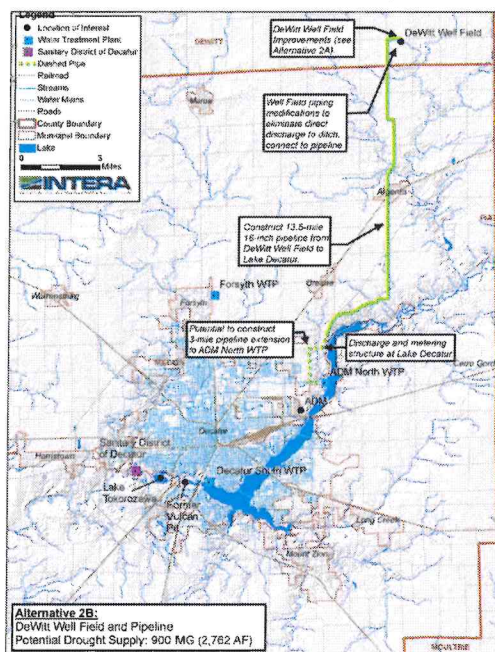


Alternative 2A

DeWitt Well Field Improvements

Potential Drought Supply	630 MG/year 1,933 AFY
Estimated Capital Cost	\$5.384 million
Net Change in Operating Costs	Net decrease (\$47,700/year)
Unit Life Cycle Cost (50-year NPV)	\$2,410/AFY
Time to Implement	2 to 3 years

Note: All cost estimates AACE Class V (-30% to +50%).

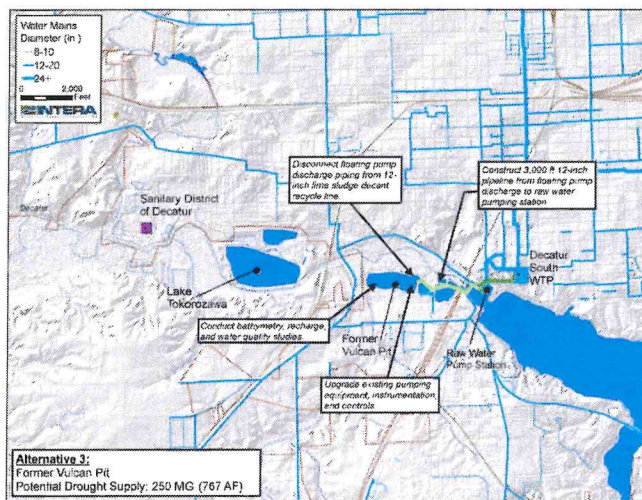


Alternative 2B

DeWitt Well Field Improvements with Pipeline to Lake Decatur

Potential Drought Supply	900 MG/year 2,762 AFY
Estimated Capital Cost	\$28.494 million
Net Change in Operating Costs	Net increase \$41,700/year
Unit Life Cycle Cost (50-year NPV)	\$9,520/AFY
Time to Implement	3 to 4 years

Note: All cost estimates AACE Class V (-30% to +50%).

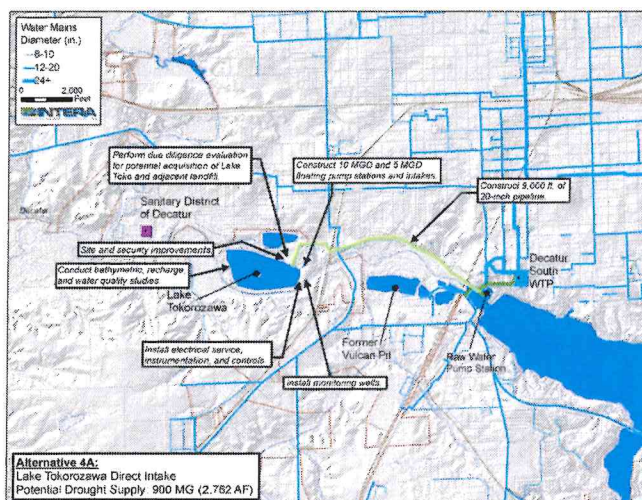


Alternative 3

Former Vulcan Pit Improvements

Potential Drought Supply	250 MG/year 767 AFY
Estimated Capital Cost	\$1.315 million
Net Change in Operating Costs	Net decrease (\$39,800/year)
Unit Life Cycle Cost (50-year NPV)	\$637/AFY
Time to Implement	1 to 1-1/2 years

Note: All cost estimates AACE Class V (-30% to +50%).

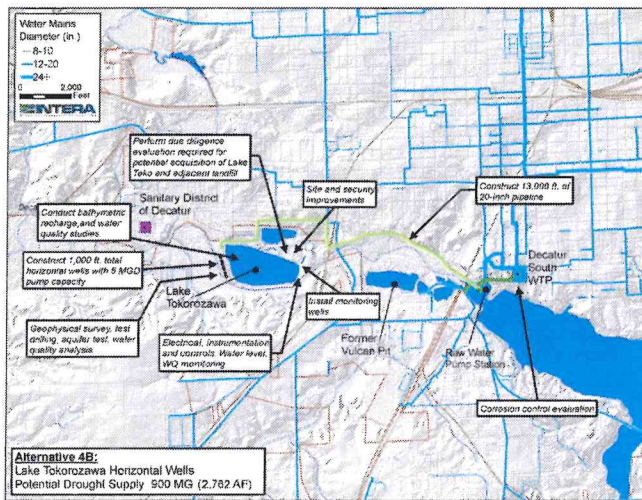


Alternative 4A

Lake Tokorozawa Direct Intake

Potential Drought Supply	900 MG/year 2,762 AFY
Estimated Capital Cost	\$7.881 million
Net Change in Operating Costs	Net decrease (\$60,100/year)
Unit Life Cycle Cost (50-year NPV)	\$2,152/AFY
Time to Implement	4 to 5 years

Note: All cost estimates AACE Class V (-30% to +50%).

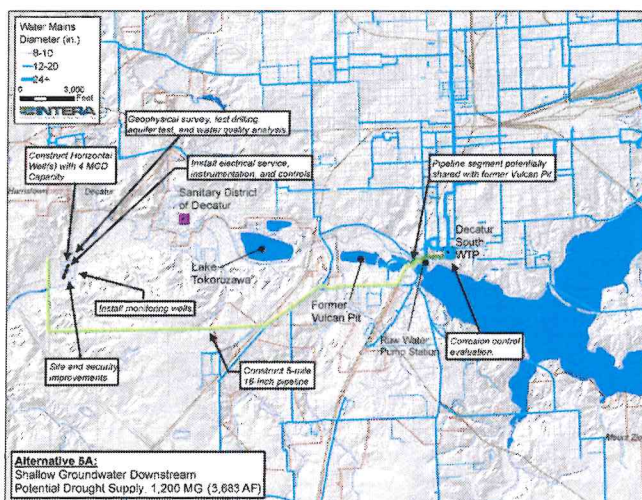


Alternative 4B

Lake Tokorozawa Horizontal Wells

Potential Drought Supply	900 MG/year 2,762 AFY
Estimated Capital Cost	\$12.753 million
Net Change in Operating Costs	Net decrease (\$54,200/year)
Unit Life Cycle Cost (50-year NPV)	\$3,738/AFY
Time to Implement	4-5 years

Note: All cost estimates AACE Class V (-30% to +50%).

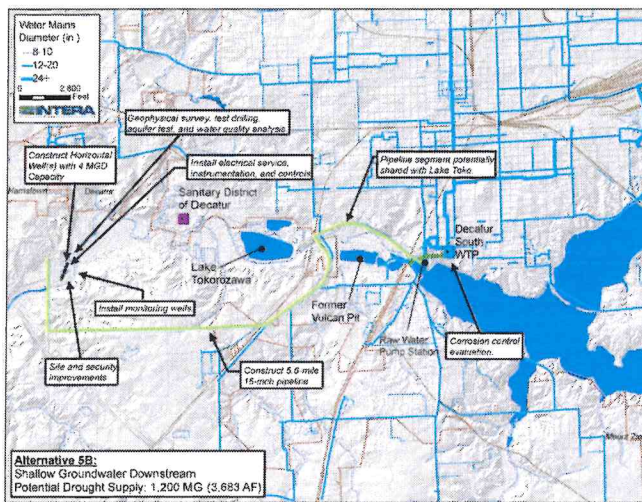


Alternative 5A

Radial Collector Wells Downstream, Pipeline Route A

Potential Drought Supply	1,200 MG/year 3,683 AFY
Estimated Capital Cost	\$20.272 million
Net Change in Operating Costs	Net increase \$83,700/year
Unit Life Cycle Cost (50-year NPV)	\$5,315/AFY
Time to Implement	3 to 4 years

Note: All cost estimates AACE Class V (-30% to +50%).

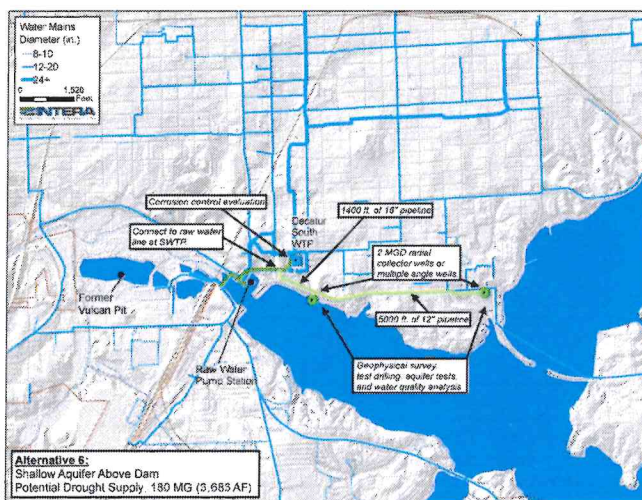


Alternative 5B

Radial Collector Wells Downstream, Pipeline Route B

Potential Drought Supply	1,200 MG/year 3,683 AFY
Estimated Capital Cost	\$21.649 million
Net Change in Operating Costs	Net increase \$92,500/year
Unit Life Cycle Cost (50-year NPV)	\$5,685/AFY
Time to Implement	3 to 4 years

Note: All cost estimates AACE Class V (-30% to +50%).



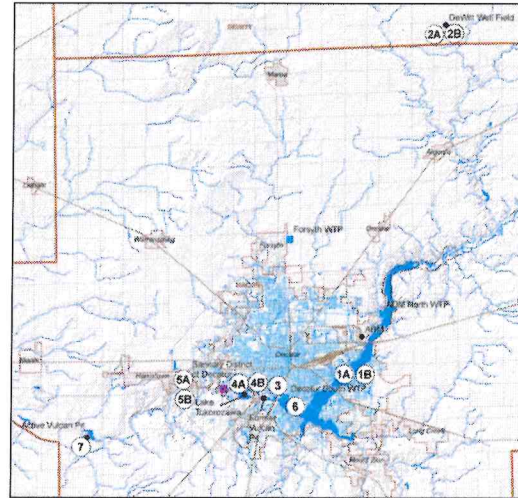
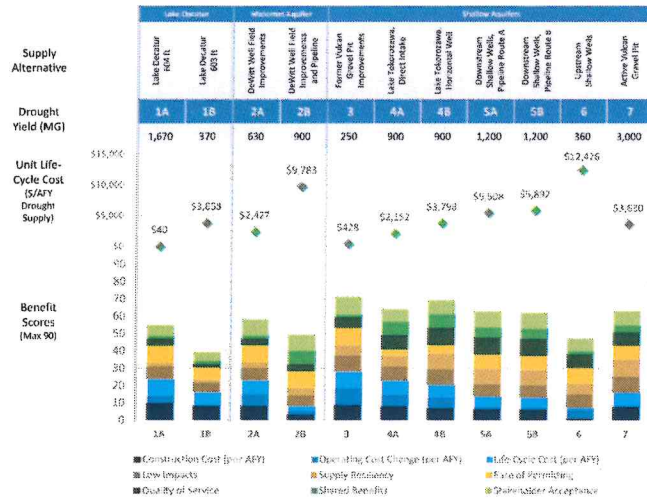
Alternative 6

Radial Collector Wells Above Dam

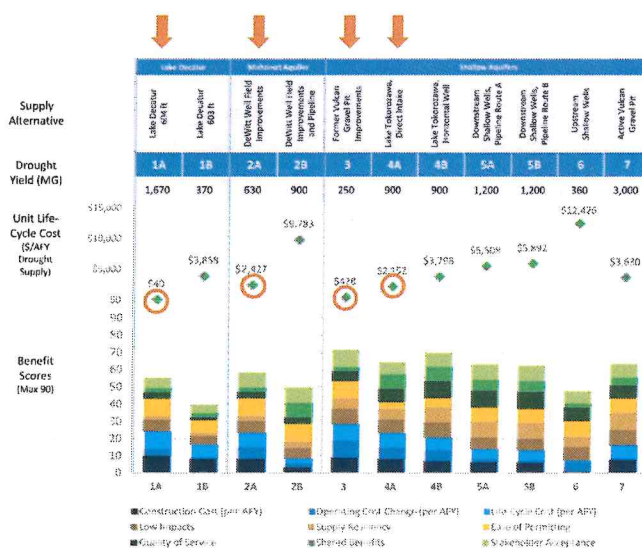
Potential Drought Supply	360 MG/year 1,105 AFY
Estimated Capital Cost	\$15.067 million
Net Change in Operating Costs	Net decrease (\$11,000/year)
Unit Life Cycle Cost (50-year NPV)	\$12,133/AFY
Time to Implement	2 to 3 years

Note: All cost estimates AACE Class V (-30% to +50%).

Ranking of Supply Alternatives



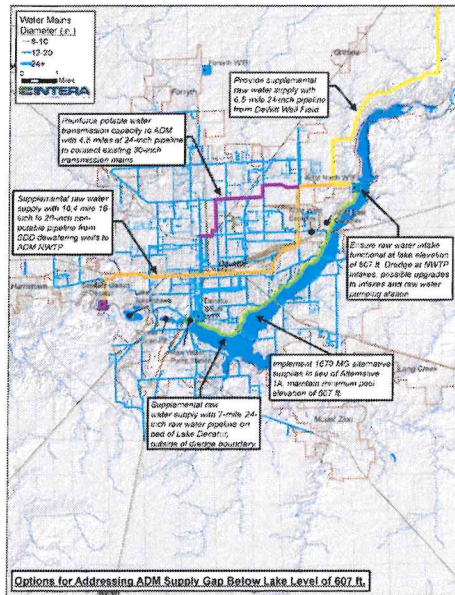
Recommended Supply Portfolio



Least-cost supply portfolio that addresses combined supply gap under 2050 drought conditions with growth

Supply Alternative	Capital Cost (\$ millions)
1A Lake Decatur, 604 ft Minimum Operating Pool	\$ 0.205
2A DeWitt Well Field Improvements	\$ 5.364
3 Former Vulcan Pit Improvements	\$ 1.315
4A Lake Tokorozawa Direct Intake	\$ 7.881
Total	\$ 14.765

ADM Supply Portfolio Options

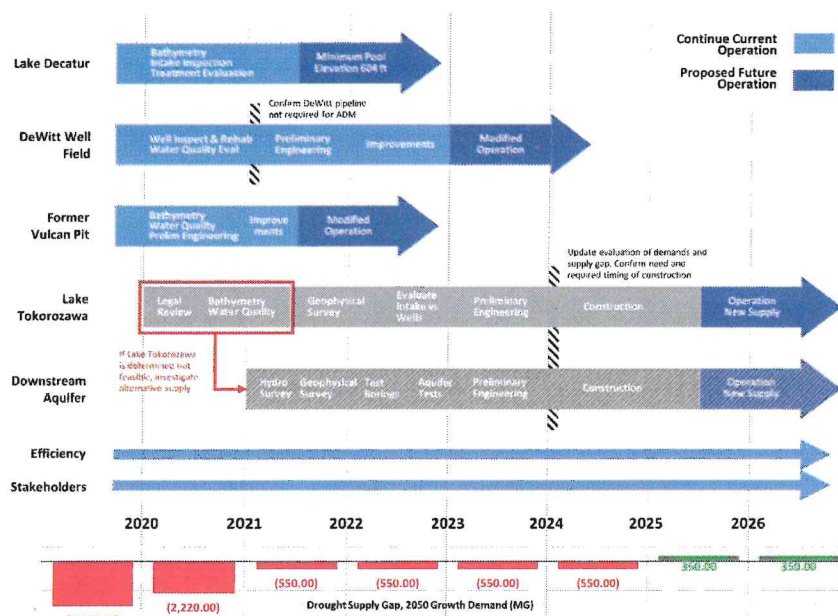


Possible supply portfolios that address combined supply gap under 2050 drought conditions with growth, and ADM supply gap below minimum operating pool of 607 ft

Decatur & ADM Alternative Supply Portfolios	Capital Cost (\$ millions)
1A) Lake Decatur 604 ft, 2B) DeWitt Well Field Improvements with pipeline to NWTP, 3) Former Vulcan Pit Improvements, possible 4A) Lake Toko Direct Intake (represented in cost range)	\$ 39.8 - 47.7
1A) Lake Decatur 604 ft, 2A) DeWitt Well Field Improvements, 3) Former Vulcan Pit Improvements, Non-Potable (dewatering) supply from SDD (if feasible), possible 4A) Lake Toko Direct Intake (represented in cost range)	\$ 23.0 - 30.9
1A) Lake Decatur 604 ft, 2A) DeWitt Well Field Improvements, 3) Former Vulcan Pit Improvements, 4A) Lake Toko Direct Intake, Raw Water Transmission to ADM (if feasible)	\$ 73.0
1A) Lake Decatur 604 ft, 2A) DeWitt Well Field Improvements, 3) Former Vulcan Pit Improvements, 4A) Lake Toko Direct Intake, Treated Water Transmission Reinforcements to ADM (if feasible)	\$ 32.4
Maintain Lake Decatur above 607 ft, DeWitt Well Field as-is, 3) Former Vulcan Pit Improvements, 7) Active Vulcan Pit Direct Intake	\$ 34.0
Reference recommended supply portfolio 1A, 2A, 3, and 4A. Risk of NWTP supply interruption at low lake levels.	\$ 14.8

Note: concepts for ADM supply options are very preliminary, and require additional evaluation to determine feasibility. All cost estimates AACE Class V (-30% to +50%).

Implementation Plan



- Assumes development of recommended supply portfolio
- ADM NWTP requires alternative supply when minimum pool is less than 607 ft
- Alternative supply portfolio may be recommended based on discussions with ADM

ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT

No. 2026-42

June 15, 2026

TO: Mayor Julie Moore Wolfe and City Council Members

FROM: Melissa Hon, City Manager
Lacie Elzy, Economic & Community Development Director

SUBJECT: Resolution Amending Intergovernmental Agreement – City of Decatur, County of Macon, the Village of Mt. Zion, the Village of Forsyth and the Village of Long Creek – Decatur Macon County Enterprise Zone

RECOMMENDATION: It is recommended that the proposed Enterprise Zone revision be approved.

BACKGROUND: By joint intergovernmental agreement with four other local governments, the Decatur-Macon County Enterprise Zone is administered by the Economic Development Corporation of Decatur-Macon County (EDC). The administration of an Illinois enterprise zone is a uniquely governmental function, which Decatur and its four partners have formally delegated to the EDC. Under this legal framework, revisions to the enterprise zone boundary, and changes to the rules governing enterprise zone benefits, must be approved by all five of the local governments who are parties to the joint agreement delegating EZ administration.

The periodic boundary revisions recommended by the EDC do not “take” enterprise zone benefits away from one part of the city or county and place them somewhere else. Instead, the periodic boundary revisions brought to each local government every year or two reflect requests from private property owners, or the local governments themselves, concerning new or anticipated projects that would benefit from being in the enterprise zone, and which were not anticipated by the existing or prior boundary.

PRIOR ACTION: The most recent amendment to the Decatur-Macon County Enterprise Zone was approved on April 20th, 2026.

STAFF REFERENCE: Should the City Council have any questions, they may contact, Lacie Elzy at 542-3559 or lelzy@decaturil.gov

ORDINANCE NO. _____

**ORDINANCE ADDING TERRITORY TO ENTERPRISE ZONE AND APPROVING
THE AMENDMENT OF THE ENACTING ORDINANCE AND
INTERGOVERNMENTAL AGREEMENT FOR FUYAO DEVELOPMENT**

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

Section 1: That Resolution 2014-139 and the Decatur Macon County Enterprise Zone Intergovernmental Agreement, passed on the 1st day of December 2014 be, and the same is hereby amended at Exhibit A and Exhibit B thereof by adding to the end of said Exhibit the following:

Amendment 13

Addendum A

12-17-05-100-017

Parcel 1: The East half (E 1/2) of Lots One (1) and Two (2) of the Northwest Quarter (NW 1/4) of Section 5, Township 15 North, Range 3 East of the 3rd P.M., lying South of the Illinois Central Railroad Right-of-Way. Situated in the County of Macon, in the State of Illinois.

Parcel 2: The West half (W 1/2) of Lots One (1) and Two (2) of the Northwest Quarter (NW 1/4) of Section 5, Township Fifteen (15) North, Range Three (3) East of the Third Principal Meridian. Situated in the County of Macon, in the State of Illinois.

Parcel 5: All of Government Lot One (1) of the Northeast Quarter of Section Five (5), Township Fifteen (15) North, Range Three (3) East of the Third P.M., lying North of State Highway 30 known as the Elwin-Mt. Zion Blacktop and West of Baltimore Avenue, located in Macon County, Illinois.

12-17-06-227-005

Parcel 6: The East Half (1/2) of Lot One (1) of the Northeast Quarter (1/4) of Section 6, Township 15 North, Range 3 East of the 3rd Principal Meridian, except therefrom one-half acre described as follows, to wit: beginning 16.25 Chains North of the Quarter section corner between Sections 5 and 6 in Township 15 North, Range 3 East of the 3rd P.M, thence running West 2 Chains, thence North 2.50 Chains, to the present traveled road. Thence East 2.00 Chains, thence South 2.50 Chains, to the place of beginning. Also commencing 8.78 Chains West of the Southeast Corner of Lot Two (2) of the Northeast Quarter (1/4) of Section 6, Township 15 North, Range 3 East of the 3rd P.M., thence North 2.02 Chains to the center of the public highway, thence Northwesterly along the center of the public highway to the West Line of the East Half (1/2) of said Lot 2, thence South 5.59 Chains to the South Line of said Lot 2, thence East 10.98 Chains to the place of beginning. Also, the East 2 Chains of the North 2 1/2 Chains of the South 18 3/4 Chains of the Northeast Quarter (1/4) of Section 6, Township 15 North, Range 3 East of the 3rd P.M. Situated in Macon County, Illinois.

Parcel 7: Beginning at the Northeast corner of Government Lot Two (2) of the Northeast Quarter (1/4) of Section 6, Township 15 North, Range 3 East of the 3rd P.M.; thence South along the East Line of said Government Lot 2, having an assumed bearing of South 0°51'00" East, 1325.50 feet to the Southeast corner of said Government Lot 2; thence South 88°41'06" West along the South Line of said Government Lot 2, 570.78 Feet; thence North 1°01'15" West, 133.93 feet; thence North 73°20'52" West, 381.50 feet; thence North 0°51'0" West, parallel with the East Line of said Government Lot 2, 2089.40 feet to the South right-of-way line of Illinois Central Railroad; thence South 69°12'44" East, along the South right-of-way Line of Government Lot 3 of the Northeast Quarter (1/4) of Section 6, Township 15 North, Range 3 East of the 3rd P.M.; thence South 0°50'42" East, along the East Line of said Government Lot 3, 637.00 feet to the point of beginning, situated in the County of Macon, in the State of Illinois.

12-17-05-100-010

Parcel 8: All that part of the West half (W. 1/2) of Government Lot Three (3) of the fractional Northwest Quarter of Section Five (5), Township Fifteen (15) North, Range Three (3) East of the Third Principal Meridian, lying South of the Canadian National Railroad (Formerly the Illinois Central Railroad), Situated in the County of Macon, the State of Illinois. Said tract being more particularly described as follows: beginning at an existing railroad spike marking the Southwest corner of said Government Lot 3; thence N. 1°08'56"W.-768.61 Feet (768.69 Feet Record) along the West Line of said Government Lot 3 to an existing iron pin on the South right of way line of the Canadian National Railroad (formerly the Illinois Central Railroad); thence S.69°30'37"E.-1534.08 feet along said South right of way line to a point on the East line of the West 1/2 of said Government Lot 3; thence S.0°40'23"E.-152.56 feet (152.41 feet record) along said East Line to an existing galvanized bolt marking the Southeast corner of the West 1/2 of said Government Lot 3; thence S.86°49'36"W.-1425.60 feet (1425.63 feet record) along the South Line of said Government Lot 3 to the point of beginning.

PRESENTED, PASSED, APPROVED AND RECORDED this _____ day of _____ 2026.

Julie Moore Wolfe, Mayor

ATTEST:

Kim Althoff, City Clerk

ADDENDUM A

Fuyao Development

12-17-05-100-017

Parcel 1: The East half (E 1/2) of Lots One (1) and Two (2) of the Northwest Quarter (NW 1/4) of Section 5, Township 15 North, Range 3 East of the 3rd P.M., lying South of the Illinois Central Railroad Right-of-Way. Situated in the County of Macon, in the State of Illinois.

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Parcel 5: All of Government Lot One (1) of the Northeast Quarter of Section Five (5), Township Fifteen (15) North, Range Three (3) East of the Third P.M., lying North of State Highway 30 known as the Elwin-Mt. Zion Blacktop and West of Baltimore Avenue, located in Macon County, Illinois.

12-17-06-227-005

Parcel 6: The East Half (1/2) of Lot One (1) of the Northeast Quarter (1/4) of Section 6, Township 15 North, Range 3 East of the 3rd Principal Meridian, except therefrom one-half acre described as follows, to wit: beginning 16.25 Chains North of the Quarter section corner between Sections 5 and 6 in Township 15 North, Range 3 East of the 3rd P.M, thence running West 2 Chains, thence North 2.50 Chains, to the present traveled road. Thence East 2.00 Chains, thence South 2.50 Chains, to the place of beginning. Also commencing 8.78 Chains West of the Southeast Corner of Lot Two (2) of the Northeast Quarter (1/4) of Section 6, Township 15 North, Range 3 East of the 3rd P.M., thence North 2.02 Chains to the center of the public highway, thence Northwesterly along the center of the public highway to the West Line of the East Half (1/2) of said Lot 2, thence South 5.59 Chains to the South Line of said Lot 2, thence East 10.98 Chains to the place of beginning. Also, the East 2 Chains of the North 2 1/2 Chains of the South 18 3/4 Chains of the Northeast Quarter (1/4) of Section 6, Township 15 North, Range 3 East of the 3rd P.M. Situated in Macon County, Illinois.

Parcel 7: Beginning at the Northeast corner of Government Lot Two (2) of the Northeast Quarter (1/4) of Section 6, Township 15 North, Range 3 East of the 3rd P.M.; thence South along the East Line of said Government Lot 2, having an assumed bearing of South 0°51'00" East, 1325.50 feet to the Southeast corner of said Government Lot 2; thence South 88°41'06" West along the South Line of said Government Lot 2, 570.78 Feet; thence North 1°01'15" West, 133.93 feet; thence North 73°20'52" West, 381.50 feet; thence North 0°51'0" West, parallel with the East Line of said Government Lot 2, 2089.40 feet to the South right-of-way line of Illinois Central Railroad; thence South 69°12'44" East, along the South right-of-way Line of Government Lot 3 of the Northeast Quarter (1/4) of Section 6, Township 15 North, Range 3 East of the 3rd P.M.; thence South 0°50'42" East, along the East Line of said Government Lot 3, 637.00 feet to the point of beginning, situated in the County of Macon, in the State of Illinois.

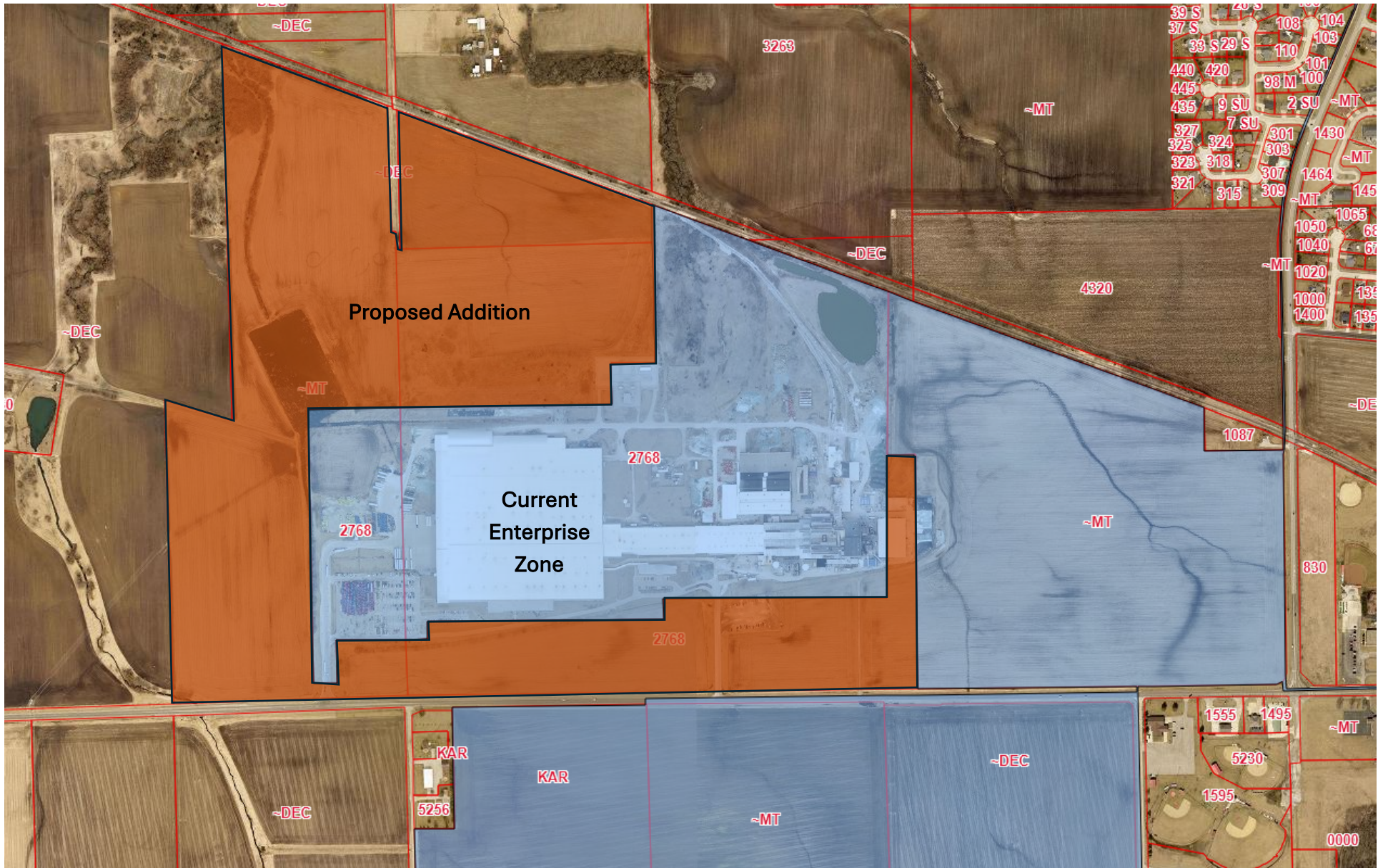
12-17-05-100-010

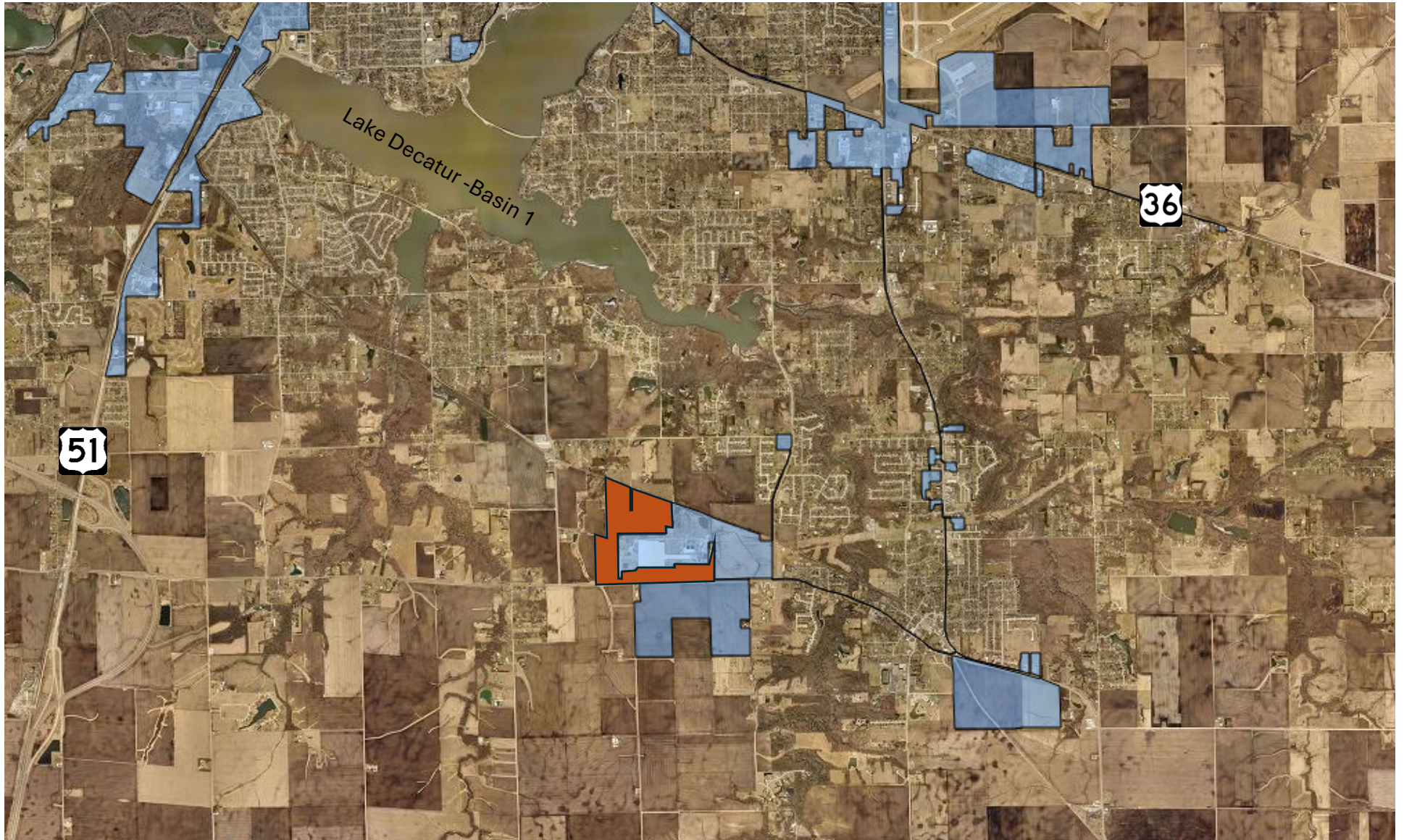
Parcel 8: All that part of the West half (W. 1/2) of Government Lot Three (3) of the fractional Northwest Quarter of Section Five (5), Township Fifteen (15) North, Range Three (3) East of the Third Principal

Meridian, lying South of the Canadian National Railroad (Formerly the Illinois Central Railroad), Situated in the County of Macon, the State of Illinois. Said tract being more particularly described as follows: beginning at an existing railroad spike marking the Southwest corner of said Government Lot 3; thence N. $1^{\circ}08'56''$ W.-768.61 Feet (768.69 Feet Record) along the West Line of said Government Lot 3 to an existing iron pin on the South right of way line of the Canadian National Railroad (formerly the Illinois Central Railroad); thence S. $69^{\circ}30'37''$ E.-1534.08 feet along said South right of way line to a point on the East line of the West 1/2 of said Government Lot 3; thence S. $0^{\circ}40'23''$ E.-152.56 feet (152.41 feet record) along said East Line to an existing galvanized bolt marking the Southeast corner of the West 1/2 of said Government Lot 3; thence S. $86^{\circ}49'36''$ W.-1425.60 feet (1425.63 feet record) along the South Line of said Government Lot 3 to the point of beginning.

ADDENDUM B

PIN	Owner	Size (Acres)
12-17-05-100-017	FUYAO ASSET MANAGEMENT C LLC	61.47
12-17-06-227-005	FUYAO ASSET MANAGEMENT C LLC	72.9
12-17-05-100-010	KRUSE MILDRED M	15.07





ECONOMIC AND COMMUNITY DEVELOPMENT DEPARTMENT
No. 2026-41

June 15, 2026

TO: Honorable Mayor Julie Moore Wolfe and City Council

FROM: Melissa Hon, City Manager
Lacie Elzy, Economic and Community Development Director
Michael Snearly, Neighborhood Inspections Manager

SUBJECT: Resolutions Authorizing the Execution of Agreements with Hutchins Excavating for the demolition of 1729 N. Church, and 804 W. Wood, and with Steve's Trucking for the demolition of 277 W. Prairie, and 1705 N. Main.

SUMMARY RECOMMENDATION: Staff recommends the approval of the attached resolution authorizing the execution of agreements for demolition of said dwellings.

BACKGROUND: The properties at 1729 N. Church, 804 W. Wood, 277 W. Prairie, and 1705 N. Main were put out for bid along with nine (9) other structures. These four structures crossed the threshold requiring council approval for demolition.

POTENTIAL OBJECTIONS: No known objections to this resolution.

INPUT FROM OTHER SOURCES: Michael Snearly, Neighborhood Inspections Manager.

BUDGET/TIME IMPLICATIONS: None

STAFF REFERENCE: Any additional questions may be forwarded to Michael Snearly at 217-450-2347 or msnearly@decaturil.gov.

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH
HUTCHINS EXCAVATING FOR THE DEMOLITION OF 1729 N. CHURCH ST.**

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

Section 1. That the tabulation of bids received for the demolition of the vacant building at 1729 N. Church St., Decatur, Illinois and presented to the City Council herewith as Exhibit A, be received and placed on file.

Section 2. That the bid of Hutchins Excavating in the amount of \$25,800.00 for 1729 N. Church St. be hereby accepted, and a purchase order awarded accordingly.

Section 3. That the Purchasing Supervisor be, and is hereby, authorized and directed to execute a purchase order between the City of Decatur, Illinois and Hutchins Excavating for their total bid price of \$25,800.00.

PRESENTED and ADOPTED this 15th day of June 2026.

Julie Moore Wolfe, Mayor

ATTEST:

Kim Althoff, City Clerk

Project Name: Demolition of Properties- 1729 N Church		Steve's Trucking Decatur, IL
Date: 5/21/2026		Hutchins Excavating Decatur, IL
Time: 9:00 a.m.		
	Description	
	Demolition	\$25,800.00
	Plumbing	\$34,265.00

TOTAL

\$25,800.00 \$34,265.00

No Bid:
 Lourash & Mahannah Excavating
 S. Shafer Excavating Inc.

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH
HUTCHINS EXCAVATING FOR THE DEMOLITION OF 804 W. WOOD ST.**

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

Section 1. That the tabulation of bids received for the demolition of the vacant building at 804 W. Wood St., Decatur, Illinois and presented to the City Council herewith as Exhibit A, be received and placed on file.

Section 2. That the bid of Hutchins Excavating in the amount of \$47,000.00 for 804 W. Wood St. be hereby accepted, and a purchase order awarded accordingly.

Section 3. That the Purchasing Supervisor be, and is hereby, authorized and directed to execute a purchase order between the City of Decatur, Illinois and Hutchins Excavating for their total bid price of \$47,000.00.

PRESENTED and ADOPTED this 15th day of June 2026.

Julie Moore Wolfe, Mayor

ATTEST:

Kim Althoff, City Clerk

Project Name: Demolition of Properties- 804 W Wood St		Steve's Trucking Decatur, IL
Date: 5/21/2026		Hutchins Excavating Decatur, IL
Time: 9:00 a.m.		
	Description	
	Demolition	\$47,000.00
	Plumbing	
		\$48,333.00

TOTAL \$47,000.00 \$48,333.00

No Bid:
 Lourash & Mahannah Excavating
 S. Shafer Excavating Inc.

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH
STEVE'S TRUCKING FOR THE DEMOLITION OF 277 W. PRAIRIE ST.**

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

Section 1. That the tabulation of bids received for the demolition of the vacant building at 277 W. Prairie St., Decatur, Illinois and presented to the City Council herewith as Exhibit A, be received and placed on file.

Section 2. That the bid of Steve's Trucking in the amount of \$24,660.00 for 277 W. Prairie St. be hereby accepted, and a purchase order awarded accordingly.

Section 3. That the Purchasing Supervisor be, and is hereby, authorized and directed to execute a purchase order between the City of Decatur, Illinois and Steve's Trucking for their total bid price of \$24,660.00.

PRESENTED and ADOPTED this 15th day of June 2026.

Julie Moore Wolfe, Mayor

ATTEST:

Kim Althoff, City Clerk

Project Name: Demolition of Properties- 277 W Prairie St.		Hutchins Excavating Decatur, IL
Date: 5/21/2026		
Time: 9:00 a.m.		
	Description	
	Demolition	\$24,660.00
	Plumbing	\$58,500.00

TOTAL \$24,660.00 \$58,500.00

No Bid:
 Lourash & Mahannah Excavating
 S. Shafer Excavating Inc.

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH
STEVE’S TRUCKING FOR THE DEMOLITION OF 1705 N. MAIN ST.**

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

Section 1. That the tabulation of bids received for the demolition of the vacant building at 1705 N. Main St., Decatur, Illinois and presented to the City Council herewith as Exhibit A, be received and placed on file.

Section 2. That the bid of Steve’s Trucking in the amount of \$27,245.00 for 1705 N. Main St. be hereby accepted, and a purchase order awarded accordingly.

Section 3. That the Purchasing Supervisor be, and is hereby, authorized and directed to execute a purchase order between the City of Decatur, Illinois and Steve’s Trucking for their total bid price of \$27,245.00.

PRESENTED and ADOPTED this 15th day of June 2026.

Julie Moore Wolfe, Mayor

ATTEST:

Kim Althoff, City Clerk

25025

Project Name: Demolition of Properties- 1705 N Main		Hutchins Excavating Decatur, IL
Date: 5/21/2026		
Time: 9:00 a.m.		
	Description	
	Demolition	\$27,245.00
	Plumbing	\$45,000.00

TOTAL \$27,245.00 \$45,000.00

No Bid:
 Lourash & Mahannah Excavating
 S. Shafer Excavating Inc.

Council Memo
Fire Department
2026-12

DATE: June 15, 2026

TO: Honorable Mayor Julie Moore Wolfe and City Council Members

FROM: Melissa Hon, City Manager
Neil Elder, Fire Chief

RE: Resolution Approving a Grant Agreement Between the Office of the Illinois State Fire Marshal and the City of Decatur for the Acceptance of Small Equipment Grant Funds

SUMMARY RECOMMENDATION:

City Administration recommends City Council approval of the attached resolution authorizing the acceptance of grant funds in the amount of \$24,850 from the Office of the Illinois State Fire Marshal Small Equipment Grant Program.

BACKGROUND:

The Office of the Illinois State Fire Marshal has awarded grant funding in the amount of \$24,850 to support public safety initiatives for the Decatur Fire Department. The funds will be utilized for the purchase of six Scott RIT-Pak FA 4500 units with masks and six search rope bags with 220 feet of rope.

Acceptance of these grant funds will allow the Decatur Fire Department to continue enhancing firefighter safety, rapid intervention capabilities, and emergency response operations without placing additional burden on local taxpayers.

The attached resolution authorizes the City Manager or designee to execute the Grant Agreement between the Office of the Illinois State Fire Marshal and the City of Decatur for the acceptance of the awarded funds.

POTENTIAL OBJECTION: None

STAFF REFERENCE: Neil Elder, Fire Chief, 424-2811, Toby Jackson, Assistant Fire Chief, 424-2811. Chief Elder will attend the council meeting to answer any questions the Council may have regarding this purchase.

BUDGET/TIME IMPLICATIONS: The grant agreement provides funding in the amount of \$24,850 to the City of Decatur through the Office of the Illinois State Fire Marshal Small Equipment Grant Program. Funds will be utilized for the purchase of rapid intervention team equipment and search rope bags.

RESOLUTION NO. R2026-_____

**RESOLUTION APPROVING A GRANT AGREEMENT BETWEEN THE OFFICE OF
THE ILLINOIS STATE FIRE MARSHALL AND THE CITY OF DECATUR FOR THE
ACCEPTANCE OF FUNDS AWARDED BY THE STATE OF ILLINOIS TO THE
DECATUR FIRE DEPARTMENT**

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

Section 1. That the Grant Agreement between the Office of the Illinois State Fire Marshall and the City of Decatur, attached as Exhibit A for \$24,850.00, as presented to the City Council herewith is hereby received, placed on file, and approved.

Section 2. That the City Manager, or their designee be, and is hereby, authorized and directed to execute said Grant Agreement on behalf of the City of Decatur.

PRESENTED, PASSED, APPROVED and RECORDED this 15th day of June 2026.

JULIE MOORE WOLFE, MAYOR

ATTEST:

KIM ALTHOFF, CITY CLERK



OFFICE OF THE ILLINOIS STATE FIRE MARSHAL

JB Pritzker, Governor
Michele L. Pankow, State Fire Marshal

EXHIBIT A

May 22, 2026

City of Decatur
1415 N. Water St.
Decatur, IL 62526

Dear Chief,

Congratulations! I would like to take this opportunity to thank you for your participation in the Small Equipment Grant Program. Your department has been selected as a recipient of a grant from the Office of the Illinois State Fire Marshal (OSFM) in the amount of **\$24,850.00**. This grant money is awarded for the purchase of:

(6) Scott RIT-Pak FA, 4500 w/ mask, (6) Search Rope Bag w/ 220ft rope

Please note that the items listed above are the only items that are approved for purchase. Any other items you may have requested on your application are not approved.

Please be aware that disbursement of these funds could take up to 90 days. Shortly you will receive a Grant Agreement to sign via DocuSign. **Please provide a contact name and e-mail address to Roger.D.Branson@illinois.gov so that we may send the Agreement for signature.** You must do this as soon as possible to avoid delays in receiving your grant. Failure to provide the necessary contact information or to timely sign the Agreement in DocuSign could result in forfeiture of the grant.

The attached Expenditure Report along with all purchase receipts for requested items must be submitted to our office no later than nine months from receipt of the grant to: Illinois State Fire Marshal, 1035 Stevenson Drive, Springfield, IL 62703. Do not submit quotes, estimates, or purchase authorizations, but actual receipts and a copy of your cancelled check. Unused funds are to be returned to (OSFM) within 45 days.

Please contact Roger Branson at 217-785-4717 or Roger.D.Branson@Illinois.gov if you have any questions.

Again, thank you for your interest and participation in the program.

Sincerely,

A handwritten signature in black ink, appearing to read "Michele L. Pankow".

Michele L. Pankow
Illinois State Fire Marshal



**GRANT AGREEMENT
BETWEEN
THE STATE OF ILLINOIS, OFFICE OF THE STATE FIRE MARSHAL
AND**

City of Decatur

The parties to this Grant Agreement (Agreement) are the State of Illinois (State), acting through the undersigned agency (Grantor) and City of Decatur (Grantee) (collectively, the "Parties" and individually, a "Party"). The Agreement, consisting of the signature page, the parts listed below, and any additional exhibits or attachments referenced in this Agreement, constitute the entire agreement between the Parties. No promises, terms, or conditions not recited, incorporated or referenced herein, including prior agreements or oral discussions, are binding upon either Grantee or Grantor.

PART ONE – The Uniform Terms

Article I	Definitions
Article II	Award Information
Article III	Grantee Certifications and Representations
Article IV	Payment Requirements
Article V	Scope of Award Activities/Purpose of Award
Article VI	Budget
Article VII	Allowable Costs
Article VIII	Lobbying
Article IX	Maintenance and Accessibility of Records; Monitoring
Article X	Financial Reporting Requirements
Article XI	Audit Requirements
Article XII	Termination; Suspension; Non-compliance
Article XIII	Subcontracts/Subawards
Article XIV	Notice of Change
Article XV	Structural Reorganization and Reconstitution of Board Membership
Article XVI	Conflict of Interest
Article XVII	Equipment or Property
Article XVIII	Promotional Materials; Prior Notification
Article XIX	Insurance
Article XX	Lawsuits and Indemnification
Article XXI	Miscellaneous
Exhibit A	Project Description
Exhibit B	Deliverables or Milestones
Exhibit C	Contact Information
Exhibit D	Performance Measures and Standards
Exhibit E	Specific Conditions

PART TWO – Grantor-Specific Terms

PART THREE – Project-Specific Terms

The Parties or their duly authorized representatives hereby execute this Agreement.

OFFICE OF THE STATE FIRE MARSHAL

By: _____

Michele L Pankow/Ronny Wickenhauser

State Fire Marshal/CFO

Date: _____

City of Decatur

By: _____

Signature of Authorized Representative

Date: _____

Printed Name: _____

Printed Title: _____

E-mail: _____

PART ONE – THE UNIFORM TERMS

ARTICLE I DEFINITIONS

1.1. Definitions. Capitalized words and phrases used in this Agreement have the meanings stated in 2 CFR 200.1 unless otherwise stated below.

“Allowable Costs” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Award” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Budget” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Catalog of State Financial Assistance” or “CSFA” has the same meaning as in 44 Ill. Admin. Code 7000.30.

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

“Conflict of Interest” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Cooperative Research and Development Agreement” has the same meaning as in 15 USC 3710a.

“Direct Costs” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Financial Assistance” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“GATU” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Grant Agreement” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Grantee Compliance Enforcement System” has the same meaning as in 44 Ill. Admin. Code 7000.30.

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

“Grantee Portal” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Indirect Costs” has the same meaning as in 44 Ill. Admin. Code 7000.30.

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

“Indirect Cost Rate Proposal” has the same meaning as in 44 Ill. Admin. Code 7000.30.

“Obligations” has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Period of Performance" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Prior Approval" has the same meaning as in 44 Ill. Admin. Code 7000.30.

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

"Program" means the services to be provided pursuant to this Agreement. "Program" is used interchangeably with "Project."

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

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

"SAM" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"State-issued Award" means the assistance that a grantee receives directly from a State agency. The funding source of the State-issued Award can be federal pass-through, State or a combination thereof. "State-issued Award" does not include the following:

- contracts issued pursuant to the Illinois Procurement Code that a State agency uses to buy goods or services from a contractor or a contract to operate State government-owned, contractor-operated facilities;
- agreements that meet the definition of "contract" under 2 CFR 200.1 and 2 CFR 200.331, which a State agency uses to procure goods or services but are exempt from the Illinois Procurement Code due to an exemption listed under 30 ILCS 500/1-10, or pursuant to a disaster proclamation, executive order, or any other exemption permitted by law;
- amounts received for services rendered to an individual;
- Cooperative Research and Development Agreements;
- an agreement that provides only direct cash assistance to an individual;
- a subsidy;
- a loan;
- a loan guarantee; or
- insurance.

"Illinois Stop Payment List" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Unallowable Cost" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Unique Entity Identifier" or "UEI" has the same meaning as in 44 Ill. Admin. Code 7000.30.

ARTICLE II AWARD INFORMATION

2.1. Term. This Agreement is effective on July 1, 2025 and expires on June 30, 2027 (the Term), unless terminated pursuant to this Agreement.

2.2. Amount of Agreement. Grant Funds (check one) ☒ must not exceed or ☐ are estimated to be \$ 24,850.00, of which \$0 are federal funds. Grantee accepts Grantor's payment as specified in this ARTICLE.

2.3. Payment. Payment will be made as follows (see additional payment requirements in ARTICLE IV; additional payment provisions specific to this Award may be included in **PART TWO** or **PART THREE**): Payment is to be made in one lump sum upon execution of the Agreement.

2.4. Award Identification Numbers. If applicable, the Federal Award Identification Number (FAIN) is N/A, the federal awarding agency is N/A, and the Federal Award date is N/A. If applicable, the Assistance Listing Program Title is N/A and Assistance Listing Number is N/A. The Catalog of State Financial Assistance (CSFA) Number is 592-01-0504 and the CSFA Name is Small Fire-fighting and Ambulance Service Equipment Grant Program. If applicable, the State Award Identification Number (SAIN) is N/A.

ARTICLE III GRANTEE CERTIFICATIONS AND REPRESENTATIONS

3.1. Registration Certification. Grantee certifies that: (i) it is registered with SAM and HCL3MP6L8XV5 is Grantee's correct UEI; (ii) it is in good standing with the Illinois Secretary of State, if applicable; and (iii) Grantee has successfully completed the annual registration and prequalification through the Grantee Portal.

Grantee must remain current with these registrations and requirements. If Grantee's status with regard to any of these requirements changes, or the certifications made in and information provided in the uniform grant application changes, Grantee must notify Grantor in accordance with ARTICLE XV.

3.2. Tax Identification Certification. Grantee certifies that: _____ is Grantee's correct federal employer identification number (FEIN) or Social Security Number. Grantee further certifies, if applicable: (a) that Grantee is not subject to backup withholding because (i) Grantee is exempt from backup withholding, or (ii) Grantee has not been notified by the Internal Revenue Service (IRS) that Grantee is subject to backup withholding as a result of a failure to report all interest or dividends, or (iii) the IRS has notified Grantee that Grantee is no longer subject to backup withholding; and (b) Grantee is a U.S. citizen or other U.S. person. Grantee is doing business as a (check one):

- | | |
|--|---|
| ☐ Individual | ☐ Pharmacy-Non-Corporate |
| ☐ Sole Proprietorship | ☐ Pharmacy/Funeral Home/Cemetery Corp. |
| ☐ Partnership | ☐ Tax Exempt* |
| ☐ Corporation | ☐ Limited Liability Company (select |
| ☐ Medical Corporation | applicable tax classification) |
| ☐ Governmental Unit | ☐ P = partnership |
| ☐ Estate or Trust | ☐ C = corporation |

*Grantee must select "Tax Exempt" if Grantee is doing business as a corporation that is tax exempt.

If Grantee has not received a payment from the State of Illinois in the last two years, Grantee must submit a W-9

tax form with this Agreement.

3.3. **Compliance with Uniform Grant Rules.** Grantee certifies that it must adhere to the applicable Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, which are published in Title 2, Part 200 of the Code of Federal Regulations (2 CFR Part 200) and are incorporated herein by reference. 44 III. Admin. Code 7000.40(c)(1)(A). The requirements of 2 CFR Part 200 apply to the Grant Funds awarded through this Agreement, regardless of whether the original source of the funds is State or federal, unless an exception is noted in federal or State statutes or regulations. 30 ILCS 708/5(b).

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

3.5. **Specific Certifications.** Grantee is responsible for compliance with the enumerated certifications in this Paragraph to the extent that the certifications apply to Grantee.

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

(b) **Bid Rigging.** Grantee certifies that it has not been barred from contracting with a unit of State or local government as a result of a violation of Paragraph 33E-3 or 33E-4 of the Criminal Code of 2012 (720 ILCS 5/33E-3 or 720 ILCS 5/33E-4, respectively).

(c) **Debt to State.** Grantee certifies that neither it, nor its affiliate(s), is/are barred from receiving an Award because Grantee, or its affiliate(s), is/are delinquent in the payment of any debt to the State, unless Grantee, or its affiliate(s), has/have entered into a deferred payment plan to pay off the debt.

(d) **International Boycott.** Grantee certifies that neither it nor any substantially owned affiliated company is participating or will participate in an international boycott in violation of the provision of the Anti-Boycott Act of 2018, Part II of the Export Control Reform Act of 2018 (50 USC 4841 through 4843), and the anti-boycott provisions set forth in Part 760 of the federal Export Administration Regulations (15 CFR Parts 730 through 774).

(e) **Discriminatory Club Dues or Fees.** Grantee certifies that it is not prohibited from receiving an Award because it pays dues or fees on behalf of its employees or agents, or subsidizes or otherwise reimburses employees or agents for payment of their dues or fees to any club which unlawfully discriminates (775 ILCS 25/2).

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

(g) **Drug-Free Workplace.** If Grantee is not an individual, Grantee certifies it will provide a drug free workplace pursuant to the Drug Free Workplace Act. 30 ILCS 580/3. If Grantee is an individual and this Agreement is valued at more than \$5,000, Grantee certifies it will not engage in the unlawful

manufacture, distribution, dispensation, possession, or use of a controlled substance during the performance of the Agreement. 30 ILCS 580/4. Grantee further certifies that if it is a recipient of federal pass-through funds, it is in compliance with the government-wide requirements for a drug-free workplace as set forth in 41 USC 8103.

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

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

(j) **Debarment.** Grantee certifies that it is not debarred, suspended, proposed for debarment or permanent inclusion on the Illinois Stop Payment List, declared ineligible, or voluntarily excluded from participation in this Agreement by any federal department or agency (2 CFR 200.205(a)), or by the State (30 ILCS 708/25(6)(G)).

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

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

(m) **Criminal Convictions.** Grantee certifies that:

(i) Neither it nor a managerial agent of Grantee (for non-governmental grantees only, this includes any officer, director or partner of Grantee) has been convicted of a felony under the Sarbanes-Oxley Act of 2002, nor a Class 3 or Class 2 felony under Illinois Securities Law of 1953, or that at least five (5) years have passed since the date of the conviction; and

(ii) It must disclose to Grantor all violations of criminal law involving fraud, bribery or gratuity violations potentially affecting this Award. Failure to disclose may result in remedial actions as stated in the Grant Accountability and Transparency Act. 30 ILCS 708/40. Additionally, if Grantee receives over \$10 million in total federal Financial Assistance, during the period of this Award, Grantee must maintain the currency of information reported to SAM regarding civil, criminal or administrative proceedings as required by 2 CFR 200.113 and Appendix XII of 2 CFR Part 200, and 30 ILCS 708/40.

(n) **Federal Funding Accountability and Transparency Act of 2006 (FFATA).** Grantee certifies that it is in compliance with the terms and requirements of 31 USC 6101 with respect to Federal Awards greater than or equal to \$30,000. A FFATA subaward report must be filed by the end of the month following the month in which the award was made.

(o) **Illinois Works Review Panel.** For Awards made for public works projects, as defined in the Illinois Works Jobs Program Act, Grantee certifies that it and any contractor(s) or subcontractor(s) that performs work using funds from this Award, must, upon reasonable notice, appear before and respond to

requests for information from the Illinois Works Review Panel. 30 ILCS 559/20-25(d).

(p) **Anti-Discrimination.** Grantee certifies that its employees and subcontractors under subcontract made pursuant to this Agreement, must comply with all applicable provisions of State and federal laws and regulations pertaining to nondiscrimination, sexual harassment and equal employment opportunity including, but not limited to: Illinois Human Rights Act (775 ILCS 5/1-101 *et seq.*), including, without limitation, 44 Ill. Admin. Code 750- Appendix A, which is incorporated herein; Public Works Employment Discrimination Act (775 ILCS 10/1 *et seq.*); Civil Rights Act of 1964 (as amended) (42 USC 2000a - 2000h-6); Section 504 of the Rehabilitation Act of 1973 (29 USC 794); Americans with Disabilities Act of 1990 (as amended) (42 USC 12101 *et seq.*); and the Age Discrimination Act of 1975 (42 USC 6101 *et seq.*).

(q) **Internal Revenue Code and Illinois Income Tax Act.** Grantee certifies that it complies with all provisions of the federal Internal Revenue Code (26 USC 1), the Illinois Income Tax Act (35 ILCS 5), and all regulations and rules promulgated thereunder, including withholding provisions and timely deposits of employee taxes and unemployment insurance taxes.

ARTICLE IV PAYMENT REQUIREMENTS

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

4.2. **Pre-Award Costs.** Pre-award costs are not permitted unless specifically authorized by Grantor in **Exhibit A, PART TWO** or **PART THREE** of this Agreement. If they are authorized, pre-award costs must be charged to the initial Budget Period of the Award, unless otherwise specified by Grantor. 2 CFR 200.458.

4.3. **Return of Grant Funds.** Grantee must liquidate all Obligations incurred under the Award within forty-five (45) days of the end of the Period of Performance, or in the case of capital improvement Awards, within forty-five (45) days of the end of the time period the Grant Funds are available for expenditure or obligation, unless Grantor permits a longer period in **PART TWO** OR **PART THREE**. Grantee must return to Grantor within forty-five (45) days of the end of the applicable time period as set forth in this Paragraph all remaining Grant Funds that are not expended or legally obligated.

4.4. **Cash Management Improvement Act of 1990.** Unless notified otherwise in **PART TWO** or **PART THREE**, Grantee must manage federal funds received under this Agreement in accordance with the Cash Management Improvement Act of 1990 (31 USC 6501 *et seq.*) and any other applicable federal laws or regulations. 2 CFR 200.305; 44 Ill. Admin. Code 7000.120.

4.5. **Payments to Third Parties.** Grantor will have no liability to Grantee when Grantor acts in good faith to redirect all or a portion of any Grantee payment to a third party. Grantor will be deemed to have acted in good faith when it is in possession of information that indicates Grantee authorized Grantor to intercept or redirect payments to a third party or when so ordered by a court of competent jurisdiction.

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

4.7. Interest.

(a) All interest earned on Grant Funds held by a Grantee or a subrecipient will be treated in accordance with 2 CFR 200.305(b)(12), unless otherwise provided in **PART TWO** or **PART THREE**. Grantee and its subrecipients must remit annually any amount due in accordance with 2 CFR 200.305(b)(12) or to Grantor, as applicable.

(b) Grant Funds must be placed in an insured account, whenever possible, that bears interest, unless exempted under 2 CFR 200.305(b)(10), (b)(11).

ARTICLE V
SCOPE OF AWARD ACTIVITIES/PURPOSE OF AWARD

5.1. Scope of Award Activities/Purpose of Award. Grantee must perform as described in this Agreement, including as described in Exhibit A (Project Description), Exhibit B (Deliverables or Milestones), and Exhibit D (Performance Measures and Standards), as applicable. Grantee must further comply with all terms and conditions set forth in the Notice of State Award (44 Ill. Admin. Code 7000.360) which is incorporated herein by reference. All Grantor-specific provisions and programmatic reporting required under this Agreement are described in **PART TWO** (Grantor-Specific Terms). All Project-specific provisions and reporting required under this Agreement are described in **PART THREE** (Project-Specific Terms).

5.2. Scope Revisions. Grantee must obtain Prior Approval from Grantor whenever a scope revision is necessary for one or more of the reasons enumerated in 44 Ill. Admin. Code 7000.370(b)(2). All requests for scope revisions that require Grantor approval must be signed by Grantee's authorized representative and submitted to Grantor for approval. Expenditure of funds under a requested revision is prohibited and will not be reimbursed if expended before Grantor gives written approval. 2 CFR 200.308.

5.3. Specific Conditions. If applicable, specific conditions required after a risk assessment are included in Exhibit E. Grantee must adhere to the specific conditions listed therein. 44 Ill. Admin. Code 7000.340(e).

ARTICLE VI
BUDGET

6.1. Budget. The Budget submitted by Grantee at application, or a revised Budget subsequently submitted and approved by Grantor, is considered final and is incorporated herein by reference.

6.2. Budget Revisions. Grantee must obtain Prior Approval, whether mandated or discretionary, from Grantor whenever a Budget revision is necessary for one or more of the reasons enumerated in 44 Ill. Admin. Code 7000.370(b). All requests for Budget revisions that require Grantor approval must be signed by Grantee's authorized representative and submitted to Grantor for approval. Expenditure of funds under a requested revision is prohibited and will not be reimbursed if expended before Grantor gives written approval.

6.3. Notification. Within thirty (30) calendar days from the date of receipt of the request for Budget revisions, Grantor will review the request and notify Grantee whether the Budget revision has been approved, denied, or the date upon which a decision will be reached. 44 Ill. Admin. Code 7000.370(b)(7).

ARTICLE VII ALLOWABLE COSTS

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

7.2. Indirect Cost Rate Submission.

(a) All grantees, except for Local Education Agencies (as defined in 34 CFR 77.1), must make an Indirect Cost Rate election in the Grantee Portal, even grantees that do not charge or expect to charge Indirect Costs. 44 Ill. Admin. Code 7000.420(e).

(i) Waived and de minimis Indirect Cost Rate elections will remain in effect until Grantee elects a different option.

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

(i) Appendix VII to 2 CFR Part 200 governs Indirect Cost Rate Proposals for state and Local Governments and Indian Tribes,

(ii) Appendix III to 2 CFR Part 200 governs Indirect Cost Rate Proposals for public and private institutions of higher education,

(iii) Appendix IV to 2 CFR Part 200 governs Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Nonprofit Organizations, and

(iv) Appendix V to 2 CFR Part 200 governs state/Local Government-wide Central Service Cost Allocation Plans.

(c) A grantee who has a current, applicable rate negotiated by a cognizant federal agency must provide to Grantor a copy of its Indirect Cost Rate acceptance letter from the federal government and a copy of all documentation regarding the allocation methodology for costs used to negotiate that rate, e.g., without limitation, the cost policy statement or disclosure narrative statement. Grantor will accept that Indirect Cost Rate, up to any statutory, rule-based or programmatic limit.

(d) A grantee who does not have a current negotiated rate, may elect to charge a *de minimis* rate up to 15 percent of modified total direct costs, which may be used indefinitely. No

documentation is required to justify the *de minimis* Indirect Cost Rate. 2 CFR 200.414(f).

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

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

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

(a) **Accounting System**. Grantee organizations must have an accounting system that provides accurate, current, and complete disclosure of all financial transactions related to each state- and federally-funded Program. Accounting records must contain information pertaining to State and federal pass-through awards, authorizations, Obligations, unobligated balances, assets, outlays, and income. These records must be maintained on a current basis and balanced at least quarterly. Cash contributions to the Program from third parties must be accounted for in the general ledger with other Grant Funds. Third party in-kind (non-cash) contributions are not required to be recorded in the general ledger, but must be under accounting control, possibly through the use of a memorandum ledger. To comply with 2 CFR 200.305(b)(9) and 30 ILCS 708/97, Grantee must use reasonable efforts to ensure that funding streams are delineated within Grantee's accounting system. 2 CFR 200.302.

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

(i) The documentation standards for salary charges to Grants are prescribed by 2 CFR 200.430, and in the cost principles applicable to the Grantee's organization.

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

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

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

(c) **Internal Control**. Grantee must maintain effective control and accountability for all cash, real and personal property, and other assets. Grantee must adequately safeguard all such property and must provide assurance that it is used solely for authorized purposes. Grantee must also have systems in

place that provide reasonable assurance that the information is accurate, allowable, and compliant with the terms and conditions of this Agreement. 2 CFR 200.303.

(d) **Budget Control.** Grantee must maintain records of expenditures for each Award by the cost categories of the approved Budget (including Indirect Costs that are charged to the Award), and actual expenditures are to be compared with budgeted amounts at least quarterly.

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

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

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

ARTICLE VIII LOBBYING

8.1. **Improper Influence.** Grantee certifies that it will not use and has not used Grant Funds to influence or attempt to influence an officer or employee of any government agency or a member or employee of the State or federal legislature in connection with the awarding of any agreement, the making of any grant, the making of any loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment or modification of any agreement, grant, loan or cooperative agreement. Additionally, Grantee certifies that it has filed the required certification under the Byrd Anti-Lobbying Amendment (31 USC 1352), if applicable.

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

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

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

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

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

ARTICLE IX MAINTENANCE AND ACCESSIBILITY OF RECORDS; MONITORING

9.1. Records Retention. Grantee must maintain for three (3) years from the date of submission of the final expenditure report, adequate books, all financial records and, supporting documents, statistical records, and all other records pertinent to this Award, adequate to comply with 2 CFR 200.334, unless a different retention period is specified in 2 CFR 200.334, 44 Ill. Admin. Code 7000.430(a) and (b) or **PART TWO** or **PART THREE**. If any litigation, claim or audit is started before the expiration of the retention period, the records must be retained until all litigation, claims or audit exceptions involving the records have been resolved and final action taken.

9.2. Accessibility of Records. Grantee, in compliance with 2 CFR 200.337 and 44 Ill. Admin. Code 7000.430(f), must make books, records, related papers, supporting documentation and personnel relevant to this Agreement available to authorized Grantor representatives, the Illinois Auditor General, Illinois Attorney General, any Executive Inspector General, Grantor's Inspector General, federal authorities, any person identified in 2 CFR 200.337, and any other person as may be authorized by Grantor (including auditors), by the State of Illinois or by federal statute. Grantee must cooperate fully in any such audit or inquiry.

9.3. Failure to Maintain Books and Records. Failure to maintain adequate books, records and supporting documentation, as described in this ARTICLE, will result in the disallowance of costs for which there is insufficient supporting documentation and also establishes a presumption in favor of the State for the recovery of any Grant Funds paid by the State under this Agreement for which adequate books, records and supporting documentation are not available to support disbursement.

9.4. Monitoring and Access to Information. Grantee must monitor its activities to assure compliance with applicable state and federal requirements and to assure its performance expectations are being achieved. Grantor will monitor the activities of Grantee to assure compliance with all requirements, including applicable programmatic rules, regulations, and guidelines that the Grantor promulgates or implements, and performance expectations of the Award. Grantee must timely submit all financial and performance reports, and must supply, upon Grantor's request, documents and information relevant to the Award. Grantor may make site visits as warranted by Program needs. 2 CFR 200.329; 200.332. Additional monitoring requirements may be in **PART TWO** or **PART THREE**.

ARTICLE X FINANCIAL REPORTING REQUIREMENTS

10.1. Financial Close-out Report.

(a) Grantee must submit a financial Close-out Report, in the format required by Grantor, no later than sixty 9 months following the end of the Period of Performance for this Agreement or Agreement termination. The format of this financial Close-out Report must follow a format prescribed by Grantor. 2 CFR 200.344; 44 Ill. Admin. Code 7000.440(b).

(b) If an audit or review of Grantee occurs and results in adjustments after Grantee submits a Close-out Report, Grantee must submit a new financial Close-out Report based on audit adjustments, and immediately submit a refund to Grantor, if applicable. 2 CFR 200.345; 44 Ill. Admin. Code 7000.450.

10.2. Effect of Failure to Comply. Failure to comply with the reporting requirements in this Agreement may cause a delay or suspension of funding or require the return of improper payments or Unallowable Costs, and will be considered a material breach of this Agreement. Grantee's failure to comply with ARTICLE X, ARTICLE XI, or ARTICLE XVII will be considered prima facie evidence of a breach and may be admitted as such, without further proof, into evidence in an administrative proceeding before Grantor, or in any other legal proceeding. Grantee should refer to the State Grantee Compliance Enforcement System for policy and consequences for failure to comply. 44 Ill. Admin. Code 7000.80.

ARTICLE XI AUDIT REQUIREMENTS

11.1. Audits. Grantee is subject to the audit requirements contained in the Single Audit Act Amendments of 1996 (31 USC 7501-7507), Subpart F of 2 CFR Part 200, and the audit rules and policies set forth by the Governor's Office of Management and Budget. 30 ILCS 708/65(c); 44 Ill. Admin. Code 7000.90.

11.2. Consolidated Year-End Financial Reports (CYEFR). All grantees must complete and submit a CYEFR through the Grantee Portal, except those exempted by federal or State statute or regulation, as set forth in **PART TWO** or **PART THREE**. The CYEFR is a required schedule in Grantee's audit report if Grantee is required to complete and submit an audit report as set forth herein.

(a) Grantee's CYEFR must cover the same period as the audited financial statements, if required, and must be submitted in accordance with the audit schedule at 44 Ill. Admin. Code 7000.90. If Grantee is not required to complete audited financial statements, the CYEFR must cover Grantee's fiscal year and must be submitted within 6 months of the Grantee's fiscal year-end.

(b) The CYEFR must include an in relation to opinion from the auditor of the financial statements included in the audit.

(c) The CYEFR must follow a format prescribed by Grantor.

11.3. Entities That Are Not "For-Profit".

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

(b) Single and Program-Specific Audits. If, during its fiscal year, Grantee expends at least \$1,000,000 in federal Awards (direct federal and federal pass-through awards combined), Grantee must have a single audit or program-specific audit conducted for that year as required by 2 CFR 200.501 and other applicable sections of Subpart F of 2 CFR Part 200. The audit report packet must be completed as described in 2 CFR 200.512 (single audit) or 2 CFR 200.507 (program-specific audit), 44 Ill. Admin. Code 7000.90(h)(1) and the current GATA audit manual and submitted to the Federal Audit Clearinghouse, as required by 2 CFR 200.512. The results of peer and external quality control reviews, management letters issued by the auditors and their respective corrective action plans if significant deficiencies or material weaknesses are identified, and the CYEFR(s) must be submitted to the Grantee Portal at the same time the audit report packet is submitted to the Federal Audit Clearinghouse. The due date of all required

submissions set forth in this Paragraph is the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) nine (9) months after the end of Grantee's audit period.

(c) Financial Statement Audit. If, during its fiscal year, Grantee expends less than \$1,000,000 in federal Awards, Grantee is subject to the following audit requirements:

(i) If, during its fiscal year, Grantee expends at least \$750,000 in State-issued Awards, Grantee must have a financial statement audit conducted in accordance with the Generally Accepted Government Auditing Standards (GAGAS). Grantee may be subject to additional requirements in PART TWO, PART THREE or Exhibit E based on Grantee's risk profile.

(ii) If, during its fiscal year, Grantee expends less than \$750,000 in State-issued Awards, but expends at least \$500,000 in State-issued Awards, Grantee must have a financial statement audit conducted in accordance with the Generally Accepted Auditing Standards (GAAS).

(iii) If Grantee is a Local Education Agency (as defined in 34 CFR 77.1), Grantee must have a financial statement audit conducted in accordance with GAGAS, as required by 23 Ill. Admin. Code 100.110, regardless of the dollar amount of expenditures of State-issued Awards.

(iv) If Grantee does not meet the requirements in subsections 12.3(b) and 12.3(c)(i-iii) but is required to have a financial statement audit conducted based on other regulatory requirements, Grantee must submit those audits for review.

(v) Grantee must submit its financial statement audit report packet, as set forth in 44 Ill. Admin. Code 7000.90(h)(2) and the current GATA audit manual, to the Grantee Portal within the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) six (6) months after the end of Grantee's audit period.

11.4. "For-Profit" Entities.

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

(b) Program-Specific Audit. If, during its fiscal year, Grantee expends at least \$1,000,000 in federal pass-through funds from State-issued Awards, Grantee must have a program-specific audit conducted in accordance with 2 CFR 200.507. The auditor must audit federal pass-through programs with federal pass-through Awards expended that, in the aggregate, cover at least 50 percent (0.50) of total federal pass-through Awards expended. The audit report packet must be completed as described in 2 CFR 200.507 (program-specific audit), 44 Ill. Admin. Code 7000.90 and the current GATA audit manual, and must be submitted to the Grantee Portal. The due date of all required submissions set forth in this Paragraph is the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) nine (9) months after the end of Grantee's audit period.

(c) Financial Statement Audit. If, during its fiscal year, Grantee expends less than \$1,000,000 in federal pass-through funds from State-issued Awards, Grantee must follow all of the audit requirements in Paragraphs 12.3(c)(i)-(v), above.

(d) Publicly-Traded Entities. If Grantee is a publicly-traded company, Grantee is not subject to the single audit or program-specific audit requirements, but must submit its annual audit conducted in accordance with its regulatory requirements.

11.5. Performance of Audits. For those organizations required to submit an independent audit report, the audit must be conducted by the Illinois Auditor General (as required for certain governmental entities only), or a Certified Public Accountant or Certified Public Accounting Firm licensed in the State of Illinois or in

accordance with Section 5.2 of the Illinois Public Accounting Act (225 ILCS 450/5.2). For all audits required to be performed subject to GAGAS or Generally Accepted Auditing Standards, Grantee must request and maintain on file a copy of the auditor's most recent peer review report and acceptance letter. Grantee must follow procedures prescribed by Grantor for the preparation and submission of audit reports and any related documents.

11.6. Delinquent Reports. When audit reports or financial statements required under this ARTICLE are prepared by the Illinois Auditor General, if they are not available by the above-specified due date, they must be provided to Grantor within thirty (30) days of becoming available. Grantee should refer to the State Grantee Compliance Enforcement System for the policy and consequences for late reporting. 44 Ill. Admin. Code 7000.80.

ARTICLE XII TERMINATION; SUSPENSION; NON-COMPLIANCE

12.1. Termination.

(a) Either Party may terminate this Agreement, in whole or in part, upon thirty (30) calendar days' prior written notice to the other Party.

(b) If terminated by the Grantee, Grantee must include the reasons for such termination, the effective date, and, in the case of a partial termination, the portion to be terminated. If Grantor determines in the case of a partial termination that the reduced or modified portion of the Award will not accomplish the purposes for which the Award was made, Grantor may terminate the Agreement in its entirety. 2 CFR 200.340(a)(3).

(c) This Agreement may be terminated, in whole or in part, by Grantor:

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

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

(iii) If the Award no longer effectuates the Program goals or agency priorities and if this termination is permitted in the terms and conditions of the Award, which must be detailed in Exhibit A, PART TWO or PART THREE.

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

12.3. Non-compliance. If Grantee fails to comply with the U.S. Constitution, applicable statutes, regulations or the terms and conditions of this or any Award, Grantor may impose additional conditions on Grantee, as described in 2 CFR 200.208. If Grantor determines that non-compliance cannot be remedied by imposing additional conditions, Grantor may take one or more of the actions described in 2 CFR 200.339. The Parties must follow all Grantor policies and procedures regarding non-compliance, including, but not limited to,

the procedures set forth in the State Grantee Compliance Enforcement System. 44 Ill. Admin. Code 7000.80 and 7000.260.

12.4. Objection. If Grantor suspends or terminates this Agreement, in whole or in part, for cause, or takes any other action in response to Grantee's non-compliance, Grantee may avail itself of any opportunities to object and challenge such suspension, termination or other action by Grantor in accordance with any applicable processes and procedures, including, but not limited to, the procedures set forth in the State Grantee Compliance Enforcement System. 2 CFR 200.342; 44 Ill. Admin. Code 7000.80 and 7000.260.

12.5. Effects of Suspension and Termination.

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

(b) Except as set forth in subparagraph (c), below, Grantee must not incur any costs or Obligations that require the use of Grant Funds after the effective date of a suspension or termination, and must cancel as many outstanding Obligations as possible.

(c) Costs to Grantee resulting from Obligations incurred by Grantee during a suspension or after termination of the Agreement are not allowable unless Grantor expressly authorizes them in the notice of suspension or termination or subsequently. However, Grantor may allow costs during a suspension or after termination if:

(i) The costs result from Obligations properly incurred before the effective date of suspension or termination, are not in anticipation of the suspension or termination, and the costs would be allowable if the Agreement was not suspended or terminated prematurely. 2 CFR 200.343.

12.6. Close-out of Terminated Agreements. If this Agreement is terminated, in whole or in part, the Parties must comply with all close-out and post-termination requirements of this Agreement. 2 CFR 200.340(d).

ARTICLE XIII SUBCONTRACTS/SUBAWARDS

13.1. Subcontracting/Subrecipients/Delegation. Grantee must not subcontract nor issue a subaward for any portion of this Agreement nor delegate any duties hereunder without Prior Approval of Grantor. The requirement for Prior Approval is satisfied if the subcontractor or subrecipient has been identified in the uniform grant application, such as, without limitation, a Project description, and Grantor has approved. Grantee must follow all applicable requirements set forth in 2 CFR 200.332.

13.2. Application of Terms. If Grantee enters into a subaward agreement with a subrecipient, Grantee must notify the subrecipient of the applicable laws and regulations and terms and conditions of this Award by attaching this Agreement to the subaward agreement. The terms of this Agreement apply to all subawards authorized in accordance with Paragraph 14.1. 2 CFR 200.101(b).

13.3. Liability as Guaranty. Grantee will be liable as guarantor for any Grant Funds it obligates to a subrecipient or subcontractor pursuant to this ARTICLE in the event Grantor determines the funds were either misspent or are being improperly held and the subrecipient or subcontractor is insolvent or otherwise fails to return the funds. 2 CFR 200.345; 30 ILCS 705/6; 44 Ill. Admin. Code 7000.450(a).

ARTICLE XIV NOTICE OF CHANGE

14.1. Notice of Change. Grantee must notify Grantor if there is a change in Grantee's legal status, FEIN, UEI, SAM registration status, Related Parties, senior management (for non-governmental grantees only) or address. If the change is anticipated, Grantee must give thirty (30) days' prior written notice to Grantor. If the change is unanticipated, Grantee must give notice as soon as practicable thereafter. Grantor reserves the right to take any and all appropriate action as a result of such change(s).

14.2. Failure to Provide Notification. To the extent permitted by Illinois law (see Paragraph 21.2), Grantee must hold harmless Grantor for any acts or omissions of Grantor resulting from Grantee's failure to notify Grantor as required by Paragraph 15.1.

14.3. Notice of Impact. Grantee must notify Grantor in writing of any event, including, by not limited to, becoming a party to litigation, an investigation, or transaction that may have a material impact on Grantee's ability to perform under this Agreement. Grantee must provide notice to Grantor as soon as possible, but no later than five (5) days after Grantee becomes aware that the event may have a material impact.

14.4. Effect of Failure to Provide Notice. Failure to provide the notice described in this ARTICLE is grounds for termination of this Agreement and any costs incurred after the date notice should have been given may be disallowed.

ARTICLE XV STRUCTURAL REORGANIZATION AND RECONSTITUTION OF BOARD MEMBERSHIP

15.1. Effect of Reorganization. This Agreement is made by and between Grantor and Grantee, as Grantee is currently organized and constituted. Grantor does not agree to continue this Agreement, or any license related thereto, should Grantee significantly reorganize or otherwise substantially change the character of its corporate structure, business structure or governance structure. Grantee must give Grantor prior notice of any such action or changes significantly affecting its overall structure or, for non-governmental grantees only, management makeup (for example, a merger or a corporate restructuring), and must provide all reasonable documentation necessary for Grantor to review the proposed transaction including financial records and corporate and shareholder minutes of any corporation which may be involved. Grantor reserves the right to terminate the Agreement based on whether the newly organized entity is able to carry out the requirements of the Award. This ARTICLE does not require Grantee to report on minor changes in the makeup of its board membership or governance structure, as applicable. Nevertheless, **PART TWO** or **PART THREE** may impose further restrictions. Failure to comply with this ARTICLE constitutes a material breach of this Agreement.

ARTICLE XVI CONFLICT OF INTEREST

16.1. Required Disclosures. Grantee must immediately disclose in writing any potential or actual Conflict of Interest to Grantor. 2 CFR 200.112; 30 ILCS 708/35.

16.2. Prohibited Payments. Payments made by Grantor under this Agreement must not be used by Grantee to compensate, directly or indirectly, any person currently holding an elective office in this State

including, but not limited to, a seat in the General Assembly. In addition, where Grantee is not an instrumentality of the State of Illinois, as described in this Paragraph, Grantee must request permission from Grantor to compensate, directly or indirectly, any officer or any person employed by an office or agency of the State of Illinois. An instrumentality of the State of Illinois includes, without limitation, State departments, agencies, boards, and State universities. An instrumentality of the State of Illinois does not include, without limitation, units of Local Government and related entities.

16.3. Request for Exemption. Grantee may request written approval from Grantor for an exemption from Paragraph 17.2. Grantee acknowledges that Grantor is under no obligation to provide such exemption and that Grantor may grant any such exemption subject to additional terms and conditions as Grantor may require.

ARTICLE XVII EQUIPMENT OR PROPERTY

17.1. Purchase of Equipment. For any equipment purchased in whole or in part with Grant Funds, if Grantor determines that Grantee has not met the conditions of 2 CFR 200.439, the costs for such equipment will be disallowed. Grantor must notify Grantee in writing that the purchase of equipment is disallowed.

17.2. Prohibition against Disposition/Encumbrance. Any equipment, material, or real property that Grantee purchases or improves with Grant Funds must not be sold, transferred, encumbered (other than original financing) or otherwise disposed of during the Award Term without Prior Approval of Grantor unless a longer period is required in **PART TWO** or **PART THREE** and permitted by 2 CFR Part 200 Subpart D. Use or disposition of real property acquired or improved using Grant Funds must comply with the requirements of 2 CFR 200.311. Real property, equipment, and intangible property that are acquired or improved in whole or in part using Grant Funds are subject to the provisions of 2 CFR 200.316. Grantor may require the Grantee to record liens or other appropriate notices of record to indicate that personal or real property has been acquired or improved with this Award and that use and disposition conditions apply to the property.

17.3. Equipment and Procurement. Grantee must comply with the uniform standards set forth in 2 CFR 200.310–200.316 governing the management and disposition of property, the cost of which was supported by Grant Funds. Any waiver from such compliance must be granted by either the President’s Office of Management and Budget, the Governor’s Office of Management and Budget, or both, depending on the source of the Grant Funds used. Additionally, Grantee must comply with the standards set forth in 2 CFR 200.317-200.327 to establish procedures to use Grant Funds for the procurement of supplies and other expendable property, equipment, real property and other services.

17.4. Equipment Instructions. Grantee must obtain disposition instructions from Grantor when equipment, purchased in whole or in part with Grant Funds, is no longer needed for their original purpose. Notwithstanding anything to the contrary contained in this Agreement, Grantor may require transfer of any equipment to Grantor or a third party for any reason, including, without limitation, if Grantor terminates the Award or Grantee no longer conducts Award activities. Grantee must properly maintain, track, use, store and insure the equipment according to applicable best practices, manufacturer’s guidelines, federal and state laws or rules, and Grantor requirements stated herein.

17.5. Domestic Preferences for Procurements. In accordance with 2 CFR 200.322, to the greatest extent practicable and consistent with law, Grantee must, under this Award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this Paragraph must be included in all subawards and in all contracts and purchase orders under this Award.

ARTICLE XVIII PROMOTIONAL MATERIALS; PRIOR NOTIFICATION

18.1. Promotional and Written Materials. Use of Grant Funds for promotions is subject to the prohibitions for advertising or public relations costs in 2 CFR 200.421(e). To use Grant Funds in whole or in part to produce any written publications, announcements, reports, flyers, brochures or other written materials, these uses must be allowable under 2 CFR 200.421 and 200.467 and Grantee must include in these publications, announcements, reports, flyers, brochures and all other such material, the phrase "Funding provided in whole or in part by the [Grantor]." 2 CFR 200.467. Exceptions to this requirement must be requested, in writing, from Grantor and will be considered authorized only upon written notice thereof to Grantee.

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

ARTICLE XIX INSURANCE

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

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

ARTICLE XX LAWSUITS AND INDEMNIFICATION

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

20.2. Indemnification and Liability.

(a) **Non-governmental entities.** This subparagraph applies only if Grantee is a non-governmental entity. Grantee must hold harmless Grantor against any and all liability, loss, damage, cost or expenses, including attorneys' fees, arising from the intentional torts, negligence or breach of

contract of Grantee, with the exception of acts performed in conformance with an explicit, written directive of Grantor. Indemnification by Grantor is governed by the State Employee Indemnification Act (5 ILCS 350/.01 *et seq.*) as interpreted by the Illinois Attorney General. Grantor makes no representation that Grantee, an independent contractor, will qualify or be eligible for indemnification under said Act.

(b) **Governmental entities.** This subparagraph applies only if Grantee is a governmental unit as designated in Paragraph 3.2. Neither Party shall be liable for actions chargeable to the other Party under this Agreement including, but not limited to, the negligent acts and omissions of the other Party's agents, employees or subcontractors in the performance of their duties as described under this Agreement, unless such liability is imposed by law. This Agreement is not construed as seeking to enlarge or diminish any obligation or duty owed by one Party against the other or against a third party.

ARTICLE XXI MISCELLANEOUS

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

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

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

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

21.5. **Severability.** If any provision of this Agreement is declared invalid, its other provisions will remain in effect.

21.6. **No Waiver.** The failure of either Party to assert any right or remedy pursuant to this Agreement will not be construed as a waiver of either Party's right to assert such right or remedy at a later time or constitute a course of business upon which either Party may rely for the purpose of denial of such a right or remedy.

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

21.8. **Compliance with Law.** Grantee is responsible for ensuring that Grantee's Obligations and services hereunder are performed in compliance with all applicable federal and State laws, including, without limitation, federal regulations, State administrative rules, including but not limited to 44 Ill. Admin. Code Part 7000, laws and rules which govern disclosure of confidential records or other information obtained by Grantee concerning persons served under this Agreement, and any license requirements or professional certification provisions.

21.9. **Compliance with Freedom of Information Act.** Upon request, Grantee must make available to Grantor all documents in its possession that Grantor deems necessary to comply with requests made under the

Freedom of Information Act. 5 ILCS 140/7(2).

21.10. Compliance with Whistleblower Protections. Grantee must comply with the Whistleblower Act (740 ILCS 174/1 *et seq.*) and the whistleblower protections set forth in 2 CFR 200.217, including but not limited to, the requirement that Grantee and its subrecipients inform their employees in writing of employee whistleblower rights and protections under 41 U.S.C. 4712.

21.11. Precedence.

(a) Except as set forth in subparagraph (b), below, the following rules of precedence are controlling for this Agreement: In the event there is a conflict between this Agreement and any of the exhibits or attachments hereto, this Agreement controls. In the event there is a conflict between PART ONE and PART TWO or PART THREE of this Agreement, PART ONE controls. In the event there is a conflict between PART TWO and PART THREE of this Agreement, PART TWO controls. In the event there is a conflict between this Agreement and relevant statute(s) or rule(s), the relevant statute(s) or rule(s) controls.

(b) Notwithstanding the provisions in subparagraph (a), above, if a relevant federal or state statute(s) or rule(s) requires an exception to this Agreement's provisions, or an exception to a requirement in this Agreement is granted by GATU, such exceptions must be noted in PART TWO or PART THREE, and in such cases, those requirements control.

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

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

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

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

21.16. Continuing Responsibilities. The termination or expiration of this Agreement does not affect: (a) the right of Grantor to disallow costs and recover funds based on a later audit or other review; (b) the obligation of the Grantee to return any funds due as a result of later refunds, corrections or other transactions, including, without limitation, final Indirect Cost Rate adjustments and those funds obligated pursuant to ARTICLE XIV; (c) the CYEFR(s); (d) audit requirements established in 44 Ill. Admin. Code 7000.90 and ARTICLE XII ; (e) property management and disposition requirements established in 2 CFR 200.310 through 2 CFR 200.316 and ARTICLE XVIII; or (f) records related requirements pursuant to ARTICLE IX. 44 Ill. Admin. Code 7000.440.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK.

EXHIBIT A

PROJECT DESCRIPTION

Grantee may purchase all equipment outlined in the Grant Award Letter.

EXHIBIT B

DELIVERABLES OR MILESTONES

- Grantee shall submit a final expenditure report, including copies of paid invoices and/or cancelled checks, no later than 9 months after the end date of the Grant Agreement.

EXHIBIT C

CONTACT INFORMATION

CONTACTS FOR NOTIFICATION AND GRANT ADMINISTRATION:

Unless specified elsewhere, all notices required or desired to be sent by either Party must be sent to the persons listed below. Grantee must notify Grantor of any changes in its contact information listed below within five (5) business days from the effective date of the change, and Grantor must notify Grantee of any changes to its contact information as soon as practicable. The Party making a change must send any changes in writing to the contact for the other Party. No amendment to this Agreement is required if information in this Exhibit is changed.

FOR OFFICIAL GRANT NOTIFICATIONS

GRANTOR CONTACT

Name: Roger Branson

Title: Executive II

Address: 1035 Stevenson Drive

Springfield, Illinois 62703

GRANTEE CONTACT

Name: _____

Title: _____

Address: _____

GRANTEE PAYMENT ADDRESS

(If different than the address above)

Address: _____

FOR GRANT ADMINISTRATION

GRANTOR CONTACT

Name: Roger Branson

Title: Executive II

Address: 1035 Stevenson Drive, Springfield, IL 62703

Phone: 217-785-4717

TTY#: 866-324-3841

E-mail Address: Roger.D.Branson@illinois.gov

GRANTEE CONTACT

Name: _____

Title: _____

Address: _____

Phone: _____

TTY #: _____

E-mail Address: _____

EXHIBIT D

PERFORMANCE MEASURES AND STANDARDS

N/A

EXHIBIT E
SPECIFIC CONDITIONS

N/A

PART TWO –GRANTOR-SPECIFIC TERMS

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

N/A

PART THREE –PROJECT-SPECIFIC TERMS

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

N/A

Council Memo
Public Works Department
No. 2026-51

DATE: 6/15/2026

TO: Honorable Mayor Julie Moore Wolfe and City Council Members

FROM: Melissa Hon, City Manager
Matt Newell, Director of Public Works

SUBJECT:
Resolution to Appropriate Motor Fuel Tax Funds for Local Public Agency General Maintenance

SUMMARY RECOMMENDATION:

It is recommended by staff that the City Council approve the attached resolution appropriating \$875,000.00, in State Motor Fuel Tax (MFT) funds dedicated to general street maintenance for 2026, and that the Mayor be authorized to sign said resolution, and the City Clerk to attest. Items covered by this allocation specifically include:

- Reimbursing the General Fund for annual traffic signal maintenance costs (\$670,000),
- Providing concrete for street maintenance work performed by City forces (\$20,000),
- Purchasing road salt to support the City's winter maintenance operations (\$150,000),
- Providing asphalt for street maintenance work performed by City forces (\$20,000),
- Pavement striping on streets in cooperation with the Macon County Highway Department (\$15,000),

BACKGROUND:

Traffic Signal Maintenance

For many years the City has allocated State MFT funds to reimburse the General Fund for the traffic signal maintenance operations performed by the Public Works Department. The funds cover the salary and benefits of two City Electricians, the costs for their vehicles, materials used, traffic signal electricity costs, and contracted services. The Illinois Department of Transportation and Macon County Highway Department reimburse the City for a portion of the maintenance work, materials, and electricity costs incurred for maintaining traffic signals located on State and County highways in the City. These reimbursements are deposited into the City's State MFT fund. The amount of the transfer was determined by the Public Works and Finance Departments and approved by the City Council during the 2026 fiscal year budget process.

Concrete and Asphalt for Street Maintenance

The City regularly allocates State MFT funds to provide concrete for street maintenance work performed by City staff with the Public Works Department. Historically, City crews can perform smaller scale concrete and asphalt repairs at a lower cost than can be obtained by contracting out similar work. Increasing the materials available for concrete repair work improves the ability of the City to maintain its street system and stretch its limited funds further.

Road Salt

The City purchases road salt to help clear ice from the streets during winter snow and ice operations. Salt purchases are made through the State bidding process conducted by the Illinois Department of Central Management Services (CMS). In the spring of each year, the City must place an order with CMS before bids are

received. Prior to 2014, the City purchased road salt from the General Operating Fund; however, due to ongoing budget difficulties, the State MFT maintenance allocation was increased to include funding to purchase road salt. This year's salt purchase was budgeted at \$150,000 in the 2026 Capital Improvement Plan.

Striping

For ten years now, the City has partnered with the Macon County Highway Department to stripe various City streets under a joint City/County project. These streets are typically busy streets and intersections that need frequent refreshing.

SCHEDULE: Traffic signal maintenance and street work are year-round operations. Sufficient salt is purchased as necessary to support winter snow/ice removal operations and to assure that each winter season begins with a full salt supply on hand. Additional salt is purchased as the City's salt reserves are depleted.

LEGAL REVIEW:

PRIOR COUNCIL ACTION:

This is a yearly action performed by the City Council.

POTENTIAL OBJECTIONS:

None

INPUT FROM OTHER SOURCES:

Illinois Department of Transportation

STAFF REFERENCE: Paul Caswell, P.E., City Engineer will be in attendance at the City Council meeting to answer any questions from the Council on this item.

BUDGET/TIME IMPLICATIONS:

Budget Impact: State MFT funds allocated by this resolution are \$875,000.00 and are expended throughout the year in support of the identified operations.

Staffing Impact: Staffing time is allocated for these operations.

ATTACHMENTS:

1. 2026-51 Resolution to Appropriate Motor Fuel Tax Funds for Local Public Agency General Maintenance

RESOLUTION NO. _____

**RESOLUTION TO APPROPRIATE MOTOR FUEL TAX FUNDS
FOR LOCAL PUBLIC AGENCY GENERAL MAINTENANCE**

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

Section 1. That there is hereby appropriated the sum of \$875,000.00 of Motor Fuel Tax funds for the purpose of traffic signal maintenance, the purchase of concrete for street maintenance, the purchase of road salt, the purchase of asphalt for street maintenance, and traffic striping for the City of Decatur, Illinois, from January 1, 2026, to December 31, 2026.

Section 2. That traffic signal maintenance, the purchase of concrete for street maintenance, the purchase of road salt, the purchase of asphalt for street maintenance, traffic striping, and operations as listed and described on the Municipal Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

Section 3. That the Clerk shall, as soon as three (3) months after the close of the period as given above, submit to the Department of Transportation on forms furnished by said Department, a certified statement showing expenditures from and balances remaining in the account(s) for this period; and

Section 4. That the Mayor shall execute, and the Clerk shall immediately transmit two certified copies of original BLR 14222 forms, attached hereto as Exhibit A and made a part hereof, and transmit with two certified copies of this resolution to the district office of the Department of Transportation, at Effingham, Illinois.

PRESENTED and ADOPTED this 15th day of June 2026.

JULIE MOORE WOLFE, MAYOR

ATTEST:

KIM ALTHOFF, CITY CLERK

I, Kim Althoff Clerk in and for the City
of Decatur, County of Macon
(City, Town or Village)

hereby certify the attached Resolution No. _____ to be a true, perfect and complete copy of a resolution adopted by

the City Council at a meeting on June 15, 2026
(Council or President and Board of Trustees) Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 15th day of June 2026.

(SEAL) _____ City Clerk
(City, Town or Village)

Approved _____ Regional Engineer Department of Transportation _____ Date
--


**Illinois Department
of Transportation**
Local Public Agency General Maintenance

 Submittal Type **Original**
Estimate of Maintenance Costs

District Estimate of Cost For

7 Municipality

Local Public Agency		County	Section Number	Maintenance Period	
				Beginning	Ending
City of Decatur		Macon	26-00000-00-GM	01/01/26	12/31/26

Maintenance Items

Maintenance Operation	Maint Eng Category	Insp. Req.	Material Categories/ Point of Delivery or Work Performed by an Outside Contractor	Unit	Quantity	Unit Cost	Cost	Total Maintenance Operation Cost
Traffic			Traffic Signal Maintenance					\$670,000.00
Street			Striping					\$15,000.00
Streets			Concrete					\$20,000.00
Streets			Asphalt					\$20,000.00
Streets			Salt					\$150,000.00
Total Operation Cost								\$875,000.00

Estimate of Maintenance Costs Summary

Maintenance	MFT Funds	RBI Funds	Other Funds	Estimated Costs
Local Public Agency Labor	\$300,000.00			\$300,000.00
Local Public Agency Equipment	\$200,000.00			\$200,000.00
Materials/Contracts(Non Bid Items)	\$200,000.00			\$200,000.00
Materials/Deliver & Install/Materials Quotations (Bid Items)				
Formal Contract (Bid Items)	\$175,000.00			\$175,000.00
Maintenance Total	\$875,000.00			\$875,000.00

Estimated Maintenance Eng Costs Summary

Maintenance Engineering	MFT Funds	RBI Funds	Other Funds	Total Est Costs
Preliminary Engineering				
Engineering Inspection				
Material Testing				
Advertising				
Bridge Inspection Engineering				
Maintenance Engineering Total				
Total Estimated Maintenance	\$875,000.00			\$875,000.00

Remarks

SUBMITTED

Local Public Agency Official Signature & Date

Title

County Engineer/Superintendent of Highways Signature & Date

APPROVED

 Regional Engineer Signature & Date
Department of Transportation

Estimate of Maintenance Costs

Submittal Type **Original**

Local Public Agency	County	Section	Maintenance Period	
			Beginning	Ending
City of Decatur	Macon	26-00000-00-GM	01/01/26	12/31/26

IDOT Department Use Only

Received Location Received Date Additional Location?

		☐
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WMFT Entry By Entry Date

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**Council Memo
Public Works Department
No. 2026-65**

DATE: 6/15/2026

TO: Honorable Mayor Julie Moore Wolfe and City Council Members

FROM: Melissa Hon, City Manager
Matt Newell, Director of Public Works
Robert Weil, Water Production Manager
Jennifer Gunter, Watershed & Lake Manager

SUBJECT:

Resolution Rescinding an Agreement with Fulk Family Farm, LLC, for Waterway and Grade Control Structure Improvements

SUMMARY RECOMMENDATION: It is recommended that the City Council approve the attached resolution rescinding a Lake Decatur Watershed Farmland Agreement with Fulk Family Farm, LLC, for Waterway and Grade Control Structure Improvements. This action has been requested by the other party. No costs have been incurred to date.

BACKGROUND:

The Lake Decatur Watershed Farmland Conservation Program has been effective and well-subscribed. However, Fulk Family Farm, LLC, asked to rescind their agreement shortly after it was authorized by Council on June 1. See attached letter. They felt uncomfortable that the agreement would require them to pay for cost over-runs exceeding a contingency allowance. Cost over-runs have not been an issue on any of the prior projects due to excellent project management by the watershed staff. This is the first time that a property owner has requested to rescind their prior approval. The watershed work is a voluntary program and there is no compelling reason to require the property owner to go forward with the project. The funds will go to the next project in line.

No construction work has been undertaken on the project and no costs have been incurred other than staff provided design time.

LEGAL REVIEW: The Legal Department has reviewed the request from the landowner.

PRIOR COUNCIL ACTION:

June 1, 2026: the City Council adopted Resolution 2026-115 authorizing the agreement with Fulk Family Farm, LLC.

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

INPUT FROM OTHER SOURCES:

See attached letter from the landowner.

STAFF REFERENCE: Matt Newell, Public Works Director, Robert Weil, Water Production Manager, Jennifer Gunter, Watershed and Lake Manager. Paul Caswell and Robert Weil will attend the City Council

meeting to answer any questions of the Council on this item.

BUDGET/TIME IMPLICATIONS: Budget Impact: The City has not incurred any out-of-pocket costs to date on the project other than staff time. The design was completed in-house.

Staff Impact: Staff has allocated time to manage this project.

ATTACHMENTS:

1. 2026-65 Resolution Rescinding Fulk Family Farm Agreement
2. 2026-65 Fulk Family Farm Request to Rescind Agreement

RESOLUTION NO. _____

**RESOLUTION RESCINDING AN AGREEMENT WITH FULK FAMILY FARM, LLC,
FOR WATERWAY AND GRADE CONTROL STRUCTURE IMPROVEMENTS**

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

Section 1. That Resolution No. R2026-115, passed by the Council on June 1, 2026, authorizing a Lake Decatur Watershed Farmland Conservation Agreement for waterway and grade control structure improvements with Fulk Family Farm, LLC, for the amount of \$34,290.00, at the request of the landowner and no costs having been incurred, be, and the same is hereby, rescinded.

PRESENTED and ADOPTED this 15th day of June 2026.

Julie Moore Wolfe, Mayor

ATTEST:

Kim Althoff, City Clerk

Received 6/3/26
Kathryn

City of Decatur

June 3, 2026

City Clerk

One Gary K. Anderson Plaza

Decatur, IL 62523

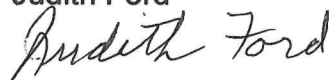
City Clerk,

The agreement between Dale and Judith Ford (project number LD25-20) and the City of Decatur to participate in City's Lake Decatur Watershed Protection ("Program") offer is rescinded and the agreement terminated.

Sincerely,

Dale Ford

Judith Ford



217-433-3402

City of Decatur

June 3, 2026

City Clerk

One Gary K. Anderson Plaza

Decatur, IL 62523

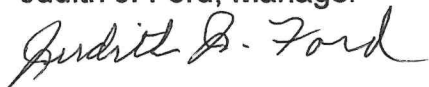
City Clerk,

The agreement between Fulk Family Farm, LLC (project number LD25-21) and the City of Decatur to participate in City's Lake Decatur Watershed Protection ("Program") offer is rescinded and the agreement terminated.

Sincerely,

Fulk Family Farm, LLC.

Judith J. Ford, Manager

A handwritten signature in cursive script that reads "Judith J. Ford". The signature is written in dark ink and is positioned below the printed name.

**COUNCIL MEMO
OFFICE OF THE MAYOR
No. 2026-04**

DATE: June 8, 2026

TO: City Council Members

FROM: Honorable Mayor Julie Moore Wolfe
Kim Althoff, City Clerk

SUBJECT: Resolution Approving Reappointments – City Plan Commission

Council is asked to pass the proposed Resolution approving the reappointments of Susie Peck, Joshua Prasun and James Oliver, Jr. to the City Plan Commission.

TO THE COUNCIL OF THE CITY
OF DECATUR, ILLINOIS:

Consent of the Council is hereby requested for the reappointments by the Mayor of the following named as members of the board or commission set opposite their respective name, to serve a term expiring upon the date set opposite their respective name or until their respective successor is appointed and qualified:

Susie Peck	City Plan Commission	4/30/2029
Joshua Prasun	City Plan Commission	4/30/2029
James Oliver, Jr.	City Plan Commission	4/30/2029

DATED this 15th day of June 2026.

Julie Moore Wolfe, Mayor

RESOLUTION NO. R2026-_____
RESOLUTION APPROVING REAPPOINTMENTS

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

Section 1. That consent of the Council be, and it is hereby, given to the reappointments by the Mayor of the person aforesaid as by said Mayor requested, which said request be, and it is hereby, received, placed on file and approved.

PRESENTED AND ADOPTED this 15th day of June 2026.

Julie Moore Wolfe, Mayor

ATTEST:

City Clerk

TO THE COUNCIL OF THE CITY
OF DECATUR, ILLINOIS:

Having received your consent, I hereby reappoint the named in the foregoing request by you approved as therein requested.

DATED this 15th day of June 2026.

Julie Moore Wolfe, Mayor

**COUNCIL MEMO
OFFICE OF THE MAYOR
No. 2026-05**

DATE: June 8, 2026

TO: City Council Members

FROM: Honorable Mayor Julie Moore Wolfe
Kim Althoff, City Clerk

SUBJECT: Resolution Approving Reappointment – Historical and Architectural Sites
Commission

Council is asked to pass the proposed Resolution approving the reappointment of Andrew Taylor to the Historical and Architectural Sites Commission.

TO THE COUNCIL OF THE CITY
OF DECATUR, ILLINOIS:

Consent of the Council is hereby requested for the reappointment by the Mayor of the following named as a member of the board or commission set opposite his respective name, to serve a term expiring upon the date set opposite his respective name or until his respective successor is appointed and qualified:

Andrew Taylor Historical and Architectural Sites Commission 5/1/2029

DATED this 15th day of June 2026.

Julie Moore Wolfe, Mayor

RESOLUTION NO. R2026-_____
RESOLUTION APPROVING REAPPOINTMENT

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

Section 1. That consent of the Council be, and it is hereby, given to the reappointment by the Mayor of the person aforesaid as by said Mayor requested, which said request be, and it is hereby, received, placed on file and approved.

PRESENTED AND ADOPTED this 15th day of June 2026.

Julie Moore Wolfe, Mayor

ATTEST:

City Clerk

TO THE COUNCIL OF THE CITY
OF DECATUR, ILLINOIS:

Having received your consent, I hereby reappoint the named in the foregoing request by you approved as therein requested.

DATED this 15th day of June 2026.

Julie Moore Wolfe, Mayor

RESOLUTION NO. R2026-__

**RESOLUTION REGARDING TEMPORARY
CLOSING OF STATE RIGHTS-OF-WAY COMMUNITY EVENTS
-SHORELINE CLASSIC-**

WHEREAS, the City of Decatur is sponsoring a road race, in the City of Decatur which constitutes a public purpose; and,

WHEREAS, this road race will require the temporary closure of one west bound lane on U.S. Route 36, a State Highway in the City of Decatur from Country Club Road to Nelson Boulevard and the temporary closure of one east bound lane on U.S. Route 105, a State Highway in the City of Decatur from E Park Lane to N Excelsior Street; and,

WHEREAS, Section 4-408 of the Illinois Highway Code authorizes the Department of Transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purposes.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Decatur that permission to close off one west bound lane on U.S. Route 36, a State Highway in the City of Decatur from Country Club Road to Nelson Boulevard and one east bound lane on U.S. Route 105, a State Highway in the City of Decatur from E Park Lane to N Excelsior Street, be requested of the Department of Transportation as above designated.

BE IT FURTHER RESOLVED, that this closure shall occur during the approximate time period between 7:00 a.m. and 11:00 a.m. on October 4, 2026.

BE IT FURTHER RESOLVED, that traffic from that closed portion of highway shall be detoured over routes with an all-weather surface that can accept the anticipated traffic, which will be maintained to the satisfaction of the Department and which is conspicuously marked for the benefit of traffic diverted from the State highway.

BE IT FURTHER RESOLVED, that the City of Decatur assumes full responsibility for the direction, protection, and regulation of the traffic during the time the detour is in effect.

BE IT FURTHER RESOLVED, that police officers or authorized flaggers shall at the expense of the City of Decatur be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic through the detour.

BE IT FURTHER RESOLVED, that police officers, flaggers, and officials shall permit emergency vehicles in emergency situations to pass through the closed area as swiftly as is safe for all concerned.

BE IT FURTHER RESOLVED, that all debris shall be removed by the City of Decatur prior to reopening the State Highway.

BE IT FURTHER RESOLVED, that such signs, flags, barricades, etc., shall be used by the City of Decatur as may be approved by the Illinois Department of Transportation. These items shall be provided by the City of Decatur.

BE IT FURTHER RESOLVED, that the closure and detour shall be marked according to the Illinois Manual on Uniform Traffic Control Devices.

BE IT FURTHER RESOLVED, that an occasional break shall be made in the procession so that traffic may pass through. In any event, adequate provisions will be made for traffic on intersecting highways pursuant to conditions noted above.

BE IT FURTHER RESOLVED, that to the fullest extent permitted by law, the City of Decatur shall be responsible for any and all injuries to persons or damages to property, and shall indemnify and hold harmless the Illinois Department of Transportation, its officers, employees and agents from any and all claims, lawsuits, actions, costs and fees (including reasonable attorneys' fees and expenses) of every nature or description, arising out of, resulting from or connected with the exercise of authority granted by the Department which is the subject of this resolution. The obligation is binding upon the City of Decatur regardless of whether or not such claim, damage, loss or expense is caused in part by the act, omission or negligence of the Department or its officers, employees or agents.

BE IT FURTHER RESOLVED, that the City of Decatur shall provide a comprehensive general liability policy or an additional named insured endorsement in the minimum amount of \$1,000,000 per person and \$2,000,000 aggregate which has the Illinois Department of Transportation, its officials, employees and agents as insureds and which protects them from all claims arising from the requested road closing. A copy of said policy or endorsement will be provided to the Department before the road is closed.

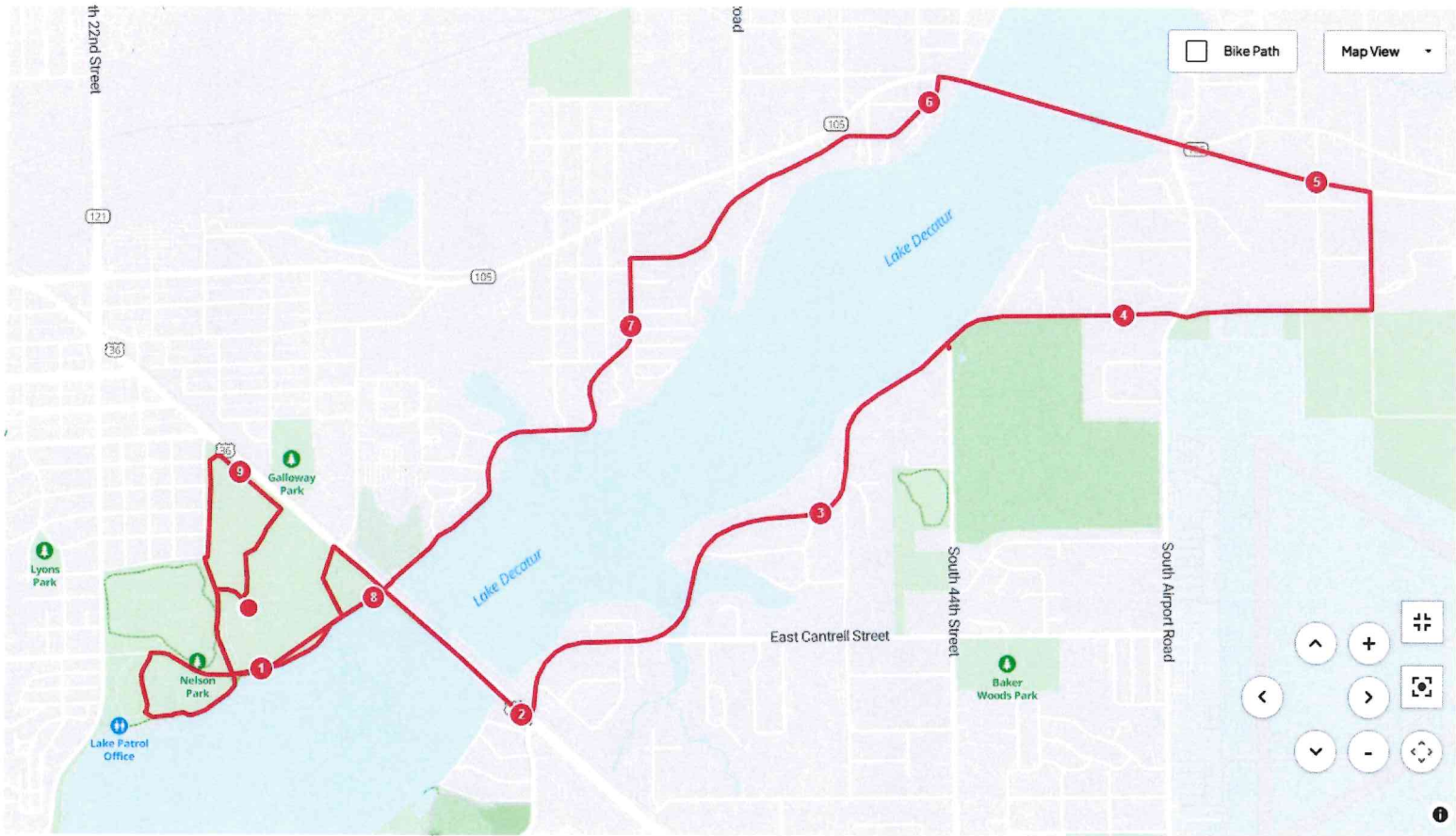
BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Department of Transportation to serve as a formal request for the permission sought in this resolution and to operate as part of the conditions of said permission.

PRESENTED, ADOPTED and APPROVED by the Council of the City of Decatur this 15th day of June 2026.

JULIE MOORE WOLFE, MAYOR

ATTEST:

CITY CLERK





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/19/2026

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

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

PRODUCER Insurance Management Group 9610 Lima Road, Suite 102 Fort Wayne IN 46818		CONTACT NAME: Linds Williams PHONE (A/C, No, Ext): (765) 517-5736 FAX (A/C, No): (765) 517-5736 E-MAIL ADDRESS: lwilliams@insmgt.com	
INSURED Road Runners Club of America/2026 and Its Members 100 W Jefferson St. Ste 202 Falls Church VA 22046		INSURER(S) AFFORDING COVERAGE INSURER A: Granite State Insurance Company INSURER B: National Union Fire Insurance Company of Pittsburgh, PA INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 23809 19445	

COVERAGES**CERTIFICATE NUMBER:** 1M AI Liability 2026**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 ☒ Legal Liability to Participant \$1,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☒ OTHER: Per Event Basis			AIL0003450335102	12/31/2025	12/31/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 Abuse and Molestation \$ 1,000,000
	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			AIL0003450335102	12/31/2025	12/31/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	☐ UMBRELLA LIAB ☐ EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	☐ 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 ☐	N/A				PER STATUTE E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Medical Professional Liability (\$250 Deductible/Claim)			AID0003450335802	12/31/2025	12/31/2026	Medical Expense \$10,000 AD & Specific Loss \$2,500

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

CERTIFICATE HOLDER IS NAMED AS AN ADDITIONAL INSURED AS RESPECTS TO THEIR INTEREST IN THE OPERATIONS OF THE NAMED INSURED.

DATE OF EVENT(S): 10/04/26 Shoreline Classic 5k/15k

INSURED RRCA CLUB/EVENT MEMBER: Decatur Running Club, Attn: Scott Strompolis, PO Box 3397, Decatur, IL, 62524

CERTIFICATE HOLDER**CANCELLATION**

10/04/26 City of Decatur, IL 1 Gary K. Anderson Plaza Decatur, IL 62523	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
---	---

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HOLD HARMLESS and INDEMNIFICATION AGREEMENT

Shoreline Classic, hereafter referred to as the "sponsoring agency", for itself, and its successors and assigns, agrees to indemnify and save the City of Decatur, Illinois, its officers, agents, and employees harmless against any and all loss, damage, or expense that it or they may sustain as a result of any suits, actions, or claims of any character brought on account of property damage, injury to, or death of any person or persons, which may arise in connection with the use of City of Decatur property for the Shoreline Classic on the following date and time:

Sunday, October 4, 2026

7:00 a.m. – 11:00 a.m.

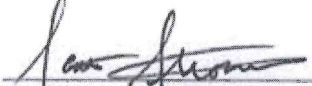
by the sponsoring agency, its officers, agents, employees, and registrants.

Furthermore, the sponsoring agency agrees to provide the City of Decatur evidence of third party liability insurance coverage for the event in an amount not less than \$1,000,000 per occurrence, and \$2,000,000 aggregate, for property damage, and personal and bodily injury, including death.

For City of Decatur, Illinois:

For Sponsoring Agency:
Shoreline Classic

Authorized Representative



Authorized Representative

Date

03 JUN 2026

Date



Decatur

ECONOMIC & COMMUNITY
DEVELOPMENT



May 2026

Monthly Report

*“Positioning Decatur as a premier place to live,
work, and do business.”*

ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT MONTHLY REPORT

May 2026

Department Goals

ECD is committed to building a leading local and regional program by: 1) using technology to modernize City services; 2) leveraging data and design to streamline development; 3) investing in high-potential neighborhoods; 4) expanding the workforce with new housing options; and 5) building an economy and customer service experience that supports both small businesses and major employers. This plan reflects not only the challenges we face but also the unique opportunities before us.

Department Mission

We exist to cultivate a strong, diverse economy that supports local businesses, attracts new investment, and promotes sustainable development throughout the city. We work to position Decatur as a premier place to live, work, and do business by aligning our planning, development, and revitalization efforts with strategic economic growth.

Department Priorities

1. Economic Development
2. Modern Service Delivery
3. Stronger Regions
4. Strategic Oversight of TIF Districts
5. Long-Range Planning
6. Corridor Revitalization



Decatur
ECONOMIC & COMMUNITY
DEVELOPMENT



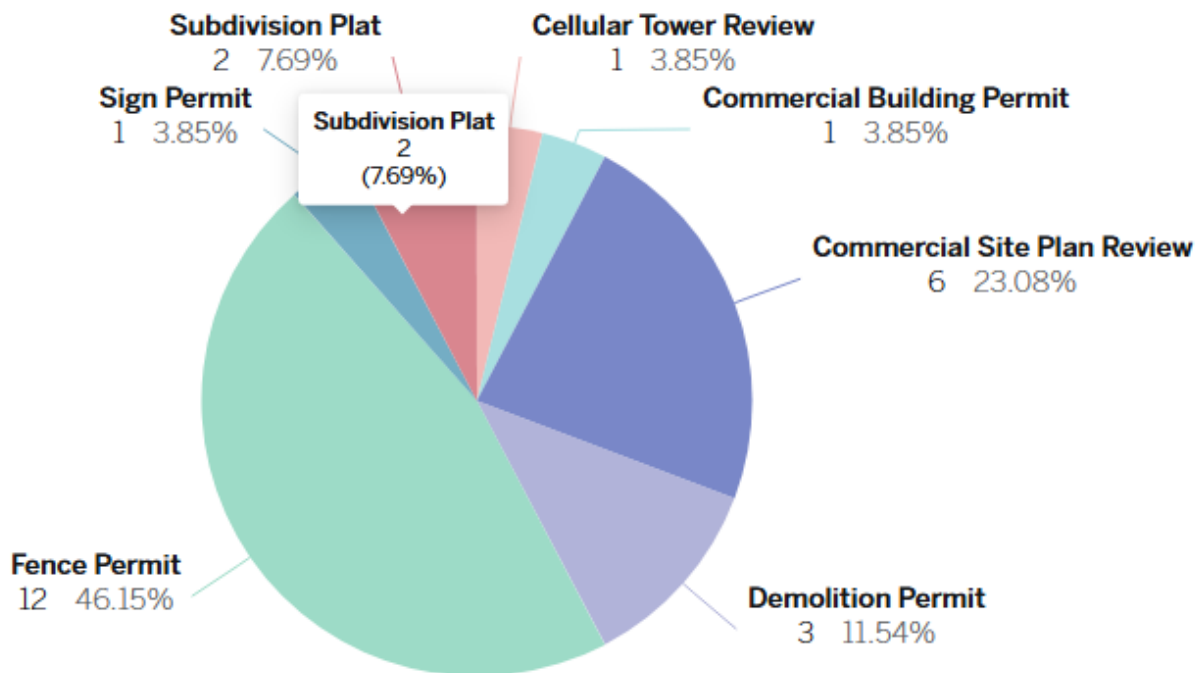
I. PLANNING AND DEVELOPMENT DIVISION

For the month of May, the Planning and Development staff processed and reviewed commercial site plans and various permits for zoning approval.

We have ongoing Economic Development projects both in the planning stage and under way. Some are very large projects that will have a significant positive impact if approved. Staff along with other departments held TRC meetings, Zoom meetings or conference calls for pending and ongoing developments, and have reviewed twenty-six (26) submittals, broken down by review type below:

Planning and Development Division April Activities

Total Activities: 26



II. BUILDING INSPECTIONS DIVISION

April, we issued 197 permits broken down by permit type below. Of those, we had 3 permits with a value of over \$250,000. The Division conducted 499 inspections and 37 consultations.

Building and Development Division April Activities

Total Activities: 205

Activity	Count	Total Paid	Total Investment
Boat Dock Permit	1	\$0.00	\$20,000.00
Certificate of Occupancy	4	\$0.00	
Commercial Building Permit	6	\$34,778.54	\$4,324,137.00
Commercial Building Plan Review	4	\$0.00	
Demolition Permit	8	\$821.98	\$428,463.00
Electrical Permit	17	\$5,594.98	\$1,578,953.00
Fence Permit	12	\$700.00	\$34,996.04
Fire Protection Systems Permit	1	\$411.19	\$54,825.00
Mechanical Permit	24	\$7,843.95	\$1,320,223.00
Plumbing Permit	29	\$2,342.00	\$134,249.07
Residential Building Permit	20	\$1,550.96	\$250,230.98
Roof Permit	47	\$6,130.24	\$876,248.64
Selective Demolition Permit	1	\$150.00	
Sign Permit	1	\$50.00	\$4,500.00
Solar Photovoltaic System Permit	25	\$5,839.13	\$793,011.98
Stop Work Order	3	\$0.00	
Swimming Pool Permit	2	\$200.00	\$15,000.00
Total	205	\$66,412.97	\$9,834,837.71



Building and Development Division Annual Activities

Total Activities: 833

Activity	Count	Total Paid	Total Investment
Boat Dock Permit	1	\$0.00	\$20,000.00
Certificate of Occupancy	11	\$0.00	
Commercial Building Permit	36	\$233,670.65	\$29,549,687.47
Commercial Building Plan Review	15	\$0.00	
Commercial Site Plan Review	2	\$0.00	
Demolition Permit	52	\$4,756.98	\$750,643.00
Electrical Permit	81	\$10,828.11	\$2,197,962.20
Fence Permit	40	\$2,471.42	\$185,958.19
Fire Protection Systems Permit	7	\$13,491.94	\$1,816,220.96
Mechanical Permit	87	\$17,490.43	\$2,538,207.15
Plumbing Permit	109	\$11,886.83	\$940,867.50
Residential Building Permit	89	\$15,564.27	\$2,887,295.97
Roof Permit	173	\$25,484.68	\$3,777,430.23
Selective Demolition Permit	4	\$450.00	
Sign Permit	13	\$3,028.39	\$299,264.00
Solar Photovoltaic System Permit	88	\$23,178.32	\$3,412,043.19
Stop Work Order	17	\$0.00	
Swimming Pool Permit	6	\$500.00	\$61,000.00
Wheelchair Ramp Permit	2	\$50.00	\$5,750.00
Total	833	\$362,852.02	\$48,442,329.86



III. GRANTS DIVISION

The Grants Division has continued contacting individuals on the roof application list. Due to stringent guidelines through the HRAP program we have had several homes that were not eligible and a homeowner who has decided not to move forward. The homebuyer program is undergoing changes in line with the necessary HOME regulatory updates; therefore it is on hold until our Action Plan is approved. Homes were identified and contacted for the Exterior rehab program.

Other happenings in the division...

- Staff are working on the grant tie out process for the audit.
- Demos for remaining SCP funds have been bid out and staff is working to get them through the preapproval process with IHDA
- Staff has worked through eligibility for the Community Grant Applications
- Hosted our USDA tree grant manager for an onsite meeting
- Filled the Grants Specialist Reporting and Compliance Position with Bhavik Shelat
- Working with grant manager to finalize DCEO bus shelter grant paperwork
- Action Plan finalized for submission 1st of June
- Weekly meeting for launch of Opengov Grants portal
- Recruited new roofing contractors
- Bid walks and scope walks for several projects

Grants Division Activities

Total Activities: 47

Activity	2026 YTD Completed	In Progress
CDBG Residential Rehab	3	2
HOME Residential Rehab	2	2
CDBG Roof Replacement	12	2
Emergency Program	10	1
Residential Exterior Program	0	1
Business Façade Program	0	6
Homebuyer Assistance Program	0	0
HRAP Roof Program	0	6
Total	27	20

*In progress is a fluid number. This includes steps for program eligibility.

Current Timeliness Ratio: \$990,820.68 (unspent funds)/ \$1,313,759 (current allocation) = .75



IV. NEIGHBORHOOD INSPECTIONS DIVISION

	YTD Total		April Total
Demolitions		Complaints	
Completed	21	Online Submissions	60
Under Contract	16	Phone Calls	278
Out to Bid	0		
Total	37	Total	338

*Next demolition bid will be in June.

	April Total		May Total
Cases Initiated		Reinspection Visits	
72-Hour	187	Reinspection visits are performed on new initiated cases and past cases that are not ready for next action (legal/completed)	1095
Housing/Unfit for Habitation	38		
Non-Active Garbage Service	27		
Nuisance/weeds	746		
Secure of Structure	31		
Demolition	4		
72-Hour	187		
Total	1,029	Total	1095

*Non-Active Garbage Service cases are considered nuisance cases when they are forwarded to legal.

	Initiated	Completed by City	Forward to Legal	Abated by Owner	Active
Code Enforcement Case Conclusions					
72-Hour	187	62	N/A	135	N/A
Secure of Structure	31	19	N/A	12	N/A
Housing/Unfit for Habitation	38	N/A	16	N/A	61
Nuisance	135	N/A	41	64	N/A
Total	391	81	57	211	61

*Active housing cases that have been initiated and not forwarded to legal are housing type of cases where the grace period has not passed prior to 4/30/2026 or are housing cases where the inspectors have been contacted by owner with a plan to repair and we have given them time abate violations.



V. TRANSIT DIVISION

Mass Transit Program

For the month of May, the Mass Transit staff completed the following projects:

1. Extended the Contract with MV Transportation
2. Attended the Green Drives event
3. Working with IDOT on the High Speed Rail Feasibility Grant Award Execution

Our ridership for the month consisted of the following:

	Passenger Rides	Miles Driven	On-Time Performance	Train Delays
Ridership (Mon-Sun)				
Fixed Route	72,456	99,636	86%	7
Paratransit	2,049	11,873	92%	1
Microtransit	10,531	59,121	93%	0
Total	85,036	170,630	N/A	8

Facilities Maintenance Program

The Maintenance Manager has developed individualized building inspection reports for each facility based on the model that transit uses for the FTA requirements. Each City building will receive Quarterly inspections-these inspections will aid in long term capital planning and maintenance costs.

1. Transit Facilities: Monthly maintenance inspection completed and minor repairs made.
2. Library Facilities: Monthly maintenance inspection completed and minor repairs made.
3. Police Facilities: Monthly maintenance inspection completed and minor repairs made.
4. MSC: Ongoing minor repairs, Waiting for manufacturers inspection for the roof.
5. Fire Department: Ongoing repairs and projects across all fire stations.

Transit Maintenance & Electric Vehicle (EV) Program

For the month of May, the Maintenance staff completed the following projects:

1. Continued success with the Public EV chargers
2. All Service intervals met.



DECATUR ILLINOIS POLICE DEPARTMENT

2026 May Monthly Report

To: Mayor Julie Moore-Wolfe
City Council Members
City Manager Melissa Hon

From: Chief Brad Allen

CHIEF'S OFFICE / ADMINISTRATIVE OPERATIONS DIVISION

Sworn Police Officer Staffing

Police Chief	1
Deputy Chief	3
Lieutenant	4
Sergeant	19
Patrol Officer	121
TOTAL	148

Budgeted (Authorized) 139 (154)

Non-deployable: Officers at Academy or in FTO 20

Non-deployable: Officers on Injury Status 4

Retirements/Resignations Expected Next Month 0

Civilian Employee Staffing

Executive Assistant	1
Crime Analyst	2
Records Clerk	2
Records Supervisor	1
Parking Enforcement	2
Digital Forensic Examiner	2
Police Support Officer	2
Police Support Specialist	1
FOIA Specialist	2
TOTAL	15

Freedom of Information (FOIA) Requests

Month: 180 **YTD:** 1,185

DECATUR ILLINOIS POLICE DEPARTMENT

2026 May Monthly Report

PATROL DIVISION

Community Engagement

	Amount	YTD
Community Meetings	9	35
Directed Patrols	77	539
Active Problem Oriented Policing Projects	0	0
Completed Problem Oriented Policing Projects	0	0

General Patrol Activity

	Amount	YTD
Calls for Service/CAD Incidents	4,440	20,394
Criminal Arrests	343	1,787
Felony Drug Arrests	22	159
Firearms Seized	16	113
Field Interviews	256	762
City Ordinance Arrests	28	78
Unlawful Use of Motor Vehicles	82	505

Traffic Accidents

	Amount	YTD
Traffic Accidents	179	836
Fatal Accidents	1	3
Personal Injury Accidents	45	176

Traffic Enforcement

	Amount	YTD
Traffic Citations	394	2,163
Written Warnings	310	1,761
Parking Citations	277	1,582

Traffic Targeted Enforcement Stats

	Amount	YTD
Driving Under the Influence (DUI) Arrests	13	74
DUI's Involving Accidents	5	30
Electronic Communication Device Stops	6	60
Speeding Stops	113	692

DECATUR ILLINOIS POLICE DEPARTMENT

2026 May Monthly Report

INVESTIGATIONS DIVISION

Street Crimes Drug Seizures / Activity

Drug	Amount		YTD	Price	Street Value
Cannabis	55	grams	5,121	\$10 / gram	\$51,210
Cocaine - Powder	29	grams	157	\$100 / gram	\$15,680
Cocaine - Crack	7	grams	83	\$100 / gram	\$8,290
Heroin	4	grams	17	\$300 / gram	\$5,160
Ecstasy	3	hits	3	\$20 / hit	\$60
Meth	69	grams	297	\$50 / gram	\$14,865
K2/Pills	0	pills	6		

	Amount	YTD
Search Warrants	3	22
Currency Seized	\$1,806	\$21,423
Firearms Seized	3	38
Vehicles Seized	0	1
Arrests	11	75

Detective Activity

	Amount	YTD
New Cases Assigned	137	730
Closed/Resolved Cases	72	434
Criminal Arrests	36	245
Homicides	1	4
Infant Death Investigations	0	0
Suicide Investigations	0	3
Missing Person Investigations	11	30
Computer/Cell/Tech Exams	85	486

U.S. Marshals Great Lakes Task Force

	Amount	YTD
Felony Arrests	12	53
Misdemeanor Arrests	1	1
TOTAL	13	54

	Amount	YTD
Sex Offender Registrations	109	593

**Public Works Department
Monthly Report
May 2026**

Engineering:

Oakland and Grand Sewer Separation Project (Basin 5/6):

Month Activity: The work concluded on Rt 48, and the road was opened. The storm sewer was also installed on King, Park, McClellan, and Marietta west of Rt 48. The work will focus on the east side of Rt 48 in June.

Project Background: The project was designed by AECOM and advertised by Engineering Staff on December 17, 2024, with bids received February 11, 2025. Entler Excavating of Decatur provided the lowest responsible bid, and the contract was awarded by the City Council on February 18, 2025, pending a loan received by the IEPA. The City received the loan from the IEPA Late March allowing for the project to be awarded to Entler. Work was completed in separate area north of Grand Ave (Basin 6), paving is scheduled for November.

Allen Bend Pump Station Replacement

Month Activity: The existing pump station was completed with the site restored. All work is complete.

Project Background: The project was designed and advertised by Engineering Staff on April 9, 2025, with bids received April 30, 2025. Burdick Plumbing and Heating provided the lowest responsible bid, and the contract was awarded by the City Council on May 19, 2025.

2025 Storm Drainage Improvement Projects:

Month Activity: All work is complete.

Project Background: The project was designed and advertised by Engineering Staff on

September 27, 2025, with bids received October 8, 2025. A&R Services provided the lowest responsible bid, and the contract was awarded by City Council on October 20, 2025.

2025 Street Restoration Project:

Month Activity: The work was completed on East Ash in May; Franklin is expected to be completed in June.

Project Background: The project was designed and advertised by Engineering Staff on October 1, 2025, with bids received October 22, 2025. Dunn Company provided the lowest responsible bid, and the contract was awarded by City Council on November 3, 2025. Work is expected to start in November.

2025 Trenchless Long Lining Repairs:

Month Activity: Precleaning and televising concluded in May. The lining is expected to start in June.

Project Background: The project was designed and advertised by Engineering Staff on November 26, 2025, with bids received December 17, 2025. SAK Construction provided the lowest responsible bid, and the contract was awarded by City Council on January 5, 2026. Work is expected to start in March.

South Taylorville Rd Water Main Replacement:

Month Activity: The contractor provided submittals and procured the materials in May. The work is expected to start in June.

Project Background: The project was designed by Clark Dietz, Inc and advertised by Engineering Staff on February 11, 2026, with bids received March 5, 2026. A&R Services provided the lowest responsible bid, and the contract was awarded by City Council on March 16,

2026. The work is expected to start in May.

Grand and Condit Stormwater Pump Station Electrical Improvements:

Month Activity: The Contractor provided the shop drawing for review and approval.

Project Background: The project was designed by Clark Dietz, Inc and advertised by Engineering Staff on February 4, 2026, with bids received March 4, 2026. Commercial Electric Inc provided the lowest responsible bid, and the contract was awarded by City Council on March 16, 2026. The start date is currently unknown until the shop drawings for the electrical equipment are approved and the manufacturer provides the estimated ship date. Electrical equipment currently has long lead times.

Northeast Watermain Extension – Boyd Rd to Cundiff:

Month Activity: Work started with the potholing of existing utilities and the installation of water main north of Interstate 72.

Project Background: The project was designed by Clark Dietz, Inc and advertised by Engineering Staff on February 25, 2026, with bids received March 25, 2026. Burdick provided the lowest responsible bid, and the contract was awarded by City Council on April 6, 2026. The work is expected to start in June.

Galvanized Water Service Line Replacement

Month Activity: The City submittal all paperwork is awaiting the loan agreement from the IEPA.

Project Background: The project was designed by CDM Smith, Inc and advertised by Engineering Staff on February 17, 2026, with bids received March 25, 2026. Burdick provided the lowest responsible bid, and the contract was awarded by City Council pending IEPA loan

funding on April 20, 2026.

2026 Local MFT Street Restoration Project:

Month Activity: Work started with the mill and overlay of Northbrook, Montgomery, and Bonhomme. Work will continue in June.

Project Background: The project was designed and advertised by Engineering Staff on February 25, 2026, with bids received March 18, 2026. Dunn Company provided the lowest responsible bid, and the contract was awarded by City Council on April 6, 2026. The work is expected to start in May.

**MUNICIPAL SERVICES MONTHLY DATA
MAY 2026**

ASPHALT	QUANTITY	HOURS	OTHER INFO
Dura Patcher (spray)	225 patches	105	
LS Replacement Asphalt	71.30 sq yds	35	
Milling / Asphalt	0 sq yds	0	
Miscellaneous / Asphalt	0	59	
Pothole Patch / Repair	1,666 patches	193	
Street Repair / Asphalt	327.50 sq yds	122.50	
CONCRETE	QUANTITY	HOURS	OTHER INFO
Miscellaneous / Concrete	0	229.50	
SS Utility Cuts / Curb & Gutter	0 linear ft	0	
SS Utility Cuts / Driveway	0 sq yds	0	

SS Utility Cuts / Pavement	0 sq yds	0	
SS Utility Cuts / Sidewalk	0 sq ft	0	
Water Dept Cuts / Curb & Gutter	42 ln ft	25	
Water Dept Cuts / Driveway	22.60 sq yds	44.67	
Water Dept Cuts / Pavement	143.35 sq yds	191.38	
Water Dept Cuts / Sidewalk	18.70 sq ft	14.25	
LS Replacement Sidewalk	311.00 sq ft	77	
LS Replacement Pavement	3.00 sq yds	22.50	
LS Replacement Driveway	5.30 sq yds	18	
LS Replacement Curbs/Gutters	0 ln ft	0	
DOWNTOWN PARKS	QUANTITY	HOURS	OTHER INFO
Downtown Maintenance		214 Regular / 4 HC	
Flowerbed Maintenance		25.50	
Fountain		50	
Special Events / Downtown Parks		12 OT	
Downtown Parks		46	
ELECTRICAL	QUANTITY	HOURS	OTHER INFO
Miscellaneous / Electrical		0	
Service Calls / Other Departments		0	
Street Light Maintenance		85 Regular / 2 OT	
Traffic Signal Repair		204 Regular / 33.50 OT / 29 HC	
Warning Siren Maintenance		23	

FLEET	AVAILABILITY	BILLABLE HOURS	OTHER INFO
Fleet Tasks	96.22%	646.59	
FORESTRY	QUANTITY	HOURS	OTHER INFO
Miscellaneous		61 Regular / 3 HC	
Mowing City Lots		0	
Mowing City Property / ROW		281.50 Regular / 6 HC	
Mowing City Property / State ROW		96.50	
MSC Maintenance		54 Regular / 1 HC	
New Tree Care & Maintenance		4.5	
Pesticide Application		0	
Storm Damage Clean-up		54.50 Regular / 8 OT / 4 HC	
Stump Removal	7	38 Regular / 7 HC	
Tree Removal	325 (inch diameter)	151 Regular / 4.5 HC	
Tree Trimming	59	114.50 Regular / 11.50 HC	
Tree Planting	0	0	
PARKING	QUANTITY	HOURS	OTHER INFO
Mail Delivery		29	
Parking Lots/Garage Maintenance		14	
Parking Meter Collection		18	
Parking Meter Repair		10.50	
Special Projects / Parking		3.50	
STREET MAINTENANCE	QUANTITY	HOURS	OTHER INFO

Alley Grading	12,950 linear ft	100.5	
Catch Basin / Dewatering	0	400.25 Regular / 14 HC	
Catch Basin / Pumped	108	61	
Catch Basin / Repaired	1	8	
Culvert / Installed	55 linear ft	23	
Culvert / Jetted	60 linear ft	6	
Ditch / Cleaning	481 linear ft	46.5	
Sanitary Sewers / Miscellaneous	0	0	
Storm Sewer / Jetted	0 linear ft	0	
Storm Sewer / Repaired	5	46	
Sanitary Back-up / Jetted	5,601 linear ft	28 Regular / 12 OT	
Sanitary Manholes / Pumped	1	2	
Sanitary Manholes / Repaired	0	0	
Sanitary Sewers / Cleaned	12,285 linear ft	39	
Sanitary Sewers / Jetted	146 linear ft	2	
Sanitary Sewers / Roots	14,919 linear ft	45	
Sanitary Sewers / Repaired	0	0	
Street Cleaning / 3 rd Shift	39.6 miles	25	
Street Cleaning / County Roads	0 miles	0	
Street Cleaning / Neighborhoods	49.1 miles	256	
Street Cleaning / Priorities	0 miles	0	
Street Cleaning / State Routes	84.70 miles	54.5	

TRAFFIC	QUANTITY	HOURS	OTHER INFO
Decals Made	153	6.70 Regular / 7 HC	
Miscellaneous Traffic Control		36 Regular / 3 HC	
Mowing Entry Signs		0	
Signs / Installed	89	117 Regular / 11 HC	
Signs / Made	89	67 Regular / 66 HC	
Signs / Repaired	142	143 Regular / 36 HC	
Striping / Paint	0 feet	0	
Striping / Tape	0 feet	0	
Symbols / Paint	0	0	
Symbols / Thermoplastic	0	0	
Traffic Control (set up & removal)		46	
VIOLATION RESPONSE	QUANTITY	HOURS	OTHER INFO
72-hour / Clean-Up	101	230 Regular / 85 HC	
CBO Travel		16.5 Regular / 5 HC	
Home Secures	20	42.5 Regular / 11.50 HC	

**Water Production Division
Monthly Report
May 2026**

DeWitt County Wellfield Improvements: INTERA Inc. drafted the preliminary engineering report last year, and the remaining preliminary design is in progress. This will include conceptual design for an aeration system and pump station that would be needed if a pipeline were installed

from the site to provide for industrial growth in the City's Northeast Quadrant. The site has also received a grant from Intel Corporation for a design of a state-of-the art edge computing system which would optimize all factors related to well operation, including groundwater levels, demand, weather, and electrical supply from a solar powered well field. This project will be featured in the WaterSmart Innovations conference held by the American Water Works Association in September 2024.

Lake Decatur Landscape Maintenance: This year's project location will be Route 51 road embankment adjacent to Lake Decatur around the dam. The project went for bid and will be completed for \$37,500 by Oak Brothers Tree Care and Removal LLC. The project is to be completed by November 1, 2024.

Lake Decatur Water Level: Lake Decatur ended the month of June at a water level of 614.10, which is the same level as 2023.

Lake Decatur Watershed Management Plan:

- USDA RCPP \$9.88M grant completed the 2024 ranking by funding 31 out of 51 applications (60%) and contracts are being signed by farmers to enact those practices in their farming operations.
- 2022 IEPA Section 319 \$250K grant is 85% completed.
- 2023 IEPA Section 319 \$350K grant application continues to be evaluated by IEPA. A notice of award is anticipated.
- 2024 Section 319 grant application was submitted May 15, 2024, to IEPA.
- Lake Decatur Watershed Farmland Conservation Program has cost shared on 5,800 feet of waterway and starting on a 3.0-acre pond adjacent to the lake in July.
- Staley Basin Watershed Project is designed, and next steps is bidding of the project.

Northwater Consulting continued operating the watershed water quality monitoring network, planning to construct high priority BMPs and operationalizing the Spatial Watershed Assessment and Management Model (SWAMM). City staff continued meeting with farmers and landowners to evaluate erosion and nutrient runoff concerns, design BMPs for this year, manage upcoming projects in the Lake Decatur Watershed Protection Program and review the draft 2023 water quality monitoring report recently completed by Northwater Consulting.

Nelson Park Boat Ramps Preliminary Study: Martin Engineering has submitted completed construction specifications. The City has applied for a Boat Access Area Development Program Grant (BAAD) through the Illinois Department of Natural Resources (IDNR) which we will find out in January of 2025 if awarded. The City will plan to advertise for construction bids next year.

Oakley Sediment Basin Drainage Improvements: Lourash and Mahannah Excavation has started the drainage project and has completed 80% of the project.

South Water Treatment Plant East Clarifiers to Claricones Conversion: Plocher Construction has completed 99% of this project. Final completion will occur in mid-2024 due to an extended delivery date for the installation of two valve actuators.

Vulcan Pit, Rhodes Landfill and Source Water Protection Plan: The pipeline project from the existing Vulcan water mine near the sludge lagoons was put out to bid on May 8, 2024, and a pre-bid meeting was held on May 29, 2024. The bidders indicated that additional information about underground conditions would be needed for the specialty drilling contractors to accurately bid the Sangamon River crossing. Accordingly, a geotechnical investigation will be completed during the month of July 2024, and the revised bid opening date is August 28, 2024.

Water Production: Continued assisting with the completion of the South Water Treatment Plant claricone construction project and electrical improvements project design. 619.50 million gallons (MGD) of potable water were pumped into the water distribution system which is in the typical range for the month of June. In June 2022 and June 2023, the production was 609.65 MGD and 624.06, respectively.

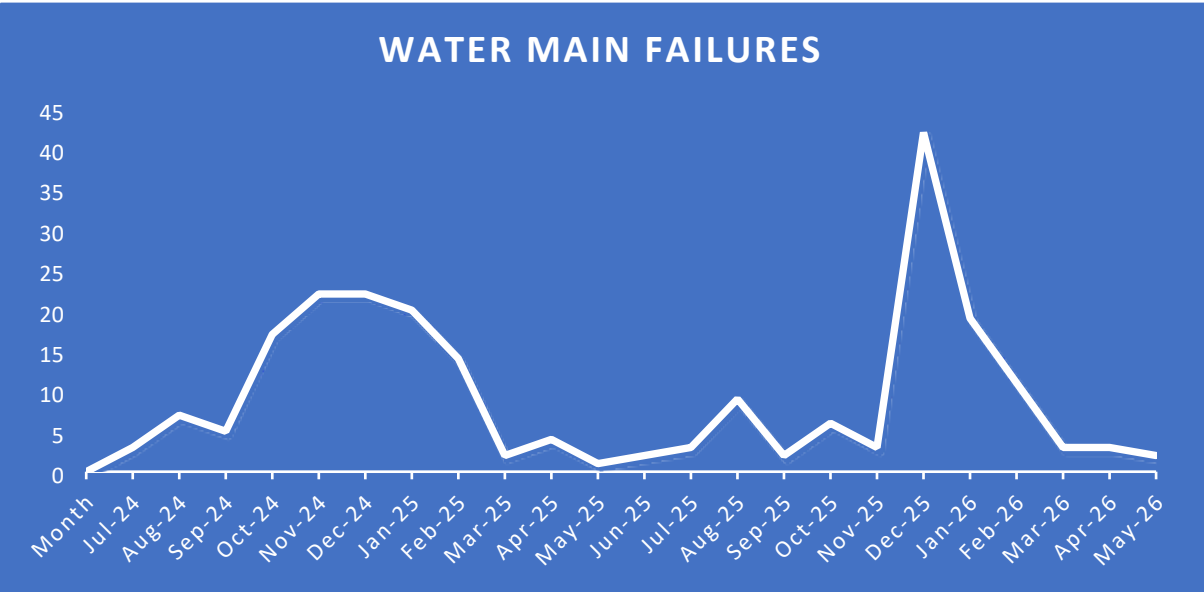
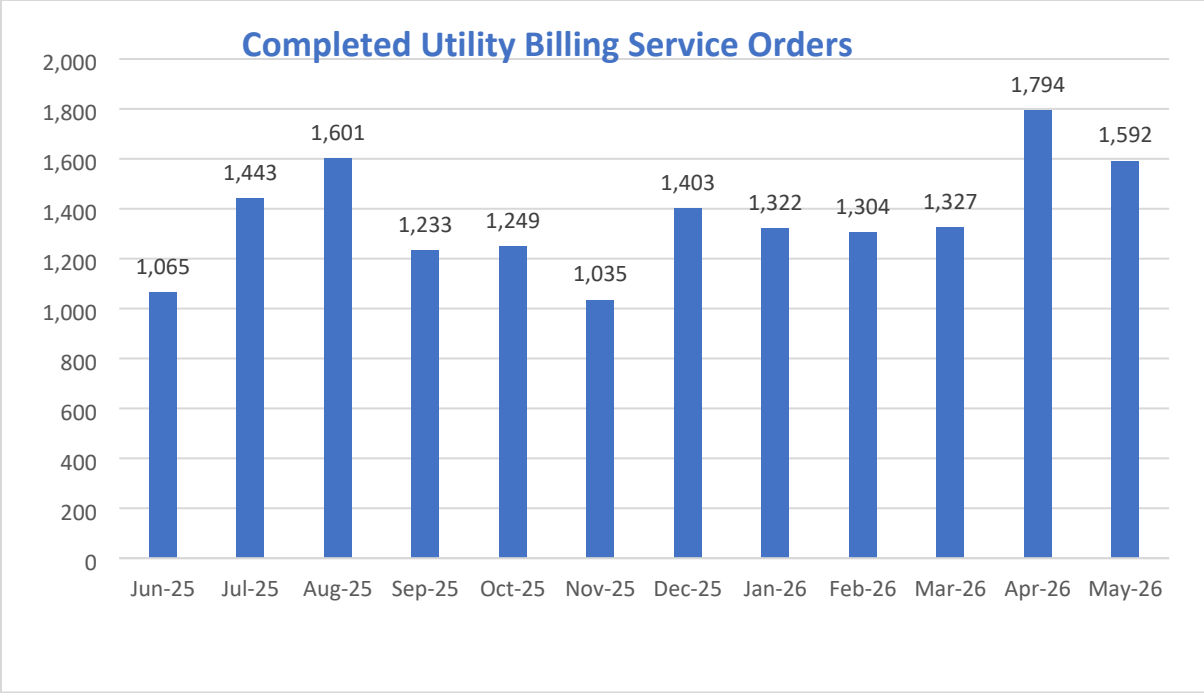
Performance Outcomes:

1. Meet or exceed the federal and state drinking water standard for turbidity, chlorine and nitrate. All these standards were met or exceeded this month.
2. Monitor safety on Lake Decatur by recording the number of boat accidents and boat operating under the influences (OUIs) on the lake annually. No accidents or OUIs occurred this month.
3. Reduce the amount of sediment accumulating in the lake annually. City staff are reviewing the recently received draft Year 3 Tributary Monitoring Summary from Northwater Consulting which includes sediment accumulation.

May 2026

Water Services:

Water Services staff repaired 2 water main failures, 8 water services, 6 fire hydrants, 1 control valve, 1 valve box and inspected 18 system control valves and 2 fire hydrants. Completed 61 miscellaneous distribution system orders and 1,592 Utility Billing service orders. For 2026, water customers utilized the City's Cost Share Replacement Program to assist in the cost for the replacement of 19 galvanized water services.



Monthly Report on Priorities and Projects
Information Technology Department
Fiscal Year 2026
May
IT Operations

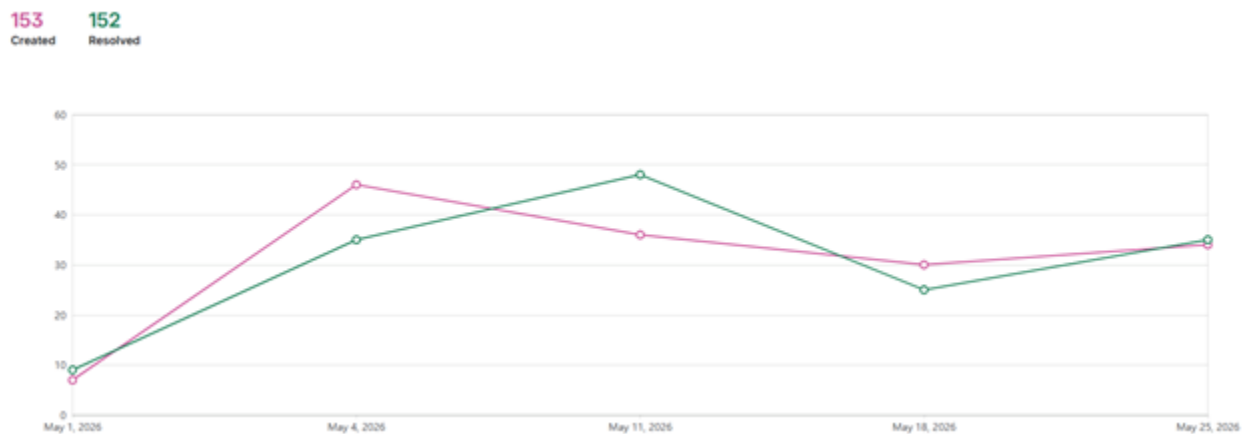
Outages

No significant outages occurred during this time frame.

Client Systems

A forced reinstall of endpoint manager across all workstations improved compliance numbers, resulting in a 30% increase over the previous reporting period. Additionally, we are investigating changes to our security update and patching practices, adopting a direct-from-vendor approach. This will reduce our target surface and allow us to be more proactive to new threats rather than reactive. Updates will still be performed during a scheduled maintenance window, and upcoming patches will be documented to ensure proper change control.

Incident and Service Requests



Note: The time scale is grouped by week.

In May, 153 tickets were created, and 152 were resolved, continuing the current trend of backlog elimination. 97 tickets were resolved on the first contact, resulting in a First Call Resolution (FCR) rate of 63%, down from the previous reporting month. The current backlog stands at 73.

In the Jira Service Management test environment, we have established templates for service requests and incident tickets; however, the built-in workflow is unnecessarily complicated for an enterprise of our size. It is possible that the application toolset we have acquired, JIRA, which is designed for larger and more complex organizations, is beyond our current and foreseeable future needs and that our time would be better spent with a scaled-back system or approach.

Deflection

In IT Service Management, the deflection rate measures how many potential service or incident requests are corrected or resolved at the user level without the involvement of an IT member. A high deflection rate is associated with higher uptime, greater user satisfaction in the

computing environment, and faster return-to-service times. These items all directly impact labor-hour reductions for IT staff and reductions in “idle labor” hours for non-IT staff waiting for the resolution of an incident or service request.

The IT department currently does not track deflection, nor does it have the necessary measures in place to encourage user self-resolution, such as self-help guides and how-to documentation. We are developing a city-employee-facing IT department SharePoint site that will feature self-help documentation and a search function. Currently, we are focusing on:

- Releasing documents from custom boxes on Kyocera printers
 - Nearly done, trying to use VNC to get better screenshots of the printer panel
 - Paired with documentation for us on how to create custom boxes in a printer's admin portal and set up the user's local spooler to send documents to them
- Fixing multiple accounts logged into Office apps.
 - Complete
- Correcting the bug in Edge, which affects loading ArcGIS layers from the local server
 - Complete

IDOT

System Administrators assisted members of the City Engineering department in correcting an issue where time-sensitive emails were not auto-generated from a city application to the State office. Working with the IDOT personnel, it was discovered that the database being used at the city (provided by IDOT) that generates emails could not be received by the IDOT system. The workaround was that city staff now manually forward the email to IDOT for processing.

Other items not individually addressed

- 2.50 Labor hours for FOIA requests.
- 7 Account Creation and Archival requests.
- Code Enforcement — continued working on separating Invoicing / Liening part of Code Enforcement to add functionality to the Debt Collection application.

Projects

Human Resources Information System (HRIS)

The IT Department, along with partners from HR and Finance, has begun developing requirements to submit a Request for Proposal to the market for an HRIS. The current process and system are largely paper-based with several points of manual entry in disparate systems. This increases the risk due to human error.

Part of this pursuit requires HR, Finance, and IT to map business processes related to HR, such as onboarding, offboarding, and employee updates. This practice is incredibly beneficial to any organization, regardless of sector.

Geographic Information System (GIS)

Recently, the IT Department hired an Enterprise GIS Coordinator, correcting a skills gap that had become an obstacle in city modernization efforts. Already, the GIS coordinator has corrected two years of missing patches and updates, caught up on much-needed maintenance, and established monitoring. Additionally, the GIS Coordinator has presented the department director with a prioritized approach for correcting and building better GIS architecture within the city enterprise.

Novotx

This is an application that the Public Works department recently received approval to implement in the City's IT Environment, replacing a bespoke application for work order management. After implementation, it will increase oversight and reporting capabilities over city assets.

Implementation is still in the early phases, focusing on identifying first-wave user access and conducting a GAP analysis for integration with the vendor. IT has supplied the necessary server and exchange information and has assigned personnel to oversee and provide support. We are currently prepping the historical data from the current applications for transfer into the Novotx platform. This is a SaaS application with minimal IT on-premises support needed after implementation. No concerns at this time.

Endeavor to Improve

Cross-Training and Teaching

In April, IT personnel were tasked with identifying one skill to teach a colleague, with demonstrations required at the next department meeting. This aims to build resilience by reducing reliance on niche expertise, lowering the risk of single points of failure, though expert knowledge remains essential.

Client Systems technicians were taught Power Automate scripting by the director, and Help Desk, in turn, were taught the cell phone provisioning process. While these are small steps, they increase resilience and reduce dependence on individual personnel.

Reducing The Cost of Information

IT Department has developed an employee-facing department page within SharePoint. This page displays information about outages and scheduled maintenance and provides quick links to open a ticket, request an account modification, and access self-help documents.

The City has multiple enterprise-level applications and systems, including the Office 365 suite and OneDrive. Many of these tools are underutilized simply because city staff are unaware of their existence or how to use them. IT is attempting to address that through communication, education, and by adopting the technology ourselves.



DECATUR FIRE DEPARTMENT
MEMORANDUM
2026-11

June 11, 2026

TO: Melissa Hon, Interim City Manager

FROM: Neil Elder, Fire Chief

RE: Monthly Report – May 2026

Call Volume & Operational Activity

During the month of May, the Decatur Fire Department responded to 1,161 calls for service, bringing the year-to-date total to 4,722 incidents. Of these, 160 were classified as fire-related responses year-to-date, with 41 fire incidents occurring during the month of May.

The department responded to the following incidents during May:

- Fire: 41
- Hazardous Situations: 49
- Medical Incidents: 752
- No Emergency/Good Intent Calls: 186
- Public Service Calls: 131
- Rescue Calls: 2

By comparison, during the same five-month period in 2025, the department responded to a similar overall volume; however, fire incidents in 2026 continue to trend higher than the previous year.

Incident Type Primary Category 1 (filIncident.03)	2026					Grand Total - Current
	Jan	Feb	Mar	Apr	May	
fire	33	36	50	41	35	195
hazardous situation	32	34	48	49	46	209
medical	794	761	830	752	881	4,018
no emergency	178	145	200	187	205	915
public service	143	120	146	131	159	699
rescue	8	1	4	2	5	20
Grand Total	1,188	1,097	1,278	1,162	1,331	6,056

Busiest Companies in May	
Engine 1	286
Engine 3	278
Engine 5	238
Engine 6	202
Engine 4	170

The department continues to make progress on the transition to a new Records Management System (RMS). Administrative staff continue working closely with Information Technology personnel and the First Due RMS implementation team to ensure a successful transition by the targeted July 1, 2026, implementation date.

In addition, administrative staff are collaborating with the Central Illinois Regional Dispatch Center (CIRDC) regarding the potential implementation of an automated voice dispatch system. This technology is expected to improve the speed, consistency, and clarity of dispatch communications to responding companies.

Other ongoing initiatives include continued updates and revisions to department Standard Operating Procedures, as well as continued improvements to training facilities and training props to enhance operational readiness and firefighter training.

Staffing

One recruit has successfully graduated from the Illinois Fire Service Institute Fire Academy and has returned to shift operations. The department currently maintains staffing levels of 106 personnel, with an authorized staffing strength of 109.

In addition, five firefighters have successfully completed the Advanced EMT course and are currently scheduled to take the State examination for licensure. The addition of these personnel will continue to strengthen the department's advanced EMS capabilities and improve service delivery to the community.

The application period for firefighter positions has now closed. The department received approximately 150 applications for the position of firefighter. The written examination process is scheduled for the week of May 18, 2026, with interviews and the establishment of an eligibility list anticipated later this summer.

Fire Prevention

In the month of May, the Fire Prevention Division conducted 95 Fire & Life Safety Inspections. The Fire Prevention Division conducted 9 Fire Investigations. The Prevention Division installed 3 Residential Key Boxes and 4 smoke alarms. The Fire Prevention Division continues to strengthen its Investigation Bureau through training and adding resources and relationships with other agencies.

Inspections – 95

Public Relations/Programs/Committees

- Inspector Jones – National Night Out Committee
- Inspector Johnson – Boat Races Meetings
- Inspector Stevens – TRC Committee, Electrical Commission

Fire Investigations – 9 Building Fires

Training – Vector Solutions Online Training

Smoke Alarms – 4

Key Boxes – 3

Public Complaint – 0





Training

Fire:

Forcible Entry:

- This month, all department members completed forcible entry training at Fire Station #2. This training teaches our firefighters how to safely and efficiently gain access to buildings when normal entry points are locked, blocked, or damaged. During the training, members practiced using specialized tools and techniques to open doors, gates, and other barriers while minimizing property damage whenever possible.



Probationary Firefighter Training:

- Several crews worked with their probationary firefighters to complete tasks in their probationary firefighter task books. These task books require our new firefighters to complete a series of basic, regularly used skills during their 1-year probationary period. Completion of these skills allows their company officers and department administration to evaluate their progress throughout the period. It also gives them the sets and reps that they cannot get during Academy.

Special Operations:

Dive:

- Dive team members conducted additional training to prepare for the boat races in June. During this training, team members took the skills they learned in the pool in March and worked on those skills in the MCLETC pond. Training focused on how to rescue drivers from the cockpit of race boats and safely bring them to shore.



EMS:

12-lead ECG:

- All department members completed online training on performing and reading 12-lead electrocardiograms (ECGs). The online training is the first of several steps in our upgrade of cardiac monitors, which will allow the department to provide better treatment during cardiac, respiratory, and other medical emergencies. Cardiac monitors are one of the most important tools our firefighters have when responding to EMS calls for assistance.

Grants:

- The department received notification that we were selected to receive a \$24,850 Small Equipment Grant from the Office of the State Fire Marshal. This grant, once approved by council, will purchase 6 rapid intervention team (RIT) air packs and 6 search ropes for the department. The equipment will increase the safety and capabilities of our crews, while replacing outdated equipment still in use.