**Monday, December 2, 2024**
**5:30 PM**
**City Council Chamber**

# CITY COUNCIL AGENDA

**I.** Call to Order

1. Roll Call
2. Pledge of Allegiance

**II.** Appearance of Citizens

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

**III.** Approval of Minutes

Approval of Minutes of November 18, 2024 City Council Meeting

**IV.** Unfinished Business

**V.** New Business

1. Resolution Authorizing Collective Bargaining Agreement for Pay and Benefits - AFSCME Council 31 and Local 268, General Service Employees
2. Public Hearing in the Matter of the 2024 Tax Levy
3. An Ordinance Levying Property Taxes for the City of Decatur, Illinois for the Purpose of Raising Revenue to Meet Certain Necessary Expenses of the City for the Fiscal Year Beginning January 1, 2025, and Ending December 31, 2025 (7% Option)
4. An Ordinance Levying Property Taxes for the City of Decatur, Illinois for the Purpose of Raising Revenue to Meet Certain Necessary Expenses of the City for the Fiscal Year Beginning January 1, 2025, and Ending December 31, 2025 (6% Option)
5. An Ordinance Levying Property Taxes for the City of Decatur, Illinois for the Purpose of Raising Revenue to Meet Certain Necessary Expenses of the City for the Fiscal Year Beginning January 1, 2025, and Ending December 31, 2025 (5% Option)

6. Resolution Authorizing a Professional Engineering Services Agreement with Burns & McDonnell Engineering Company, Inc., to Provide Engineering Services for Asset Management System Selection Assistance, City Project 2024-32
7. Resolution Authorizing Real Estate Purchase Agreement City of Decatur, Illinois the Good Samaritan Inn, an Illinois Not-For-Profit Corporation Vacant Properties Generally Located South of West Grand Avenue, East of North Edward Street, West of North Union Street and North of West Packard Street
8. Resolution Authorizing Real Estate Purchase Agreement Andrew R. Weatherford and Josie D. Luedke-City of Decatur, Illinois-412 S. Franklin Street
9. City Manager Update
10. 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 Annexing Territory 3433 North Taylor Avenue
    B. Ordinance Annexing Territory 2250/2270 South Shores Drive
    C. Resolution Accepting the Bid from Eric Vieback & Son Excavating & Trucking Inc., for the Lake Decatur North Wetland Project
    D. An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2014 Series Bonds
    E. An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2015 Series Bonds
    F. An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2016 Series Bonds
    G. An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2018 Series Bonds (6% or 7% Option)
    H. An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2018 Series Bonds (5% Option)
    I. An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2019 Series B Bonds
    J. An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2019 Series Bonds (7% Option)
    K. An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2019 Series Bonds (6% Option)
    L. An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2019 Series Bonds (5% Option)
    M. An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2020 Series Bonds
    N. An Ordinance Abating the Property Tax Levy for the City of Decatur,

Illinois for General Obligation 2022 Series Bonds

O. An Ordinance Dissolving the Special Tax Allocation Fund and Terminating the Designation of the City of Decatur Olde Towne Tax Increment Redevelopment Project Area within the City of Decatur, Macon County, Illinois

P. Resolution Approving Appointment - Library Board of Trustees

**VI.** Other Business

**VII.** Adjournment

**SUBJECT:** Approval of Minutes of November 18, 2024 City Council Meeting

**ATTACHMENTS:**

| Description | Type |
| --- | --- |
| Minutes of November 18, 2024 City Council Meeting | Backup Material |

CITY COUNCIL MINUTES
Monday, November 18, 2024

On Monday, November 18, 2024, the City Council of the City of Decatur, Illinois, met in Regular Meeting at 5:30 p.m., in the Council Chamber, One Gary K. Anderson Plaza, Decatur, Illinois.

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

Mayor Moore Wolfe called for a motion to allow Councilman Kuhle to participate remotely through electronic attendance pursuant to Open Meetings Act, 5 ILCS 120/7(a).

Councilwoman Gregory moved to allow Councilman Kuhle to participate remotely through electronic attendance pursuant to Open Meetings Act, 5 ILCS 120/7(a), seconded by Councilman Culp.

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

City Manager Tim Gleason attended the meeting as well.

Mayor Moore Wolfe led the Pledge of Allegiance.

Mayor Moore Wolfe called for Appearance of Citizens.

The following citizens provided comments to the Council: Luke McKenzie, Ayn Owens, James Taylor, Derrick Bradshaw and Anthony Chapple.

Council members responded to citizens' comments concerning the property tax levy.

The minutes of November 4, 2024, City Council Meeting were presented. Councilwoman Gregory moved the minutes be approved as written; seconded by Councilman Culp and on call of the roll, Council members Dennis Cooper, Lisa Gregory, Pat McDaniel, David Horn, Chuck Kuhle, Ed Culp and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the motion carried.

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

City Manager Gleason presented the Treasurer's Financial Report.

Ms. Ruby James, Director of Finance, spoke about General Fund revenues and expenses and answered questions from Council members.

Mayor Moore Wolfe called for a Public Hearing at 6:11 p.m. in the matter of the 2025 budget.

Ms. Ayn Owens commented on the proposed 2025 budget.

Mayor Moore Wolfe declared the Public Hearing closed at 6:15 p.m.

2024-165 An Ordinance Adopting the Fiscal Year 2025 Budget and Appropriating Monies for the Purpose of Defraying the Expenses of Departments and Funds of the City of Decatur, Illinois for the Fiscal Year Beginning January 1, 2025 and Ending December 31, 2025, was presented. Councilwoman Gregory moved the Ordinance do pass, seconded by Councilman Culp.

City Manager Gleason gave an overview of the Ordinance.

Ms. Ruby James, Director of Finance, spoke about changes to the proposed 2025 budget and provided a summary on how ARP funds were spent.

Council members provided feedback on the proposed 2025 budget and spoke about staffing levels and the property tax levy.

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

R2024-347 Resolution Accepting the Bid of Municipal Emergency Services (MES) for the Purchase of Five (5) Scott Air-Pak X3 Pro Self-Contained Breathing Apparatus (SCBA) and Seven (7) Scott SCBA Cylinders, was presented. Councilwoman Gregory moved the Resolution do pass, seconded by Councilman Culp.

Mr. Jeff Abbott, Fire Chief, gave an overview of the Resolution.

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

R2024-348 Resolution Authorizing a Behind the Meter Solar Project for the Decatur Public Library Building, was presented. Councilwoman Gregory moved the Resolution do pass, seconded by Councilman Culp.

Mr. Jon Kindseth, Deputy City Manager, gave an overview of the following two Resolutions as they both related to solar projects.

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

R2024-349 Resolution Authorizing a Behind the Meter Solar Project for the William Street Pump Station, was presented. Councilwoman Gregory moved the Resolution do pass, seconded by Councilman Culp.

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

R2024-350 Resolution Authorizing Execution of a Professional Services Agreement for the City of Decatur Safe Streets and Roads for All Comprehensive Safety Action Plan, was presented. Councilwoman Gregory moved the Resolution do pass, seconded by Councilman Culp.

Ms. Lacie Elzy, Director of Transportation, gave an overview of the Resolution and answered questions from Council members.

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

R2024-351 Resolution Authorizing Execution of a Purchasing Order between the City of Decatur, Illinois and Paul Tree Farms LLC for Tree Installation Contract, was presented. Councilwoman Gregory moved the Resolution do pass, seconded by Councilman Culp.

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

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

There being no City Manager Update, Mayor Moore Wolfe called for Consent Agenda Calendar Items A. through N. and asked if any Council member wished to remove an item from the Consent Agenda Calendar. No Council member requested to remove an item from the Consent Agenda Calendar. The Clerk read Items A. through N.:

R2024-352 Item A. Resolution Authorizing a Third Amendment to Intergovernmental Cooperation Agreement with Decatur Metropolitan Exposition, Auditorium and Office Building Authority Regarding Solar Canopy Projects
R2024-353 Item B. Resolution Authorizing Consent to Assignment Agreement for the Solar Project at the Decatur Civic Center
2024-166 Item C. Ordinance Annexing Territory 3120 Kathy Court
2024-167 Item D. Ordinance Annexing Territory 3105 Turpin Road
R2024-354 Item E. Resolution Authorizing an Agreement with Tele-Scan, Inc. for the Annual Sewer Inspection Program, City Project 2025-19
R2024-355 Item F. Resolution Authorizing a Three-Year Professional Services Agreement with Pace Analytical Services for Water Treatment Laboratory Services

R2024-356 Item G. Resolution Authorizing a Contract with USIC Locating Services, LLC for Facility Locating and Marking Services
R2024-357 Item H. Resolution Authorizing Agreement with U. S. Department of Housing and Urban Development (HUD) HOME Investment Partnership Funds (HOME) FY2024
2024-168 Item I. Ordinance Amending Planned Development District and Rezoning Property from R-2 Single Family Residence District to PD Planned Development Located at 3350 and 3236 North MacArthur Road
R2024-358 Item J. Resolution Authorizing Action Regarding Unsafe Structures
Item K. Receiving and Filing of Minutes of Boards and Commissions
R2024-359 Item L. Resolution Approving Appointment - Zoning Board of Appeals
R2024-360 Item M. Resolution Approving Reappointments - Decatur Metropolitan Exposition Auditorium and Office Building Authority (Civic Center Board)
R2024-361 Item N. Resolution Authorizing Payment of the 2025 Central Illinois Regional Dispatch Center Invoice -- User Fees for the Decatur Police Department and Decatur Fire Department

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

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

Council members held a discussion regarding Decatur’s water supply.

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

Mayor Moore Wolfe declared the regular Council meeting adjourned at 7:15 p.m.

Approved ______________
Kim Althoff
City Clerk

**SUBJECT:** Resolution Authorizing Collective Bargaining Agreement for Pay and Benefits - AFSCME Council 31 and Local 268, General Service Employees

**ATTACHMENTS:**

| Description | Type |
| --- | --- |
| Memo | Cover Memo |
| Resolution | Resolution Letter |
| Contract | Backup Material |
| Contract Red-Line Version | Backup Material |

November 26, 2024

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

**FROM**: Tim Gleason, City Manager
French Wilson, Director of Human Resources

**SUBJECT:** Resolution Authorizing Collective Bargaining Agreement for Pay and Benefits-AFSCME Council 31 and Local 268, General Service Employees.

**SUMMARY RECOMMENDATION:** It is recommended that the City Council approve a new collective bargaining agreement with AFSCME Local 268, General Service Employees for a period starting January 1, 2025, and ending December 31, 2028.

**BACKGROUND:** The current AFSCME contract expires on December 31, 2024. Therefore, for the past several months, city staff have been negotiating with the union for a new contract. The union was very receptive to the City's request to add language and/or update other language that would allow "The City" to continue to meet its operational needs. In exchange, the union requested a change in residency and an increase in the base compensation for position(s) that are difficult to fill. The recommended collective bargaining agreement was approved in a formal vote and passed with a wide margin by the union membership.

The contract covers a period of (4) four years, beginning on January 1, 2025, and continuing through December 31, 2028. The contract provides for a cost-of-living increase of 4% for each year.

**RESOLUTION NO. R2024- __________**

**RESOLUTION AUTHORIZING COLLECTIVE BARGAINING AGREEMENT FOR PAY AND BENEFITS – AFSCME COUNCIL 31 AND LOCAL 268**
**GENERAL SERVICE EMPLOYEES**

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

Section 1. That the Collective Bargaining Agreement presented to the City Council herewith between the City of Decatur and Council 31, American Federation of State, County and Municipal Employees, on behalf of AFSCME representing non-management, non-sworn public safety positions and non-exempt employees in the Public Works Department, Finance Department, Economic and Community Development Department and the Police Department for salary and benefits be, and it is hereby, received, placed on file, and approved.

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

PRESENTED, PASSED, APPROVED AND RECORDED this 2nd day of December 2024.

______________________________
JULIE MOORE WOLFE, MAYOR

ATTEST:

______________________________
KIM ALTHOFF, CITY CLERK

# COLLECTIVE BARGAINING AGREEMENT

between

# A. F. S. C. M. E. LOCAL 268

and the

# CITY OF DECATUR, ILLINOIS

January 1, 2025

through

December 31, 2028

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# AGREEMENT

## A.F.S.C.M.E. LOCAL 268

## CITY OF DECATUR, ILLINOIS

## January 1, 2025 to December 31, 2028

This Agreement has been made and entered into by and between the City of Decatur, Illinois (hereinafter referred to as the "City"), and the American Federation of State, County and Municipal Employees, AFL-CIO, Council 31 for and on behalf of Local 268 (hereinafter referred to as the "Union").

## PREAMBLE

In order to establish harmonious employment relations through a mutual process, to provide fair and equitable treatment to all employees, to achieve full recognition for the value of employees and the vital and necessary work they perform, to specify wages, hours, benefits, and working conditions, and to provide for the prompt and equitable resolution of disputes, the parties agree as follows.

## ARTICLE I

## GENERAL

**Section 1.** This Agreement is entered into for the purpose of promoting harmonious relations between the City and the Union, the establishment of an equitable and peaceful procedure for the resolution of differences, and to promote the morale, rights, privileges and well-being of the employees of the city.

**Section 2.** The employees of the City shall regard themselves as employees of the public and are to be governed by the highest ideals of honesty and integrity in all their public conduct and in their personal conduct insofar as the same might reflect upon them or their representation as public employees in order that they may merit the respect and confidence of the public which employs them and which they serve.

**Section 3.** The City recognizes the Union as the sole and exclusive bargaining representative for the purposes of establishing wages, hours and conditions of employment for all regular, full-time employees in the classifications listed in Exhibit A.

**Section 4.** The classifications or job titles listed in Exhibit A are for descriptive purposes only. Their use is neither an indication nor a guarantee that these classifications or titles will continue to be utilized by the City.

**Section 5.** A regular, full-time employee is an employee who is not a probationary employee, and who works a regular duty week of forty hours or more, excluding temporary or seasonal employees, and also excluding those employees whose services are performed as part of an unemployment work-relief or work training program assisted or financed in whole or in part by any Federal agency or an agency of the State of Illinois.

**Section 6. Temporary Employees** - Nothing contained herein shall preclude the City from hiring temporary employees due to leave, illness or other extraordinary circumstance, or as seasonal employees. Such temporary employees shall not be entitled to any of the benefits outlined herein, except statutory benefits as provided by law. The City will not engage temporary employees in bargaining unit positions for more than 1,000 hours per calendar year. This limitation can be extended in individual situations by mutual consent of the City and the Union.

## ARTICLE 2

## PLACE OF RESIDENCE

**Section 1.** Persons appointed to positions in the classified service shall reside within 50 miles of the corporate limits of the City of Decatur Upon original appointment, an appointee may reside outside said limits but shall be required as a condition of continued employment to comply with said residency requirement no later than ninety (90) days after the completion of said appointee's probationary period.

## ARTICLE 3

## UNION SECURITY

**Section 1.** The City agrees to deduct from the pay of those employees who individually request it any and all of the following: union membership dues, assessments or fees, P.E.O.P.L.E. contributions, union sponsored health and welfare plan contributions. If any employee does not have a check coming to him, or such check is not large enough to satisfy said deductions, no deduction shall be made from the wages or salary of such employee for that month.

**Section 2.** Upon receipt of an appropriate written authorization from an employee, such authorized deductions shall be made in accordance with law. The aggregate deductions of all employees and a list of their names, addresses and last four digits of their social security numbers shall be remitted at least semi-monthly to the Union at the address designated in writing to the Employer by the Union. The Union shall advise the Employer of any increase in dues or other approved deductions in writing at least thirty (30) days prior to its effective date.

**Section 3.** The Employer shall honor employee's individually authorized deduction forms and shall make such deductions in the amounts certified by the Union for union dues, assessments, or fees and P.E.O.P.L.E contributions. Authorized deductions shall continue until revoked by the employee in accordance with the terms under which an employee voluntarily authorized said deductions and applicable laws.

**Section 4.** The Union shall indemnify the City and any department of the City and hold it harmless against any and all claims, demands, suits or other forms of liability that may arise out of, or by reason of, any action taken by the City or any department of the City for the purpose of complying with the provisions of this Article.

## ARTICLE 4

## INTERRUPTION OF DUTY

**Section 1.** While this Agreement is in effect it is understood that there shall be no strike, lock out, slow down, unauthorized absenteeism or interruption of duty or other interference with the efficient operation of the city service.

## ARTICLE 5

## HOURS OF DUTY

**Section 1.** The regular hours of duty each day shall be consecutive except that they may be interrupted by a lunch period and even if so interrupted, such lunch period shall be disregarded in considering whether or not such hours are consecutive.

Employees shall neither be permitted nor mandated to work more than sixteen (16) consecutive hours. Employees who work sixteen (16) consecutive hours shall be provided a minimum eight (8) hour off-duty rest period immediately thereafter. This provision supersedes all other provisions of the Collective Bargaining Agreement relating to hours of duty and overtime. This provision may be temporarily suspended by mutual agreement between the City and the Union for good cause.

**Section 2.** (a) The normal duty week may consist of five (5) consecutive eight (8) hour duty days Monday through Friday inclusive, or, with the consent of the department director and the employee or employees involved, four (4) ten (10) hour duty days during the period Monday through Friday, except for employees in continuous operations, parking enforcement officers, persons assigned to the Information Technology (IT) Department, and persons assigned to a unit in the Police Department. Employees in continuous operations in the Water Production Division shall have a duty week consisting of five (5) consecutive eight (8) hour days followed by at least two (2) consecutive days off; such employees may elect to utilize an accumulated holiday or vacation day when a third consecutive day off is scheduled.

(b) The City may establish new shifts, within the limitations provided in this Section. Employees within job classifications in the affected department which have been assigned to a new shift shall be permitted to volunteer for such assignment to any new shift. Such employee requests shall be honored in order by seniority; such opportunity to volunteer for assignment to such new shift shall be offered to employees not less frequently than once per fiscal year, and more senior employees may bump less senior employees there from. The City shall assign employees to a new shift after all eligible employees have had an opportunity to volunteer for assignment thereto. When a new shift has been so established and staffed, as herein provided, the City may transfer employees of the same classification between and among all shifts within the affected department if it finds that any shift, as staffed, does not contain sufficient seniority among the employees thereof to operate in the best interests of the City; provided that, the City may not so transfer any employee from a new shift until all employees in the same classification and on the same new shift, with less seniority, have been transferred. The City cannot create new shifts solely to avoid payment of overtime.

**Section 3.** Except during periods when snow and ice control shifts are in operation, employees shall be scheduled to serve on a regular duty shift which has a regular starting and quitting time.

**Section 4.** (a) A snow and ice control shift is a scheduled duty day in excess of eight (8) hours called for the purpose of snow or ice control during periods of heavy or expected heavy snowfall or ice accumulations.

(b) A snow and ice control shift may be ordered by the Municipal Services Manager or his/her designee when, in his opinion, snow or ice is accumulating, has accumulated or is expected to accumulate on the public streets at such depths or at such a rate that around-the-clock snow or ice control operations are necessary until the public streets are clear and the period of accumulation is ended.

(c) The City shall not use or call snow and ice control shifts for the purpose of avoiding or circumventing payment for overtime.

(d) Three lists of employees shall be established with preference being determined by seniority, during the month of November to be designated A, B and FM shifts for the purposes of snow and ice control shifts and ordinary snow and ice control overtime. Employees of like positions on the A and B lists shall be allowed to trade positions on said lists during the year subject to the approval of the Department Director, which approval shall not be unreasonably withheld.

(e) For purposes of snow and ice control, the following two shifts are recognized: 11:00 a.m. to 11:00 p.m., and 11:00 p.m. to 11:00 a.m. The first shift of employees called to duty for a snow and ice control shift, whether it be the 11:00 a.m. to 11:00 p.m. shift or the 11:00 p.m. to 11:00 a.m. shift, shall be given the opportunity to work all regularly scheduled hours during the duty day on which the snow and ice control shift was worked as well as the hours required for the snow and ice control shift.

(f) If the snow and ice control shifts have been canceled prior to or during the second shift of employees called to duty during the first 24 hours of said shifts, whether it be the 11:00 a.m. to 11:00 p.m. shift or the 11:00 p.m. to 11:00 a.m. shift, said second shift of employees shall work a minimum of eight hours and be given the opportunity to work no more than twelve hours. On the last snow and ice control shift, the employee may request to leave after eight (8) hours. Permission shall be granted based on operational necessity.

(g) Employees may be called to report to duty for a snow and ice control shift within two hours of the regularly scheduled starting time of said shift. Employees may be held over for up to two hours at the end of a snow and ice control shift if the snow and ice control shifts have been canceled prior to the end of such shift but additional snow and ice control is needed or desired.

(h) Employees shall be called for voluntary or emergency snow and ice control overtime, as opposed to snow and ice control shifts, in the order of seniority as they appear on lists A and B established herein according to the time during which the necessity for reporting for overtime duty arises. The City may call an employee to report to duty for voluntary or emergency snow and ice control overtime within two hours of the regularly scheduled starting time of the A or B list to which such employee belongs. The City may not work any employee in excess of two hours beyond the regular quitting time of said employee's A or B list.

(i) An employee shall be told when being called for overtime for snow and ice control purposes whether such is for voluntary or emergency overtime or whether a snow and ice control shift has been called.

(j) Scheduling of Fleet Maintenance personnel for snow and ice control shifts shall be as follows:

Fleet Maintenance personnel (except the Parts Person) shall be called for shifts per Article 5, Sections 4 (a) through (i) above, with the following exceptions. Fleet Maintenance personnel shall be called for overtime on a rotating basis, a minimum of 2 mechanics per shift, except that no employee shall be made to work more than sixteen (16) hours including his/her regular shift when the regular duty day falls within the overtime period. If the Parts Person/Dispatcher is unavailable, mechanics will be permitted to obtain parts directly from the parts room, provided they document the parts obtained and the equipment on which the parts are used.

The Parts Person shall be permitted to select, during the month of November, the snow and ice control shift, either 11:00 am to 11:00 p.m. or 11:00 p.m. to 11:00 a.m., he/she prefers to work for the duration of the snow and ice control season. If no preference is expressed, the Fleet Supervisor shall make a shift assignment for the Parts Person.

(k) During a twelve-hour shift, available mechanics will be distributed between the two twelve-hour shifts.

**Section 5.** Duty schedules showing the employee's respective shifts, duty days, rate of pay and hours shall be posted in each departmental office.

**Section 6.** Employees engaged in continuous operations are those employees engaged in an operation for which there is regularly scheduled employment 24 hours each day of the week. Hours of duty of employees in classified service assigned to continuous operations shall be established so that the average weekly duty hours in any year, other than hours during which such employees are necessarily summoned to or kept on duty, shall not exceed 40 hours.

**Section 7.** Employees shall be granted a lunch period during each duty shift as near as practicable at the middle thereof which said lunch period shall not exceed one hour.

**Section 8.** (a) The City and the Union agree that the regular hours of duty for the Municipal Services Division positions listed in Exhibit B shall be from 7:00 a.m. to 3:30 p.m. Regular hours of duty for the Water Services Division positions listed in Exhibit B shall be 7:00 a.m. to 3:30 p.m.

(b) With regard to employees whose position was scheduled to work a regular duty day of 8:00 a.m. to 5:00 p.m., the City may, with the employee's consent, reschedule such employee provided that said hours of duty do not commence prior to 7:00 a.m. nor terminate later than 7:00 p.m.

(c) With regard to employees whose position was scheduled to work a regular duty day of eight consecutive hours, with 1/2 hour of paid time for lunch, the City may reschedule such employee such that said employee is required to work 8 1/2 consecutive hours, with 1/2 hour unpaid for lunch.

(d) An employee may be held over beyond the quitting time of his/her regular shift to complete task(s) currently in progress. An employee working in non-emergency situations and held over beyond the quitting time of his/her regular shift will be allowed a reasonable absence to attend to personal business provided that reasonable accommodations can be made. Employees returning to work under this section are not considered to be called back.

(e) The City may create a second shift limited to garage and vehicle maintenance employees running from 1:30 p.m. to 10:00 p.m. A minimum of two (2) employees will be assigned to second shift garage and vehicle maintenance shifts, and employees assigned to this shift shall receive an hourly wage that is $1.50 per hour greater than whatever their regular shift rate of compensation would be. Fleet maintenance employees shall be permitted to volunteer for such assignment to the second shift in order of seniority. The City shall assign employees to the new shift beginning with the employee with least seniority and working upward after all eligible employees have had an opportunity to volunteer for assignment thereto.

## ARTICLE 6

## SALARIES AND WAGES

**Section 1.** The annual rate of pay for each step and grade of the pay plan as set out in Exhibit C for the respective classified positions as listed under Article 1 shall be effective January 1, 2025and shall represent a four (4.00%) increase over wages paid for contract year 2024.

**Section 2.** (a) The annual rate of pay for each step and grade of the pay plan for the respective classified positions in effect January 1, 2026, shall be as per Exhibit D, and shall represent a four (4.00%) increase over wages paid as of January 1, 2025.

**Section 3.** (a). The annual rate of pay for each step and grade of the pay plan for the respective classified positions in effect January 1, 2027, shall be as per Exhibit E, and shall represent a four (4.00%) increase over wages paid as of January 1, 2026.

Section 4. (a). The annual rate of pay for each step and grade of the pay plan for the respective classified positions in effect January 1, 2028, shall be as per Exhibit F and shall represent a four (4.00%) increase over wages paid as of January 1, 2027.

**Section 5.** (a) Any regular, full-time employee (external or employee coming from a position not represented by this CBA) hired shall commence service at the lowest step provided in the schedule of pay grades for such classification. Advancement from a lower step to a higher step for grades A through F shall be based upon attainment of at least a fully acceptable rating on the employee's performance evaluation. In no case shall advancement from any step for any employee who has completed his/her probationary period be withheld for more than one (1) year from the earliest possible date for such advancement.

**Step Schedule**

| Service Time | Step |
|---|---|
| **Start** | **P1 (1)** |
| **3 months** | **P2 (2)** |
| **6 months** | **A (3)** |
| **1 year** | **B (4)** |
| **2 years** | **C (5)** |
| **3 years** | **D (6)** |
| **4 years** | **E (7)** |
| **5 years** | **F (8)** |

(b) If an existing employee moves to a different position and starts at Step P2 (2), employee will remain at this step for 6 months and be in Step A (3) for 6 months before eligible for Step B (4). Employee will be at Step B (4) for 1 year, and yearly step increases will occur thereafter on anniversary date of new position until employee tops out at Step F (8).

If an existing employee moves to a different position and starts at Step A (3), employee will remain at this step for 1 year before eligible for Step B (4). Employee will be at Step B (4) for 1 year, and yearly step increases will occur thereafter on anniversary date of new position until employee tops out at Step F (8).

If an existing employee moves to a different position and starts at Steps B-F (4-8), employee will stay at that step for 1 year before eligible for next step increase. Yearly step increases will occur thereafter on the anniversary date of new position until employee tops out at Step F (8).

**Section 6.** When an employee is temporarily assigned to generally perform the duties of a classified position which is assigned a higher wage or salary in said pay plan than the classified position regularly occupied by said employee, such employee for the time he/she is so temporarily assigned shall be paid the wage or salary of the position to which such employee is temporarily assigned. Further this provision shall not apply if the duties so performed are in connection with the training program such employee is engaged in. When an employee has been assigned as herein described for a period in excess of 120 total days, within the term of this Agreement, the Human Resources Department shall examine the situation and report to the City Manager as to whether said position or positions should be reclassified.

**Section 7.** The City may offer employees the option of participation in a "cafeteria plan," as permitted by Section 125 of the Internal Revenue Code. Participation by any employee shall be on a voluntary basis.

**Section 8.** (a) Effective May 1, 2000, all employees who have been employed for five (5) or more years will be eligible for Incentive Pay. Incentive Pay will be calculated on the basis of credits accumulated according to the following schedule:

| | |
|---|---|
| Employees with 25 to 59 credits | $150/yr. |
| Employees with 60 to 89 credits | $300/yr. |
| Employees with 90 to 119 credits | $450/yr. |
| Employees with 120 to 149 credits | $600/yr. |
| Employees with 150 to 179 credits | $750/yr. |
| Employees with 180 or more credits | $900/yr. |

**Types of Credit** - Credits will be earned in accordance with the following schedule:

| | |
|---|---|
| For each year of service | 5 credits/yr. |
| For the number of continuous years from the present with no preventable job injury(ies) | 1 credit/yr. |
| For the number of continuous years from the present with no preventable vehicle accident(s) | 1 credit/yr. |
| For the number of continuous years from the present with no absences per year | 1 credit/yr. |
| For the number of continuous years from the present with no disciplinary action(s) | 1 credit/yr. |

| | |
|---|---|
| For each credit earned toward a baccalaureate or graduate degree at an accredited college or university | 1 credit |
| For each new certification earned for a job-related skill (not involving CEUs or college credits) | 1 credit |
| For each continuing educational unit (CEU) earned for a job-related skill | 1 credit |

Payment - Incentive Pay will be determined semiannually and will be paid pro rata bi-weekly.

Suspension of Payment - In the event of an employee's leave of absence for either a duty-related or non-duty-related injury, illness or disability, Incentive Pay shall continue to be earned by the employee, but payment shall be suspended after day thirty (30) of the leave, for the duration of the leave, for the purpose of facilitating the employee's receipt of Illinois Municipal Retirement Fund (IMRF) disability benefits; i.e. continuation of service credits, pension protection, and eligibility for death benefits. All incentive payments earned while the employee is on a qualified leave of absence shall be payable upon the employee's return to duty, on the following regular bi-weekly payroll cycle. In the event the employee is not released to return to duty, the accrued incentive pay shall be disbursed with the employee's final pay.

(b) A premium will be paid annually at the end of the fiscal year per the following schedule to any employee who maintains and uses for the City's benefit the following certification(s) for any portions of that fiscal year:

Certified Pesticide Applicator - $300
Certified Pesticide Operator - $150
IEPA Certified Drinking Water Supply Operator – Class D - $300
Class A Commercial Driver's License (CDL) - $300
Certified Forklift Trainer - $300
Certified CDL Trainer - $300

The premium for the water supply operator license applies only to employees in the Water Distribution Section and to Engineering Technicians in the Engineering Division of the Public Works Department.

**Section 9.** For purposes of administering this agreement, a crew in the Public Works Department is defined as two employees working as a group, one of which is a Crew Chief, or three or more employees working together as a group, one of which is either a Crew Chief or an employee receiving out of classification pay as a Crew Chief. For this section, the term "employee" includes seasonal and temporary employees.

## ARTICLE 7

## OVERTIME

**Section 1.** (a) Those employees paid on an hourly basis shall be paid one and one-half times the respective employee's regular hourly rate for all authorized hours worked over forty in any work week. Upon agreement between the employee and his/her supervisor, an employee shall be eligible to receive compensatory time off at the rate of time and one-half for all authorized overtime hours worked rather than pay. If such leave is not taken during the fiscal year, as required herein, the employee shall be compensated for such overtime during the first full pay period of the following fiscal year, by separate direct payroll deposit. Use of earned compensatory time shall be limited to no more than eighty (80) hours per employee in any fiscal year. Overtime hours worked beyond that shall be paid at the overtime rate, and not eligible for conversion to compensatory time. Overtime will not be based on time worked in excess of the normal 8 hour shift, but only on hours in excess of 40 per work period. Approved earned compensatory time, sick leave, vacation, holiday, funeral and emergency leave of which the employee is paid will be counted toward the 40 paid duty hours per week. The work period begins Monday and ends Sunday.

(b) Overtime shall be scheduled by seniority lists in each section(s) of each division(s) of each department before requesting other sections, divisions or departments fill vacant overtime slots, except for special events or community emergencies.

(c) For the purpose of scheduling overtime for special events, the City shall prepare a call-in-list ("list") of employees who are able to work the overtime necessary to clean the areas of such events. This list shall be made up of employees from:

| **Department** | **Division** | **Section** |
|---|---|---|
| Public Works | Municipal Services | Streets & Sewers, Forestry, Traffic |
| Public Works | Water Services | Water Distribution |
| Public Works | Water Production | Lake |

The City and the Union further agree that employees shall be listed in the order of their hire-in seniority without respect to Department, Division or Section. The following job classifications shall be eligible for special events overtime:

| | |
|---|---|
| Crew Chief | Equipment Operator |
| Water Meter Repairer | Service Worker |
| Water Service Technician I | Water Service Technician II |

(d). Snow and ice emergency shall mean any snow or ice event in the city of Decatur, Illinois for which municipal mitigation and removal efforts are required and for which an inadequate number of City employees are available to meet the need for overtime demand through either voluntary or compulsory means. For the purpose of scheduling overtime for snow and ice control on City streets, the City shall prepare a call-in-list ("list") of employees who are able to work the overtime necessary. This list shall be made up of employees from:

| **Department** | **Division** | **Section** |
|---|---|---|
| Public Works | Municipal Services | Streets & Sewers, Forestry, Traffic |
| Public Works | Water Production | Lake |

The City and the Union further agree that employees shall be listed in the order of their hire-in seniority without respect to Department, Division or Section. The following job classifications shall be eligible for snow and ice control overtime. A commercial driver's license (CDL) is required for all persons assigned to this overtime.

| | | |
|---|---|---|
| Crew Chief | Service Worker | Equipment Operator |

(e) When a snow and ice emergency continues after Public Works Department supervisors secure personnel from the Municipal Services Division and the Lake Section of the Water Production Division by either voluntary or compulsory overtime, said supervisors will offer overtime for snow and ice control to employees on the then-current voluntary call-in list of the Water Distribution Section of the Water Services Division.

When a snow and ice emergency continues after Public Works supervisors execute the actions listed above, said supervisors will offer snow and ice control duty to individuals on the City's approved call-in list of temporary employees (a.k.a. "snow birds").

When a snow and ice emergency continues after Public Works Department supervisors execute the actions listed above, said supervisors will compel employees of the Water Distribution Section of the Water Services Division to work the hours required for the snow and ice emergency.

In the event that a snow and ice emergency continues after all the above steps have been executed, nothing herein shall preclude the Traffic Section of Municipal Services who hold valid commercial driver's licenses, and then other sources (such as private contractors and mutual aid) to ensure adequate response to the snow and ice emergency.

It is recognized by the parties that Water Distribution Section employees, as employees expressly covered by Article 7, Section 1 (d), are subject to the rights and obligations enumerated in Article 7, Section 3 of this CBA including subsections (a) through (j).

**Section 2.** An employee recalled to duty, as distinguished from an employee held over beyond the quitting time of his regular shift, shall receive overtime pay for the time actually served but for not less than a minimum of two hours; provided, however, that such two hour minimum shall not apply if the time said employee is to report for recall duty is within one hour or less of the commencing time of such employee's regular shift.

**Section 3.** Overtime duty shall be voluntary and an employee who declines overtime shall not be discriminated against, provided that overtime duty required because of an emergency, or mandatory training, shall not be voluntary but will be served by the employee when directed.

(a) All employees represented by the bargaining unit who are subject to call for emergencies to provide essential services are required to have personal telephones as a condition of employment.

(b) Department directors will designate the job classifications within each department for which personal telephones for emergency calls will be required. "Personal telephones" include home telephones and personally owned cellular telephones.

(c) All employees represented by the bargaining unit in designated classifications will provide personal telephone numbers to the department director. Failure to comply with this requirement will be grounds for disciplinary action.

(d) Each employee represented by the bargaining unit will provide to the City a telephone number for his/her personal telephone for the purpose of call-ins. Each employee may provide to the City an additional telephone number, to be used in like manner. Telephone numbers so provided will be maintained in service 24 hours per day, 7 days per week.

(e) All departments will verify with employees, at least annually, that the telephone numbers provided are actually in service.

(f) All off-duty employees represented by the bargaining unit in designated classifications shall respond to telephone calls from their supervisors or designee made for the purpose of recalling employees to work for snow and ice control overtime and emergency water system repair overtime, as described herein. Calls outside of regular work hours from Public Works Department supervisors or designee during the period of November 1 through the following March 31 shall be made when necessary, for the purpose of recalling employees to work for snow and ice control overtime and emergency water system repair overtime. Employees shall be permitted two (2) instances of not responding to such calls without penalty during this period. Non-response to subsequent calls shall be considered "substandard work" and shall be grounds for disciplinary action, in accordance with current policies and the AFSCME Collective Bargaining Agreement.

(g) Employees represented by the bargaining unit may make prior arrangements with their supervisors for occasional planned absences from work, which could preclude response to call-ins. In such instances, employees shall be exempt from discipline, as well as for sick-leave in instances where medical documentation, as defined by contract, is provided.

(h) The City will call those employees represented by the bargaining unit in designated classifications that are on vacation, and such employees may voluntarily accept work assignments.

(i) The City will provide to all affected employees a list of all telephone numbers from which the City may call.

(j) If employees provide the City two (2) telephone numbers at which they can be reached, the City will call both telephone numbers when attempting to contact employees, and will leave a message at each number called, provided there is an answering machine, voice mail, or other means available for doing so.

**Section 4.** Overtime for position classifications to which overtime is assigned other than continuous operations for water production and by persons assigned to the Information Technology (IT) Department will be served by seniority on a rotating basis. Lists will be established based on seniority and overtime will be assigned to the most senior person on the list. For purposes of voluntary overtime only, an employee may request in writing to be omitted from the overtime list. Such employee may subsequently be reinstated to such list by request in writing. The supervisor will attempt to contact each person on the list in succession. If they cannot be contacted, refuse overtime duty or cannot report for duty, they will be passed and the next person contacted. This procedure will be used until the list is expired and then overtime assignment will rotate to the bottom name on the list, working upward.

Those specific tasks involving overtime for which only specific individuals are qualified will be assigned to only those individuals according to seniority lists established as herein described. The determination of the qualifications of an employee for a specific task will be made by the employee's department director based on said employee's experience and observed capabilities. In cases where all employees in the position classification are qualified all such employees will be placed on the list.

For purposes of opening blocked sewers, two lists of employees qualified for and desiring such overtime may be established, one such list consisting solely of qualified Crew Chiefs and Equipment Operators to act as lead persons, and the other list to consist solely of qualified Service Workers to act as helpers. In the event that fewer than five (5) names are on the helper list, qualified Service Workers who have passed their six (6) month probationary period, and have the lowest seniority, shall be directed to be on said list, but only so many as will bring the total number of names on said list to five (5). In the event that fewer than five (5) names are on the lead person list, qualified Equipment Operators with the lowest seniority may be placed on said list but only so many Equipment Operators as will bring the total number of names on said list to five (5). Any Equipment Operator who works overtime as a lead worker for the purpose of opening blocked sewers shall be paid premium pay amounting to ninety cents (.90) per hour for each hour said overtime is worked. Such premium pay will not be paid if a foreman or supervisor is on duty for the period such foreman or supervisor is on duty. The Director of Public Works will determine the qualifications of employees for placement on either list, and seniority will be departmental seniority. The most senior employee on each list will remain at the top of such list for one week then rotate to the bottom while the next most senior employee occupies the top of such list for one week, and so forth. During the week that an employee is first on such list, such employee will be in on-call status pursuant to Departmental regulations and will be required to accept all sewer blockage overtime assigned during said period, except for reasons of illness or for other good cause shown. If additional employees are needed for said sewer calls, such employees shall be called in the order that they appear on said lists. Upon approval of the MSC Manager or designee, an employee may arrange for another employee (from the lead person or helper seniority list, but if none available from the applicable list, then any qualified employee of the Municipal Services Division) to cover for portions of their duty week, such arrangement being without consideration for seniority. Such approval by the MSC Manager shall not be unreasonably withheld.

**Section 5.** (a) Except as expressly otherwise provided in this Agreement, overtime shall be subject to department rules and regulations.

(b) For the purposes of this article, a regular full time qualified employee, in the position classification in which overtime is needed, shall be offered overtime before a temporary employee is offered same.

**Section 6.** There shall be no duplication or pyramiding in the computation of overtime or other premium wages, and nothing in this Agreement shall require the payment of overtime or other premium pay more than once for the same hours worked.

**Section 7.** If a list is established, by express contractual provision or otherwise, which provides that an employee whose name has rotated to the top of such list shall accept all overtime assignments for a specific week, such employee may notify his or her supervisor that he or she does not wish to accept such overtime assignments for that week. In such case, the City shall contact the next employee on such list – that is, the employee scheduled to accept overtime assignments for the following week – and request that such employee accept overtime assignments for the subject week. The City shall proceed in this manner until an employee agrees to accept such overtime assignments for said week. The employee originally scheduled for said week shall forfeit his or her right to work overtime assignments that week; the employee who accepts such assignments shall remain entitled to work all overtime assignments for the week for which he or she was originally scheduled. If all employees refuse to accept such assignments, overtime for that week will be assigned as provided elsewhere herein in the absence of overtime lists established on a weekly basis.

**Section 8.** Employees assigned to telephone other employees for the purpose of requesting or ordering said other employees to report for overtime duty, and who are required to make such telephone calls during other than regularly assigned duty hours, shall be paid Five Dollars ($5.00) for each such incident of overtime regardless of the number of employees required to work.

**Section 9.** The City and the Union agree that:

(a) No Information Technology (IT) Department employee will be required to be placed in "on call" status.

(b) Once each quarter, IT Department bargaining unit employees will be afforded an opportunity to volunteer to be placed on a roster for "on call" status and to carry a pager. IT Department bargaining unit employees who elect not to so volunteer will not be eligible for any scheduled overtime for the duration of the quarter in question.

(c) Employees who volunteer for "on call" status, but who fail to respond to a page or call during such status, will not be subject to discipline; provided that, such employee has notified his or her immediate supervisor of any change in status prior to having been called for duty.

(d) A minimum of four (4) hours of overtime pay shall be paid to any employee who is designated as on call. Overtime hours worked would be counted toward the four (4) hours.

## ARTICLE 8

## SENIORITY

**Section 1.** Except as defined elsewhere in the contract, seniority shall, for the purposes of the agreement, be defined as an employee's continuous length of service since the date of acceptance with the City in a position covered by this agreement. Seniority for full-time employees is determined by their ranking on the Civil Service register when more than one individual begins employment in the same classification on the same day.

**Section 2.** A classified employee who takes a non-classified position shall have his/her classified seniority stop. If the non-classified employee returns to the classified service, his/her seniority will continue less the time spent in the non-classified position.

## ARTICLE 9

## VACANCIES, PROMOTIONS, TRANSFERS AND ASSIGNMENTS

**Section 1.** Vacancies in the classified service of the City shall be filled and promotions in said service made according to city ordinance, the rules of the Civil Service Commission and the Civil Service Laws of the State of Illinois for Cities as modified herein. Vacancies shall be filled from the following sources, in order from first to last, unless superseded by express agreement between the parties:

1. reinstatement registers (other than for those seeking reinstatement after resignation),
2. employees' transfer requests (per Section 9 of this Article),
3. employees' responses to transfer opportunities,
4. promotional registers,
5. reinstatement registers for those seeking reinstatement after resignation, and
6. eligible (entry level) registers.

On the reinstatement registers, the group of employees or any employee reduced in rank, removed from the classified service, or furloughed without pay shall rank above the group of people or any person seeking reinstatement after a leave of absence from the classified service. Among a particular group of people seeking reinstatement for the same reason, order on the reinstatement register shall be determined on the basis of seniority.

**Section 2.** Vacancies in classifications covered by this agreement shall be posted on all bulletin boards for a period of at least five (5) business days over a two-week period. Any bargaining unit employee may apply for a position; however, they must be qualified and eligible in order to be considered for selection.

**Section 3.** Vacancies shall be filled based upon an individual's qualifications, experience, knowledge, skills and ability to perform the work in question without additional training. Determination of said criteria shall be made by a combination of written, practical and oral examination as determined by the Civil Service Commission. Said process shall generate a percentile score. Applicants shall be ranked according to their scores. All applicants attaining a score of seventy percent (70%) or more shall be considered eligible for the position. One-half (1/2) seniority point shall be given for each year of seniority to a maximum of 10 points. The sum of the percentile score and the seniority points shall determine an applicant's final position on the Civil Service register. Seniority points shall be calculated as of the date of the application deadline.

**Section 4.** In the event no bargaining unit employees apply or are qualified to perform the work in question, the City may select an external applicant.

**Section 5.** The City shall notify the Union of any proposed changes in the rules of the Civil Service Commission not less than thirty (30) days prior to the consideration and adoption of said change by the Commission. The City shall furnish the president of the union for use by the union and those in classified positions for which it is the bargaining unit a compilation of the position descriptions in use by the City and the Civil Service Commission of the city. When such descriptions are changed, a copy of the changes shall be furnished to said president.

**Section 6.** Employees taking Civil Service promotional examinations shall have the right to review their answers and scores on all portions of such exams.

**Section 7.** No vacancy will be filled while any classified employee in the same or previously certified title is on a layoff status.

**Section 8.** As used in this agreement, a transfer shall be considered to be a permanent assignment of an employee to the same position classification in a department or division or section other than the one in which the employee is serving at the time the transfer takes effect.

**Section 9.** An employee requesting a transfer shall notify his/her supervisor, department director and the Human Resources Department in writing on a form provided by Human Resources. The form shall be Human Resources Department Form 2-1-62, and may be altered upon union/management agreement. Such requests for transfers shall expire on December 31 of the year in which they are submitted and must be renewed by the employee if transfer is still desired thereafter.

**Section 10.** If a vacancy exists, an employee may transfer from one department or division or section to another within such employee's current classification, with the approval of the employee's department director. Transfers will be made on the basis of seniority. Requests for transfer must be for reasons other than the elimination of jobs. In no case shall bumping occur because of a transfer. For purposes of this section, a vacancy is defined as a circumstance in which a Request for Personnel has been approved by the City Manager.

**Section 11.** Any employee transferred must successfully complete a three (3) month probationary period before the transfer is final. An employee who does not complete the probationary period shall be returned to his/her original department, division or section. During the first month of the probationary period an employee will, upon request, be returned to his/her original department, division or section. Return requests after the first month will only be considered if the employee's original vacated position has not been filled.

**Section 12.** The City may temporarily assign an employee to perform the duties of another classification within any department, division or section. The City will attempt to make such assignments to employees in the next lower classification in the promotional order in which the temporary assignment occurs. The most senior, qualified employee in the position classification being temporarily assigned will be asked if he/she wants the assignment. If the first employee does not want the assignment, the City will then go to the next most senior qualified person. The procedure will continue until an employee accepts the assignment. If no employee wants to accept the assignment, it will then be assigned to the least senior qualified employee in the position classification.

**Section 13.** Employees assigned in accordance with Section 12 above, shall be paid in accordance with the provisions of Article 6, Section 4.

**Section 14.** (a) Persons who have been members of the armed forces of the United States or who, while citizens of the United States, were members of the armed forces of allies of the United States in time of hostilities with a foreign country shall receive preference for promotion to positions in the classified service in the manner provided in 65 ILCS 5/10-1-16, and as such statutory provision is hereafter amended or re-codified. Such preference shall be in addition to that otherwise provided therein and not in lieu thereof.

(b) For purposes of this section, "time of hostilities with a foreign country" shall mean any period of time in the past, present, or future during which a declaration of war by the United States Congress has been or is in effect or during which an emergency condition has been or is in effect that is recognized by the issuance of a Presidential proclamation or a Presidential executive order and in which the armed forces expeditionary medal or other campaign service medals are awarded according to Presidential order.

**Section 15:** Any employee who moves from one bargaining unit position to another shall relinquish his or her current position. Such employee shall retain his or her seniority rights to bump back to the previously held position within the City during the probationary period. The anniversary date will remain the same for all other purposes.

## ARTICLE 10

## REDUCTION IN PERSONNEL

**Section 1.** The City at its discretion, shall determine whether furloughs are necessary. Although not limited to the following, the City may furlough any employee, whenever such action is made necessary by reason of a shortage of work or funds, the abolition of a position, or because of changes in organizational structure. Such reduction shall be within the position classifications of the department affected by the reduction in force. No employees shall be furloughed while there are temporary or probationary employees serving in the same job classification within the affected department.

**Section 2.** In the event a furlough is necessary, such a reduction shall be based on seniority and the employee's ability to perform the remaining work available within the employee's position classification without additional training provided that all employees affected had an equal opportunity for training. When two or more employees have relatively equal experience or skill, ability and qualifications to do the work without further training, the employee with the least seniority will be furloughed first. If the senior employee is furloughed, the City will have the burden to prove the less senior employee was more qualified.

**Section 3.** An employee furloughed from his/her position classification will have the right to bump an employee with less seniority and in any department in the same position classification or any previously certified position classification provided that the employee can perform the work without additional training. A person who elects to bump to a position classification with a lower pay grade or range in lieu of being furloughed will receive the rate of pay for that position classification.

**Section 4.** If any position vacated by a reduction in force is filled, the last person furloughed or reduced to a lower position classification or range shall be the first person restored in such position.

## ARTICLE 11

## DISCIPLINE AND DISCHARGE

**Section 1.** Upon just cause connected with or reflecting upon the public service, a bargaining unit employee may be administratively disciplined by an oral reprimand, a written reprimand, suspension or discharge. A copy of such shall be forwarded to the Chief Steward. Oral reprimands older than one (1) year will not be used against an employee for disciplinary purposes. The Employer shall provide timely notification to the Union President when an employee is placed on administrative leave during investigation of any incident giving cause for discipline.

(a) The Union and the Employer agree that discipline shall be issued no later than ten (10) days following the verification of the completion of the Employer's investigation of the incident giving cause for the discipline. By mutual written agreement the parties may extend the ten (10) day limit an additional ten (10) days. The Employer shall provide timely notification to the Union President of the completion of the investigation.

**Section 2.** Reprimand shall be done in such manner as not to embarrass the employee before other employees or the public.

**Section 3.** Suspensions and discharges from the classified service shall be in accordance with the rules of the Civil Service Commission and the State Law with regard to Civil Service for Cities, except as provided by Article 20 hereof.

**Section 4.** (a) Prior to the imposition of any suspension subject to the grievance and arbitration procedures established by this agreement, the Department Director and a supervisor or designee shall meet with the employee sought to be suspended and a union representative. Such meeting shall be limited to informing the employee of the nature of the charges resulting in the suspension and an opportunity for the employee to address, explain or refute the charges. No witnesses or other extraneous evidence will be permitted at such meeting. Said meeting may be postponed by the employee, but only due to the unavailability of a union representative and not beyond the end of the second business day following that on which the meeting was originally scheduled; if at that time the employee is still unwilling to meet without a union representative, the suspension may be imposed without the necessity for such meeting.

(b) The meeting otherwise required by the provisions hereof may be waived by concurrence of the Department Director, the employee and the Union.

**Section 5.** (a) In the event an employee's Commercial Driver's License (CDL) is revoked, suspended or canceled for any reason other than a positive confirmatory test for drugs or alcohol, the employee will have up to 30 days in which to regain the CDL. An employee will be reassigned to a non-driving position or a position not requiring a CDL during the 30-day period. Any approved reassignment will be to the next lower pay step in the salary range of the temporarily reassigned position.

(b) If an employee is unable to regain his/her CDL by the end of the 30-day period, the employee may be placed on leave for the next thirty (30) days with time charged, as available, to accrued vacation leave or unscheduled holiday and any remaining time being a leave of absence without pay.

(c) If an employee is unable to regain his/her CDL by the end of a 60-day period, the employee shall be considered to have resigned with no right to any appeal or hearing thereon before the Civil service Commission or any arbitrator. Each separation is reviewed case-by-case with the final decision regarding separation being made by the Department Director. An employee separated from employment with the city for the loss of CDL driving privileges may apply for re-employment after regaining his/her CDL. If this occurs within one year of separation the employee shall be placed at the top of the Civil Service Register for their prior position and be offered the next available opening.

(d) A lifetime disqualification from holding a CDL will result in an employee's separation.

(e). The City shall pay the difference between regular driver's licenses and CDL driver's licenses and all required endorsements.

(f). Employees required to acquire or renew a CDL license will be scheduled to do so by the City during normal business hours and paid their normal wages for that time.

## ARTICLE 12

## VACATIONS

**Section 1.** The length of annual vacations for employees in the classified service shall be as follows:

a) After completion of one year continuous service uninterrupted by resignation or discharge, ten duty days;

b) After completion of seven years continuous service uninterrupted by resignation or discharge, fifteen duty days;

c) After completion of fourteen years continuous service uninterrupted by resignation or discharge, twenty duty days; and

d) After completion of twenty years continuous service uninterrupted by resignation or discharge, twenty-five duty days (effective May 1, 2005).

e) After completion of twenty-five years continuous service uninterrupted by resignation or discharge, one additional duty day per year, to a maximum of thirty (30) duty days.

**Section 2.** Between November 1 and November 30 of each calendar year, employees may submit in writing to their supervisor their preferences for vacation for the following calendar year, provided an employee may not submit more than three (3) preferences. Such request may include vacation through December 31 of the following calendar year. In establishing vacation schedules, the City shall consider both the employee's preference and operating needs. Where the City is unable to grant and schedule vacation preferences for all employees within a position classification within a department, employees within the position classification shall be granted such preferred vacation period on the basis of seniority. An employee who has been granted his/her first preference shall not be granted another preference request if such would require denial of the first preference of a less senior employee. An employee's preference shall be defined as a specific block of time uninterrupted by workdays.

Employees who file their preference by November 30 shall be notified of the vacation schedules by December 15 of that calendar year.

Employees who choose not to file their preference for the following calendar year by November 30 shall have those non-preference vacation requests returned to them approved or denied as soon as possible, but in no event later than two days after the request was submitted to the supervisor, provided that no employee's approved vacation preference is allowed to be bumped by another employee on the basis of seniority. Non-preference vacation requests shall not be processed for the following calendar year until all preference vacations have been offered and scheduled.

**Section 3.** Eligibility for vacations shall be based upon the anniversary date of employee. Selection of a particular vacation period shall be based upon seniority, as provided in Article 8, and in accordance with departmental rules and the efficient operations of the department. Police officers' vacations shall not interfere with vacations of employees.

**Section 4.** Earned vacation time should be taken by the employee within 12 months from the date that the same accrues and should not be accumulated and carried from one 12-month period to the next except with the recommendation of the employee's department director and approval of the City Manager.

**Section 5.** The Paid Leave for All Workers Act (PLAWA) does not preempt or alter paid leave benefits subject to this Agreement. This Agreement governs paid leave benefits for employees in the classified service, and this Agreement expressly waives the PLAWA.

## ARTICLE 13

## HOLIDAYS

**Section 1.** Classified employees except for those in continuous shift operations or whose position classification's regular shift is other than Monday through Friday shall have time off with pay on the following holidays

New Year's Day
Martin Luther King, Jr. Day
Presidents' Day
Labor Day
Veterans Day
Thanksgiving Day

| | |
|---|---|
| Good Friday | Friday after Thanksgiving |
| Memorial Day | Christmas Eve (1/2) |
| Juneteenth | Christmas Day |
| Independence Day | Two Unscheduled Holidays |

**Section 2.** When an authorized holiday occurs on Saturday, the previous Friday shall be observed as the holiday and when an authorized holiday occurs on Sunday, the following Monday shall be observed as the holiday.

**Section 3.** If a holiday falls within a classified employee's vacation period, an extra day shall be added to the vacation period.

**Section 4.** A classified employee in continuous operations or whose position classification's regular shift is other than Monday through Friday required to work for reasons other than overtime on any of the authorized holidays, shall be given equivalent time off. Such time off shall be taken at the convenience of the employee and his operating department. Police officer's holidays shall not interfere with holidays of employees. Denials shall be written, with a copy to the bargaining unit members.

**Section 5.** To be eligible for holiday pay, the classified employee shall be in pay status and entitled to payment for the entirety of both his last scheduled work shift before the holiday and his first scheduled work shift after the holiday, unless an unpaid absence on the whole or any part of either or both is approved by the City Manager.

**Section 6.** An employee must have six months of continuous service to earn an unscheduled holiday. The earned, unscheduled holiday must be taken at any time during the fiscal year provided the department or division manager is given notice one working day prior to the day taken off. The number of employees allowed off on any one unscheduled holiday in a department shall be determined by the Department Director, which approval shall not be unreasonably withheld.

## ARTICLE 14

## SICK LEAVE

**Section 1.** Full time employees in the classified service shall accrue one duty day with pay sick leave for each month of continuous service uninterrupted by resignation or discharge up to a maximum accumulation of 240 days.

**Section 2.** Accumulated sick leave days may be used for illness, injury, or off-the-job incurred disability. Accumulated sick leave may also be used for the illness, injury, or disability of an employee's spouse, parent or dependent child. One day of accumulated sick leave credit with pay shall be deducted from each employee's sick leave accumulation for each duty day not served due to illness.

**Section 3.** (a) After sixty-four (64) hours of sick leave have been used by an employee in the fiscal year, for which no medical documentation herein defined, is provided, no sick leave credit may be used by that employee for the first eight (8) hours of the next or any succeeding sick leave day, or any part thereof, for which no medical documentation, herein defined, is provided. An office or hospital visit to, or pursuant to the orders of a physician or dentist or licensed medical practitioner shall not be considered as part of the sixty-four (64) sick leave hours, as herein described.

(b) "Medical documentation," for the purposes of this Agreement, shall mean a written statement signed by a person licensed to practice medicine (or their designee) that the employee was physically unable to perform his or her duties on the date for which sick leave credit is sought.

(c) An employee shall be awarded one additional personal day on the first day of each fiscal year if no unexcused sick time was used in the preceding fiscal year. If the employee carries a balance of 240 sick days throughout the entire fiscal year, the employee shall be awarded a second additional personal day on the first day of the following fiscal year. Personal days must be used in the fiscal year in which they are awarded, or they will be forfeited.

(d) Medical documentation shall be required for the use of sick time for the day before or the day after a holiday as listed in Article 13 Section 1.

**Section 4.** An employee who becomes ill, injured or disabled off-the-job shall cause notice thereof to be given to his supervisor not later than the commencement of his/her next scheduled duty day. In the absence of evidence of extenuating circumstances, an employee whose supervisor is not so notified within two duty days from the day on which the employee was first scheduled to report shall be considered to have resigned from the classified service.

**Section 5.** A physician's statement may be required before sick leave pay is paid if a pattern of chronic abuse of sick leave by the employee is evident. However, in all cases where four consecutive duty days are missed by an employee due to illness, injury or disability, a physician's statement will be required before sick leave pay is paid. Such statements shall set forth reasons for the employee's inability to perform his duties and shall become a part of the employee's personnel record. Physician's statements will be used in determining from time to time whether or not an employee is able to continue the performance of his duties.

**Section 6.** Upon retirement from the classified service, an employee shall be allowed to use accumulated sick days for credit in the Illinois Municipal Retirement Fund.

**Section 7.** If an employee is on sick leave and it is determined by a physician that the employee will be unable to return to work within an amount of time equivalent to his remaining unused sick leave, said employee must apply for disability benefits if he is eligible for such benefits and if granted, sick leave payment will be stopped. If permanent disability is awarded by the employee's retirement fund, he may choose to be paid for his unused sick leave at one-half his normal daily rate of pay for each unused sick leave day or he may retain his remaining sick leave and be credited therewith if and when he returns to duty.

**Section 8.** An employee who does not report for duty for twelve (12) months after the commencement of any leave resulting from an off-duty injury, illness or disability, regardless of the type of leave, shall be considered separated from employment with the City. The employee must furnish medical documentation of such sickness or ill health during this time period. An employee failing to provide medical documentation of such sickness or ill health shall be subject to immediate discharge. For purposes of this section, the City will be allowed to use a temporary employee until the employee returns to work or the employee quits or is discharged.

**Section 9.** An employee who suffers a serious or severe illness or injury, either to himself or herself, shall be permitted to use sick leave days accrued by, and credited to, other employees, but only as provided hereby and only when such employee has no accrued sick leave days. The employee seeking sick leave days must agree, in writing, with the employee or employees from whom such sick leave days are sought, including the total number of days or hours involved, and present such agreement to the Human Resources Department; provided that, this be in cases where three or more days are needed, and no employee shall be permitted to sell or transfer accrued sick leave days for any consideration or thing of value. Permission for the transfer of accrued sick leave days shall not be unreasonably withheld by the City, subject to State and Federal law. The provisions hereof shall be construed so as to permit agreements between bargaining unit employees and non-bargaining unit employees.

## ARTICLE 15

## LEAVES OF ABSENCE

**Section 1.** Leave with pay, dependent on funeral arrangements and travel requirements, but not to exceed a maximum of five (5) days, may be granted a full-time employee in the classified service in the event of a death in the immediate family. Immediate family includes only: (a) spouse, children, stepchildren, and spouse of children; (b) parents of the employee or the employee's spouse; (c) brothers and sisters of the employee and of the employee's spouse; (d) grandchildren and grandparents of the employee; and (e) brother-in-law and sister-in-law, and (f) step-parents. In addition, the City shall adopt the provisions of the Illinois Child Bereavement Leave Act as enacted on July 29, 2016, in the event of the death of an employee's child or children, as defined by the Act, any contrary terms of this Article 15, Section 1 notwithstanding.

**Section 2.** If a serious or unexpected emergency occurs to the spouse or children or a member of the immediate family in the household of an employee in the classified service while the employee is at work or up to one hour before the start of the employee's shift, such employee will be allowed to leave his duties while the emergency exists. Arrangements to enable the employee to return to duty on the next duty day must be made if the emergency continues beyond the duty day on which it first occurred. Such leave used for the purpose of emergency leave as described in this section shall be charged against the employee's accrued sick leave.

**Section 3.** A full-time classified employee in the classified service who is a member of the reserve unit of the armed forces of the United States will be granted leave for military duty, training sessions or schools in accordance with applicable federal and state laws.

**Section 4.** An employee in the classified service who fails to return to duty at the time scheduled on his application for leave shall be considered to have resigned from such service in the absence of evidence of extenuating circumstances.

**Section 5.** A full-time employee in the classified service who is called to serve for jury duty shall be paid his regular salary or wage. Any amount received by the employee for jury service shall be turned over to the City Treasury. The employee immediately upon being called for jury duty shall notify his immediate supervisor of the time thereof. Employees who complete jury duty prior to the end of their shift shall report to their supervisor and return to duty for the remainder of their scheduled duty day. If jury duty falls outside the employee's regularly scheduled duty day, an employee's scheduled duty day shall be changed to incorporate jury duty time.

**Section 6.** All requests for leave of absence without pay will be administered in accordance with Administrative Policy & Procedure No. F-450.

**Section 7.** Employees duly appointed to serve as members or alternates of the Union's bargaining committee for purposes of negotiating agreements with the City covering wages, hours, and other conditions of employment shall be permitted to attend bargaining sessions with the City concerning such agreements during regularly scheduled hours of duty with no loss of pay.

**Section 8.** Employees who attend schools or training sessions during scheduled working hours that are work related shall be paid at their regular rate of pay for all hours actually spent in class or in instruction. The City shall generally encourage equal access to training opportunities to the extent that operational requirements of the departments permit.

**Section 9.** An employee duly appointed or elected as a Union officer or steward may conduct Union business during the first and last hours of his or her assigned shift, but only after notifying said employee's immediate non-bargaining unit supervisor.

**Section 10.** All requests for leave pursuant to the Family Medical Leave Act shall be in accordance with Administrative Policy & Procedure No. F-451.

**Section 11**. The Union shall be permitted to conduct a thirty (30) minute orientation session for new employees at the conclusion of the new employee's first thirty (30) days of employment, without loss of compensation to the employee. The session shall be scheduled in coordination with the Human Resources Department and at the convenience of the new employee's operating department.

**Section 12**. Authorized leave of absence without pay may be granted to an employee for official Union business. Such time shall be used for the attendance of labor-related training and seminars selected by the Union. Only those employees serving as the Union's officers and shop stewards shall be eligible for such unpaid release time. The Union shall give reasonable advance notice when such employees will be utilizing such unpaid leave. The employee may use accrued vacation, holiday, or compensatory time in lieu of unpaid leave; use of such paid leave time shall not be unreasonably denied.

## ARTICLE 16

## JOB-RELATED ILLNESS INJURY OR DISABILITY

**Section 1.** The City shall provide worker's compensation in accordance with State law for all employees in the classified service.

**Section 2.** An employee who becomes ill, injured or disabled shall report to his supervisor such fact as soon as possible.

**Section 3.** In the case of injury, illness or disability arising out of and in the course of employment with the City, the City will pay the difference between such employee's regular salary or wage and any payments received by the employee from a public employee pension fund or under the provisions of worker's compensation or occupational disease laws, or either or both, for the duration of such disability, or a total cumulative period of 130 working days after such disability, whichever is the shorter period of time. Deductions shall be made from the employee's accumulated paid leave equivalent to the number of days or portion thereof for which no payments to the employee are made or required under the provisions of public employee pension laws or worker's compensation or occupational disease laws, and for which the City must compensate the employee under the provisions hereof, for the first 30 calendar days of the duration of such disability. Such paid leave shall be in the following manner: accumulated sick leave credit first, then accumulated compensatory time, then accumulated vacation time. Alternatively, an employee may elect not to receive the difference between such pension or other statutory benefits and such employee's regular salary or wage for the 30 days of the duration of such injury, in which case no deductions from accumulated sick leave credit shall be made. During an employee's probationary period, and only during such period, should such employee suffer an on-the-job illness, injury, or disability and have no accumulated sick leave credit, such probationary employee shall be charged with sick leave days if needed under the provisions hereof, and any negative balance of accumulated sick leave days thus created will be carried forward until normal monthly accrual of sick leave days erases such negative balance. The determination of whether such injury, illness or disability arose out of and in the course of employment under this provision shall be the same as that made on the worker's compensation or occupational disease claim of said employee. When such injury, illness or disability was caused under circumstances creating legal liability or damages on the part of some person or entity other than the City, then if action is brought by the employee and judgment is obtained and paid, or settlement is made either with or without suit, then from the amount received by such employee the City shall be reimbursed for any and all amounts paid hereunder. Out of any such reimbursement, the City shall pay its pro rata share of all costs and reasonably necessary expenses in connection with such recovery. If the employee does not bring action against such third party, then the City may in the same manner as is provided for recovery of worker's compensation payments bring action either in its name or the employee's name for such reimbursement. If any other benefit or payment is made or required to be made by the City to such employee, such shall be credited to the City against the payment of wage or salary provided by this Section.

## ARTICLE 17

## UNIFORMS AND PROTECTIVE CLOTHING

**Section 1.** The City may require employees in the classified service to wear uniforms, protective clothing, protective devices or similar things not adaptable to general wear, as a condition of employment. The Union may submit suggestions to the City regarding such uniforms. Employees will be furnished such clothing or devices by the City. Although items such as boots, gloves and the like may vary depending upon the nature, location and circumstances of the work being done from time to time, comparable items will be furnished to employees doing comparable work, and all employees required to wear protective devices for the eyes and protective headgear will be furnished such equipment. The City will pay for prescription safety glasses up to $150.00 dollars per fiscal year.

**Section 2.** The employee having custody of any such clothing or equipment, or other property furnished by the city shall be responsible for the proper use, care, custody and keeping thereof and may be required to replace any item damaged or lost as a result of failing to properly use, care for, or keep such property.

**Section 3.** The City will repair, replace, or reimburse an employee's personal property which is destroyed, damaged, or lost in the line of duty in accordance with Administrative Policy & Procedure No. F-491.

**Section 4.** The City will replace tools of employees required on-the-job which are damaged, destroyed, or lost in the line of duty subject to Departmental Rules & Regulations, and such regulations shall be made available to the affected employees.

## ARTICLE 18

## OTHER BENEFITS

**Section 1.** The City shall provide Preferred Provider (PPO) group health insurance for each employee with benefits as outlined in Exhibit G of this agreement. The City shall also provide group life insurance in the amount of $20,000 for each employee.

**Section 2.** (a) Effective January 1, 2025, monthly employee contributions for all tiers of the City's insurance benefit plan shall change by the same percentage (increase or decrease) as the plan premium percentage change effective January 1 of that year, as determined by the City's Risk Management Division; except that no annual increase in monthly employee contributions shall exceed ten percent (10%). Changes in employee contributions shall be rounded to the nearest whole dollar. Notice of the plan premium percentage change shall be provided to the Union, and upon written request, documentation substantiating the percentage change shall be provided to the Union at the time of plan renewal.

(b) The Employer and Union both agree that the failure of the City to not provide health insurance to an employee who elects to opt out shall not constitute a violation of the collective bargaining agreement.

Employees covered under the AFSCME contract shall be allowed to opt out of or elect not to participate in the City's health insurance plan. Employees making such election shall be required to show proof of health insurance coverage through another source to the City. Such proof of insurance must be submitted at the time the employee makes such an election. If an employee is unable to provide adequate proof of insurance, the employee shall not be removed from Employer's insurance plan. An employee electing to opt out of the Employer's health insurance plan shall be allowed to subsequently enroll in the Employer's health insurance plan only upon a COBRA qualifying event.

Employees opting out of the City's health insurance plan and who are not enrolled in the City's health insurance plan at the time of retirement, resignation, termination or separation for any other reason shall not be eligible for benefits under the City's health insurance plan and specifically waive any right to them.

The terms of the health insurance summary plan description notwithstanding, any employee represented by the Collective Bargaining Agreement whose spouse is also an employee represented by the Collective Bargaining Agreement may elect at annual plan renewal to opt out as a subscriber in favor of being covered as a dependent under the other employee's family coverage. Any such employee covered as a dependent under the spouse's family coverage may elect at annual plan renewal to resume coverage as a subscriber under the City's insurance plan and be dropped as a dependent under the spouse's coverage.

(c) The City and the Union agree to the formation of a multi-departmental group healthcare committee (GHCC) composed of representatives appointed by the City Manager and representatives appointed by each of the City's organized labor groups. Each union group will have up to four (4) representatives on the GHCC. The GHCC will not have authority to bargain changes to contract terms, but will serve as a labor-management interface to better inform employees of possible changes to the City's group health benefits considered by the City and to better inform the City about the experiences and preferences of employees as it concerns group health benefits programs. The purpose of the GHCC is to bring matters that change or affect the offerings and services of group health benefit programs to the committee – both those that require amendments of employee agreements and those that do not require approval of union groups and/or amendment of collective bargaining agreements.

(d) Emergency room fees shall be as provided in Exhibit E except when the patient is admitted to the hospital or where there is a medical emergency conforming to Blue Cross/Blue Shield' serious and unavoidable emergency conditions. Those conditions are "Emergency Room $150 Copayment (waived if admitted to the hospital as inpatient immediately following emergency treatment or if visit is emergent as per the definition below.

EMERGENT MEDICAL CARE means services provided which may have started as outpatient of diagnostic services but are of a medical condition displaying itself through acute symptoms of sufficient severity, including severe pain such that a prudent layperson, who possesses an average knowledge of health and medicine, could reasonably expect that the absence of immediate medical attention could result in: (i) placing the health of the individual in serious jeopardy; (ii) serious impairment to bodily functions; or (iii) serious dysfunction of any bodily organ or part. Examples of symptoms that may indicate the presence of an emergency medical condition include but are not limited to, difficulty breathing, severe chest pains, convulsions or persistent severe abdominal pains.

**Section 3.** Those employees who retired after May 1, 1981, or were placed on disability pension pursuant to State statute after said date, shall be entitled to belong to the employee and dependent group insurance program provided for employees under the provisions of this agreement provided that such retired or disabled employees pay the entire premium for such insurance.

Those retirees, disability pensioners, their spouses and dependents who are enrolled in the employee and dependent group insurance programs provided for employees under the provisions of this agreement, who reach Medicare eligibility age, who are Medicare eligible, and who enroll in Medicare shall no longer be eligible for the group health insurance program. Alternatively, the City shall offer a commercially available Medicare supplement policy, to the extent that such is available, to such enrollees. The parties hereto agree that the coverage shall only be offered at the time the enrollee initially elects Medicare, there shall be no gap in coverage for those converting from City coverage to Medicare supplement coverage, and such retired or disabled employees and their dependents shall pay the entire premiums for such insurance.

**Section 4.** The City will provide maternity benefits as required by all applicable State and Federal laws. Off-the-job illness will be administered in accordance with Administrative Policy & Procedure No. F-452.

**Section 5.** Employees will be eligible for the City Dental Plan, subject to underwriting approval. If the Union establishes a dental plan, premiums shall be payroll deducted.

**Section 6**. When the City provides an employer-sponsored "health fair" for employees, attendance at such fair shall be required for all on-duty employees, and voluntary for all off-duty personnel.

## ARTICLE 19

## WORK RULES AND CONDITIONS

**Section 1.** (a) The City and the Union shall reasonably cooperate to insofar as possible assure the highest standards of safety, health and sanitation in the operation of each employee's respective department.

**Section 2.** The City may adopt, change or modify rules not in conflict with the provisions of this agreement for the operation of the several departments of the City and the conduct of the employees in the classified service to encourage and maintain the proper and efficient operation thereof.

**Section 3.** In the absence of evidence of extenuating circumstances immediately upon discovering that an employee in the classified service is unable to report for duty and not less than the commencement of his/her scheduled duty time, such employee's supervisor shall be notified of the absence from duty of such employee. This provision shall not be interpreted as condoning repeated absences from duty and evidence of justifiable causes for any absence may be required to be furnished by the employee. In the absence of evidence of extenuating circumstances, an employee whose supervisor is not so notified within one duty day from the day on which the employee was first scheduled to report shall be considered to have resigned from the classified service.

**Section 4.** All employees in the classified service shall report to duty on time and shall faithfully and efficiently perform the requirements of their duties, shall not depart there from until the termination thereof and shall otherwise conduct themselves in a manner as to be a credit to the public service and to increase and promote the dignity of such service and the respect of the public for the same.

**Section 5.** The following work procedures for employees assigned to the Municipal Services and Water Services Divisions of the Department of Public Works regarding the lunch period will be adhered to:

a) There will be no change in the length of the workday or lunch period except for snow and ice control shifts.

b) The lunch period will not be counted as hours worked or paid time.

c) Employees will be allowed to take licensed vehicles from the job site for the purpose of coffee breaks or lunch unless ordered not to do so by their department director.

d) Employees may leave the job site for lunch provided they limit their lunch period to the allotted time.

e) A supervisor may assign a specific location other than the actual work site for the lunch period. Vehicles may then be used to travel to that site.

f) No more than two persons will be required to eat in a vehicle.

g) The City will make available items for cleanup such as towels, water and hand soap. Employees working in or with hazardous, toxic or unsanitary conditions or materials may be permitted to leave the work site prior to the scheduled lunch break and drive to the Municipal Services Center for lunch, at the discretion of the supervisor.

h) No radio calls will be made to employees on lunch breaks except in emergencies.

i) Vehicles may leave the work site for the lunch period, provided that heavy equipment may do so only if the employees have no other means of transportation available; if heavy equipment is taken from the work site for the lunch period, it may only be parked on a public street in a lawful manner, and not on any private parking lot. We would want the distance traveled to be reasonable in order for the employees to return to work in the allotted time. For example, if an employee is working in the northeast section of town, it would be reasonable to assume that he would take his lunch period in that part of town.

**Section 6.** In order to promote safety and as far as is practicable to eliminate accidents, injuries, and death in the General Service, the City and the Union hereby agree that a Safety Committee shall be formed and shall be comprised of representatives from management and the union. This committee shall meet at least quarterly to identify, discuss and make recommendations concerning health and safety conditions, accidents, protective devices and clothing, equipment and any other work hazards or unsafe working conditions.

The City shall permit committee members reasonable access to facilities and records when investigating health or safety conditions, unless prohibited by law or exigent operational circumstances.

**Section 7.** For the purpose of maintaining communications between labor and management and in order to cooperatively discuss and solve problems of mutual concern, a Labor-Management Committee is hereby established, composed of representatives of management and labor, to meet to examine, discuss and solve mutual problems not covered by the labor agreement. The number and composition of representatives, frequency of meetings, and topics of discussion are subject to the particular need and issues to be addressed.

The Labor-Management Committee is recognized as a forum to meet in a non-adversarial role to discuss issues and work out problems that are of mutual concern by providing a forum for communication outside the bargaining process. The labor-management committee shall meet at a preset time every month. Each party will prepare and submit agenda items to the other one (1) week prior to the scheduled meeting. If there are no agenda items, the meeting will be canceled. The parties may mutually agree to discuss items not submitted in advance for placement on the agenda. Minutes shall be taken and, after approval by both parties, distributed.

**Section 8.** The City agrees to make available one bulletin board for the posting of official union notices at each of the following locations: Civic Center, South Water Treatment Plant, Police Building, Municipal Services Center, Lake Office and all newly constructed and/or acquired facilities. Such notices must relate to legitimate union business, including but not limited to the announcement of meetings, election of officers, and union recreational or social affairs. The privileges granted in this section shall not apply to notices that are defamatory in nature.

**Section 9.** The City does discourage the use of alcohol during the lunch period for safety and public relations reasons. The City strictly prohibits the use of alcohol or unprescribed drugs during the working hours, on City property, or in the City vehicles. Employees found unfit for duty shall be suspended immediately.

**Section 10.** Random drug testing in accordance with the standards and procedures of the Federal Commercial Motor Vehicle Safety Act and any regulations duly promulgated there under will be conducted for the classifications listed below:

Crew Chief
Service Worker
Equipment Operator
Fleet Mechanic
Maintenance Mechanic II
Maintenance Technician I
Maintenance Technician II
Water Plant Operator I
Water Plant Operator III
Lead Fleet Mechanic
Chief Water Plant Operator
Instrumentation and Controls Technician
Laboratory Technician

**Section 11. Discipline.** All discipline in situations involving a positive drug/alcohol test in accordance with Section 10 above shall be administered as specified below:

(a) First Positive. In the first instance that an employee tests positive on the confirmatory test for drugs or is found to be under the influence of alcohol, the employee may be subject to a suspension not to exceed thirty (30) calendar days.

(b) Second Positive. Employees who test positive on the confirmatory test for drugs or alcohol on a second occasion within a five-year period shall be subject to discharge. The employee's Department Director is hereby empowered to impose such penalty, and neither the Civil Service Commission nor an arbitrator shall have jurisdiction to review, set aside or modify such penalty. This Section 11 shall in no way limit discipline by the employer for just cause.

**Section 12. Work Place Violence.** Employees who engage in potentially violent behavior shall be required to attend the employee assistance program (EAP).

## ARTICLE 2O

## GRIEVANCES

**Section 1. Definition.** A grievance is hereby defined as an actual dispute between the City and the Union or an employee covered by this Agreement concerning only the application, meaning or interpretation of the express terms of this Agreement as they affect the members of the Union or said employee.

**Section 2. Procedure.**

Step One: The Union or any employee covered by this agreement may submit a grievance in writing to an immediate non-bargaining unit supervisor on a form agreed to by both the City and the Union. The grievance shall state in simple and concise terms the nature of the dispute and shall specify the portion of the agreement which the union or the employee feels is being violated. The immediate non-bargaining unit supervisor shall respond in writing within ten (10) business days with his decision. A "business day", for the purposes of this Article shall be any day on which the City's administrative offices are open and conducting business.

Step Two. If the union is not satisfied with the immediate non-bargaining unit supervisor's response, the written grievance may be referred to the Division Manager within ten (10) business days after immediate non-bargaining unit supervisor's decision. The grievance filed must be specific as to the contract section or sections that was violated and the nature of the dispute. The

Division Manager may meet with one representative within ten (10) business days after receiving the grievance. The Division Manager shall respond in writing within ten (10) business days with his/her decision.

Step Three. If the union is not satisfied with the Division Manager's response, the written grievance may be referred to the Department Director within ten (10) business days after the Division Manager's decision. The Department Director shall meet with one representative of the union within ten (10) business days after receiving the grievance. The Department Director shall respond in writing within ten (10) business days with his decision.

Step Four. If the union is not satisfied with the Department Director's response, the written grievance may be referred to the City Manager within ten (10) business days after the Department Director's decision. The City Manager shall meet with three representatives within fifteen (15) business days after receiving the grievance. The City Manager shall respond in writing within ten (10) business days with his decision.

Timelines indicated in Step One through Step Four of this section may be extended on a case by case basis with the mutual consent of the City and the Union.

**Section 3. Arbitration.** (a) If the union is not satisfied with the City Manager's response, the written grievance may be referred to arbitration by so notifying the City Manager's Office in writing within ten (10) business days after the City Manager's decision. Within sixty (60) business days of the written notice to arbitrate, the parties will tender a request to the Federal Mediation and Conciliation Service asking for a panel of arbitrators. Upon the receipt of said panel the Union and the City will strike names. Both the City and the union shall have the right to strike two names from the panel with the party striking first to be determined by a coin toss. The remaining person shall be the arbitrator who shall be notified of their selection by a joint letter from both parties, requesting that a date and time for the hearing be established subject to the reasonable availability of the parties. All hearings shall take place in the City of Decatur, Illinois, unless otherwise mutually agreed. If such executed requests or notices to meet or confer are not provided to the City within the limits established herein, no arbitrator shall have authority or jurisdiction to decide the matter and the same will be deemed settled on the basis of the City's last response. The limits established hereby may be extended by mutual agreement, in writing, of the parties. Arbitrators must follow Illinois Rules of Evidence.

(b) The only issue to be arbitrated and capable of being arbitrated is that specific issue or issues listed in the initial grievance. Both parties agree to attempt to arrive at a joint stipulation of the facts and issues as outlined to be submitted to the arbitrator. The arbitrator shall have no authority to amend, modify, nullify, ignore, add to or subtract from the provisions of this agreement. He shall only consider and make a decision with respect to the specific issue submitted to him in writing, and shall have no authority to make a decision as to any other issue not so submitted to him or as to any issue not expressly covered by the terms of this agreement. In the event that the arbitrator finds a violation of the terms of this agreement, he shall fashion an appropriate remedy within the limits provided herein. The arbitrator shall have no power to make a decision that is contrary to the laws of the State of Illinois or the United States. The arbitrator shall submit his written decision to the parties within thirty (30) business days of the close of the hearings or the submission of briefs, whichever is later, unless the parties agree to an extension. A decision rendered consistent with the terms hereof shall be final and binding and may be enforced at the instance of either party in the Circuit Court of Macon County. The pendency of any proceedings in the Circuit Court for review of the arbitrator's decision as allowed by law shall not automatically stay the order of the arbitrator.

(c) The expenses and fees of the arbitrator and the costs of the hearing room and any transcription of the hearing, if requested by either party, shall be shared equally by the parties. The decision and award of the arbitrator shall be final and binding on the City, the Union, and the employee or employees involved, except that said decision and award may be reviewed by any court of competent jurisdiction as provided by law. Each party shall be responsible for compensating its own representatives and witnesses.

(d) No arbitration order or award entered under the provision hereof may limit or interfere in any way with the powers, duties and responsibilities vested in the City Council under applicable State law.

**Section 4. Timing for Filing a Grievance.** (a) No grievance shall be entertained or processed unless submitted within ten (10) business days of the date that the employee knew or should have known of the event giving rise to a grievance. Any award to an aggrieved employee for a violation of the terms of this agreement shall be limited to consideration of only the said ten (10) business days immediately preceding the filing of the grievance plus any period thereafter during which such practice continued. If a grievance is not appealed by the union or the employee to the next step in the procedure set out herein within the time limits set forth or as mutually extended in writing, it shall be deemed waived and settled on the basis of the City's last response.

(b) The affected employee shall have the right to be present at any of the hearings provided for herein if such employee so chooses.

(c) Certain issues which by nature are not capable of being settled at a preliminary step of the grievance procedure may by mutual agreement be filed at the appropriate advanced step where the action giving rise to the grievance was initiated. Mutual agreement shall take place between the appropriate union representative and the appropriate city representative at the step where it is desired to initiate the grievance.

**Section 5. Suspensions and Discharges** (a) Suspensions and discharges shall be grieved directly to the City Manager, who shall meet with up to two representatives and the affected employee within three (3) business days of the filing of the grievance. The City Manager shall respond in writing within five (5) business days with his decision. Suspensions of three (3) days or fewer shall not be served by the employee prior to the City Manager's decision.

(b) Disciplinary reprimands may be grieved pursuant to the provisions hereof, but such reprimands may not be referred to arbitration as provided in Section 3 hereof. As to such reprimands, the decision of the City Manager is final. The City may, at its option, waive the provisions hereof and permit such discipline as is herein described to be arbitrated according to the provisions of this Article.

(c) Suspensions and discharges may be grieved pursuant to the provisions hereof, including binding arbitration, and in lieu of any proceedings otherwise available before the Civil Service Commission. In such cases, it shall be unnecessary to file said grievance pursuant to Sections 2 through 4 hereof, the notice to the City Manager's Office provided for herein being sufficient to give the arbitrator jurisdiction of the matter, and said time limits herein provided being the only such limits regarding notice of intent to arbitrate required to be met by such employee, any provisions of Section 2 to the contrary notwithstanding. In order to exercise the option provided for hereunder to refer a matter to an arbitrator rather than the Civil Service Commission, or to have an arbitrator adjudicate a suspension not within the jurisdiction of the Civil Service Commission, an employee must file with the City Manager's Office, in writing, a notice that such employee wishes such suspension or discharge to be referred to arbitration, which arbitration shall be conducted pursuant to the provisions of this Chapter except where expressly modified by the provisions hereof. Such a notice must be filed not later than the end of the fifth business day following the notice to the employee of the discipline to be imposed. Failure to file such a notice within the time limits provided herein shall constitute a waiver of the right of such employee to have said matter arbitrated, and any disciplinary proceedings initiated following such failure to file such notice, if any are required, shall be pursuant to the Civil Service Law as provided in Section 3 of Article 11 hereof. A decision by either the Civil Service Commission or an arbitrator shall preclude consideration of the same matter by the other.

## ARTICLE 21

## CITY AUTHORITY

**Section 1.** Nothing in this Agreement shall be construed as delegating to others the authority vested by law in the corporate authority of the city and its duly elected or appointed officers or in any way abridging or reducing such authority or infringing upon the responsibility thereof to the people of the City.

**Section 2.** Except as amended, changed or modified by this agreement, the City retains all management rights and powers granted it by law. Said rights and powers are subject to the terms and conditions of this Agreement and include but are not limited to the following: the right to establish, discontinue or modify those terms and conditions of employment not controlled by this Agreement; the right to operate and manage all manpower, facilities and equipment; the right to establish functions and programs; the right to set and amend budgets; the right to determine the utilization of technology; the right to establish and modify the organizational structure; the right to select, direct and determine the number of personnel and the right to establish work schedules.

## ARTICLE 22

## NON-DISCRIMINATION

During the term of this Agreement neither the City nor the Union shall discriminate with regard to the rights, privileges, power, authority, duty or responsibility of either as to any person with regard to age, sex, marital status, race, color, creed, sexual orientation, national origin, political affiliation or with regard to whether any person is or is not affiliated with the Union.

## ARTICLE 23

## SAVINGS CLAUSE

Should any article, section or portion thereof of this agreement be held unlawful or unenforceable by any court of competent jurisdiction such decision of the court shall apply only to that specific article, section or portion thereof and insofar as may be possible shall not affect the provisions otherwise appearing herein. The City and the Union agree to negotiate as soon as practicable a substitute for the invalidated article, section, or portion thereof.

## ARTICLE 24

## NEWLY CREATED POSITIONS

**Section 1.** When a new job classification is established or an existing one is changed, the City will submit a description in writing and a wage rate to the Union. If the Union wishes to meet with the City regarding the new classification description or wage rate, a meeting will be requested within ten (10) days of the Union's receipt of the wage and classification description. Any unresolved differences of opinion between the parties in regard to wages will be subject to the grievance procedure.

**Section 2.** Any grievances filed concerning wages on a new or changed job classification may be filed in accordance with Article 20 Section 2. If no grievance is filed by the Union within fourteen (14) days of the City's submission of the description and wage rate to the Union, the matter will be deemed settled on the basis of the City's proposal.

**Section 3.** During any period in which there is a dispute concerning wage rates for a new classification, the City may fill such classification temporarily at a rate of pay determined by the City.

## ARTICLE 25

## ENTIRE AGREEMENT

The parties acknowledge that during the negotiations which resulted in the Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that the understandings and agreement arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the City and the Union, for the duration of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated, to bargain collectively with respect to any subject or matter, covered by the terms of this Agreement or bargained about during the negotiations resulting in this Agreement.

However, the City agrees that during the period of this Agreement, it shall not unilaterally change any bona fide past practices and policies with respect to salaries, hours, conditions of employment, and fringe benefits enjoyed by members of the bargaining units without prior consultation and negotiations with the Union. Where past practice conflicts with the express terms of the contract, the contract shall prevail. In order to qualify as a bona fide past practice, such practice must be (1) unequivocal, (2) clearly enunciated and acted upon, and (3) readily ascertainable over a reasonable period of time as a fixed and established practice accepted by both parties.

## ARTICLE 26

## PERSONNEL FILES

**Section 1.** The City shall keep a central personnel file for each employee. Supervisors may keep working files. Nothing in the supervisors file that is not in the employee personnel files can be used against the employee for disciplinary purposes.

**Section 2.** Inspection of employee's personnel file shall be in accordance with the Illinois Personal Records Act, Chapter 48, Section 2000 et. seq.

**Section 3.** An employee who is involved in a current grievance against the employer may designate in writing that a union representative may inspect his or her personnel file subject to the procedures incorporated in Section 2 of this article.

## ARTICLE 27

## TERM OF AGREEMENT

**Section 1.** This Agreement shall become effective as of January 1, 2025 and shall remain in full force and effect through December 31, 2028, and thereafter from year to year, January 1 through the following December 31, until terminated. This Agreement may be terminated by either party hereto by giving written notice to either party sixty (60) days prior to December 31, 2028, or sixty (60) days prior to December 31st of any subsequent year in which termination is sought.

**Section 2.** The Union and the City agree to split equally the costs of printing this Agreement.

**Section: 3.** All previously executed memoranda of understanding, and collective bargaining agreement addenda, settlement agreements, and supplemental agreements not incorporated into this contract shall now and hereafter be null and void.

Dated the _____ day of ____________, 2024

For AFSCME Council 31 and Local 268:

________________________________

________________________________

________________________________

________________________________

________________________________

________________________________

For the City of Decatur, Illinois:

________________________________
City Manager

Attest:

________________________________
City Clerk

## EXHIBIT A*

| Position Classification | Pay Grade |
|---|---|
| Accounting Assistant | 15 |
| Buyer | 16 |
| Chief Water Plant Operator | 20 |
| City Electrician | 20 |
| Construction Code Inspector | |
| Electrical | 21 |
| Heating & Air Conditioning | 21 |
| Plumbing | 21 |
| Structural | 21 |
| Crew Chief | 18 |
| Customer Payment Specialist | 12 |
| Engineering Technician I | 17 |
| Engineering Technician II | 19 |
| Engineering Technician III | 21 |
| Equipment Operator | 16 |
| Fleet Mechanic | 18 |
| Housing Rehabilitation Specialist | 21 |
| Instrumentation and Controls Technician | 20 |
| Lead Fleet Mechanic | 20 |
| Laboratory Technician | 19 |
| Maintenance Mechanic II | 17 |
| Maintenance Technician I | 16 |
| Maintenance Technician II | 18 |
| Neighborhood Service Officer | 20 |
| Network Support Specialist | 17 |
| Office Support Representative | 10 |
| Parking Enforcement Officer | 12 |
| Parts Person | 13 |
| Permit Technician | 11 |
| Plan Examiner | 21 |
| Police Records Clerk | 12 |
| Senior Network Support Specialist | 19 |
| Senior Utility Customer Service Representative | 14 |
| Service Worker | 14 |
| Traffic Signal Technician | 22 |
| Utility Customer Service Representative | 12 |
| Water Meter Repairer | 15 |
| Water Plant Operator I | 16 |
| Water Plant Operator III | 18 |
| Water Service Technician I | 13 |
| Water Service Technician II | 15 |

*To be updated if necessary after the approval/completion of the pending unit clarification petition.

## EXHIBIT B

## HOUR ASSIGNMENTS

| **Section** | **Crews** |
|---|---|
| Streets and Sewers | All |
| Forestry | All |
| Water Distribution | Water service repair and replacement and valve turning |
| Vehicle Maintenance | All Mechanics |
| Traffic | All |

Office Support Representative – Municipal Services

## EXHIBIT C
### General Services Pay Plan as of January 1, 2025
### 4.0% increase

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|
| 1 | P1 (1) | $15.2945 | $611.78 | $1,223.56 | $31,813 |
| | P2 (2) | $15.6424 | $625.70 | $1,251.40 | $32,536 |
| | A (3) | $15.9993 | $639.97 | $1,279.94 | $33,278 |
| | B (4) | $16.2879 | $651.52 | $1,303.03 | $33,879 |
| | C (5) | $16.5690 | $662.76 | $1,325.52 | $34,463 |
| | D (6) | $17.1607 | $686.43 | $1,372.86 | $35,694 |
| | E (7) | $17.7790 | $711.16 | $1,422.32 | $36,980 |
| | F (8) | $18.4344 | $737.37 | $1,474.75 | $38,343 |
| 2 | P1 (1) | $15.8361 | $633.45 | $1,266.89 | $32,939 |
| | P2 (2) | $16.1979 | $647.92 | $1,295.83 | $33,692 |
| | A (3) | $16.5690 | $662.76 | $1,325.52 | $34,463 |
| | B (4) | $16.8617 | $674.47 | $1,348.93 | $35,072 |
| | C (5) | $17.1607 | $686.43 | $1,372.86 | $35,694 |
| | D (6) | $17.7790 | $711.16 | $1,422.32 | $36,980 |
| | E (7) | $18.4344 | $737.37 | $1,474.75 | $38,343 |
| | F (8) | $19.1198 | $764.79 | $1,529.58 | $39,769 |
| 3 | P1 (1) | $16.3986 | $655.95 | $1,311.89 | $34,109 |
| | P2 (2) | $16.7748 | $670.99 | $1,341.99 | $34,892 |
| | A (3) | $17.1607 | $686.43 | $1,372.86 | $35,694 |
| | B (4) | $17.4742 | $698.97 | $1,397.94 | $36,346 |
| | C (5) | $17.7790 | $711.16 | $1,422.32 | $36,980 |
| | D (6) | $18.4344 | $737.37 | $1,474.75 | $38,343 |
| | E (7) | $19.1198 | $764.79 | $1,529.58 | $39,769 |
| | F (8) | $19.8393 | $793.57 | $1,587.15 | $41,266 |
| 4 | P1 (1) | $16.9864 | $679.46 | $1,358.91 | $35,332 |
| | P2 (2) | $17.3777 | $695.11 | $1,390.22 | $36,146 |
| | A (3) | $17.7790 | $711.16 | $1,422.32 | $36,980 |
| | B (4) | $18.1041 | $724.16 | $1,448.33 | $37,656 |
| | C (5) | $18.4344 | $737.37 | $1,474.75 | $38,343 |
| | D (6) | $19.1198 | $764.79 | $1,529.58 | $39,769 |
| | E (7) | $19.8393 | $793.57 | $1,587.15 | $41,266 |
| | F (8) | $20.5936 | $823.74 | $1,647.48 | $42,835 |
| 5 | P1 (1) | $17.6094 | $704.38 | $1,408.75 | $36,628 |
| | P2 (2) | $18.0167 | $720.67 | $1,441.33 | $37,475 |
| | A (3) | $18.4344 | $737.37 | $1,474.75 | $38,343 |
| | B (4) | $18.7727 | $750.91 | $1,501.82 | $39,047 |
| | C (5) | $19.1198 | $764.79 | $1,529.58 | $39,769 |
| | D (6) | $19.8393 | $793.57 | $1,587.15 | $41,266 |
| | E (7) | $20.5936 | $823.74 | $1,647.48 | $42,835 |
| | F (8) | $21.3877 | $855.51 | $1,711.02 | $44,486 |
| 6 | P1 (1) | $18.2610 | $730.44 | $1,460.88 | $37,983 |
| | P2 (2) | $18.6850 | $747.40 | $1,494.80 | $38,865 |
| | A (3) | $19.1198 | $764.79 | $1,529.58 | $39,769 |
| | B (4) | $19.4778 | $779.11 | $1,558.23 | $40,514 |
| | C (5) | $19.8393 | $793.57 | $1,587.15 | $41,266 |
| | D (6) | $20.5936 | $823.74 | $1,647.48 | $42,835 |
| | E (7) | $21.3877 | $855.51 | $1,711.02 | $44,486 |
| | F (8) | $22.2195 | $888.78 | $1,777.56 | $46,217 |

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|
| 7 | P1 (1) | $18.9450 | $757.80 | $1,515.60 | $39,406 |
| | P2 (2) | $19.3865 | $775.46 | $1,550.92 | $40,324 |
| | A (3) | $19.8393 | $793.57 | $1,587.15 | $41,266 |
| | B (4) | $20.2141 | $808.56 | $1,617.13 | $42,045 |
| | C (5) | $20.5936 | $823.74 | $1,647.48 | $42,835 |
| | D (6) | $21.3877 | $855.51 | $1,711.02 | $44,486 |
| | E (7) | $22.2195 | $888.78 | $1,777.56 | $46,217 |
| | F (8) | $23.0952 | $923.81 | $1,847.62 | $48,038 |
| 8 | P1 (1) | $19.6620 | $786.48 | $1,572.96 | $40,897 |
| | P2 (2) | $20.1219 | $804.88 | $1,609.75 | $41,854 |
| | A (3) | $20.5936 | $823.74 | $1,647.48 | $42,835 |
| | B (4) | $20.9863 | $839.45 | $1,678.90 | $43,651 |
| | C (5) | $21.3877 | $855.51 | $1,711.02 | $44,486 |
| | D (6) | $22.2195 | $888.78 | $1,777.56 | $46,217 |
| | E (7) | $23.0952 | $923.81 | $1,847.62 | $48,038 |
| | F (8) | $24.0137 | $960.55 | $1,921.09 | $49,948 |
| 9 | P1 (1) | $20.4169 | $816.68 | $1,633.36 | $42,467 |
| | P2 (2) | $20.8962 | $835.85 | $1,671.69 | $43,464 |
| | A (3) | $21.3877 | $855.51 | $1,711.02 | $44,486 |
| | B (4) | $21.8013 | $872.05 | $1,744.10 | $45,347 |
| | C (5) | $22.2195 | $888.78 | $1,777.56 | $46,217 |
| | D (6) | $23.0952 | $923.81 | $1,847.62 | $48,038 |
| | E (7) | $24.0137 | $960.55 | $1,921.09 | $49,948 |
| | F (8) | $24.9785 | $999.14 | $1,998.28 | $51,955 |
| 10 | P1 (1) | $21.2076 | $848.31 | $1,696.61 | $44,112 |
| | P2 (2) | $21.7072 | $868.29 | $1,736.57 | $45,151 |
| | A (3) | $22.2195 | $888.78 | $1,777.56 | $46,217 |
| | B (4) | $22.6556 | $906.22 | $1,812.45 | $47,124 |
| | C (5) | $23.0952 | $923.81 | $1,847.62 | $48,038 |
| | D (6) | $24.0137 | $960.55 | $1,921.09 | $49,948 |
| | E (7) | $24.9785 | $999.14 | $1,998.28 | $51,955 |
| | F (8) | $25.9895 | $1,039.58 | $2,079.16 | $54,058 |
| 11 | P1 (1) | $22.0401 | $881.60 | $1,763.21 | $45,843 |
| | P2 (2) | $22.5610 | $902.44 | $1,804.88 | $46,927 |
| | A (3) | $23.0952 | $923.81 | $1,847.62 | $48,038 |
| | B (4) | $23.5533 | $942.13 | $1,884.26 | $48,991 |
| | C (5) | $24.0137 | $960.55 | $1,921.09 | $49,948 |
| | D (6) | $24.9785 | $999.14 | $1,998.28 | $51,955 |
| | E (7) | $25.9895 | $1,039.58 | $2,079.16 | $54,058 |
| | F (8) | $27.0550 | $1,082.20 | $2,164.40 | $56,274 |
| 12 | P1 (1) | $22.9133 | $916.53 | $1,833.06 | $47,660 |
| | P2 (2) | $23.4565 | $938.26 | $1,876.52 | $48,790 |
| | A (3) | $24.0137 | $960.55 | $1,921.09 | $49,948 |
| | B (4) | $24.4932 | $979.73 | $1,959.46 | $50,946 |
| | C (5) | $24.9785 | $999.14 | $1,998.28 | $51,955 |
| | D (6) | $25.9895 | $1,039.58 | $2,079.16 | $54,058 |
| | E (7) | $27.0550 | $1,082.20 | $2,164.40 | $56,274 |
| | F (8) | $28.1730 | $1,126.92 | $2,253.84 | $58,600 |

## EXHIBIT C (continued)
## General Services Pay Plan as of January 1, 2025
## 4.0% increase

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY | GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 13 | P1 (1) | $23.8304 | $953.22 | $1,906.43 | $49,567 | 19 | P1 (1) | $30.3725 | $1,214.90 | $2,429.80 | $63,175 |
| | P2 (2) | $24.3972 | $975.89 | $1,951.77 | $50,746 | | P2 (2) | $31.1070 | $1,244.28 | $2,488.56 | $64,703 |
| | A (3) | $24.9785 | $999.14 | $1,998.28 | $51,955 | | A (3) | $31.8604 | $1,274.42 | $2,548.83 | $66,270 |
| | B (4) | $25.4800 | $1,019.20 | $2,038.40 | $52,998 | | B (4) | $32.5441 | $1,301.76 | $2,603.53 | $67,692 |
| | C (5) | $25.9895 | $1,039.58 | $2,079.16 | $54,058 | | C (5) | $33.2208 | $1,328.83 | $2,657.66 | $69,099 |
| | D (6) | $27.0550 | $1,082.20 | $2,164.40 | $56,274 | | D (6) | $34.6454 | $1,385.82 | $2,771.63 | $72,062 |
| | E (7) | $28.1730 | $1,126.92 | $2,253.84 | $58,600 | | E (7) | $36.1371 | $1,445.49 | $2,890.97 | $75,165 |
| | F (8) | $29.3408 | $1,173.63 | $2,347.27 | $61,029 | | F (8) | $37.7133 | $1,508.53 | $3,017.06 | $78,444 |
| 14 | P1 (1) | $24.7915 | $991.66 | $1,983.32 | $51,566 | 20 | P1 (1) | $31.6658 | $1,266.63 | $2,533.26 | $65,865 |
| | P2 (2) | $25.3830 | $1,015.32 | $2,030.64 | $52,797 | | P2 (2) | $32.4335 | $1,297.34 | $2,594.68 | $67,462 |
| | A (3) | $25.9895 | $1,039.58 | $2,079.16 | $54,058 | | A (3) | $33.2208 | $1,328.83 | $2,657.66 | $69,099 |
| | B (4) | $26.5223 | $1,060.89 | $2,121.78 | $55,166 | | B (4) | $33.9346 | $1,357.38 | $2,714.76 | $70,584 |
| | C (5) | $27.0550 | $1,082.20 | $2,164.40 | $56,274 | | C (5) | $34.6454 | $1,385.82 | $2,771.63 | $72,062 |
| | D (6) | $28.1730 | $1,126.92 | $2,253.84 | $58,600 | | D (6) | $36.1371 | $1,445.49 | $2,890.97 | $75,165 |
| | E (7) | $29.3408 | $1,173.63 | $2,347.27 | $61,029 | | E (7) | $37.7133 | $1,508.53 | $3,017.06 | $78,444 |
| | F (8) | $30.5711 | $1,222.84 | $2,445.69 | $63,588 | | F (8) | $39.3583 | $1,574.33 | $3,148.66 | $81,865 |
| 15 | P1 (1) | $25.8044 | $1,032.17 | $2,064.35 | $53,673 | 21 | P1 (1) | $33.0201 | $1,320.80 | $2,641.60 | $68,682 |
| | P2 (2) | $26.4217 | $1,056.87 | $2,113.74 | $54,957 | | P2 (2) | $33.8224 | $1,352.90 | $2,705.80 | $70,351 |
| | A (3) | $27.0550 | $1,082.20 | $2,164.40 | $56,274 | | A (3) | $34.6454 | $1,385.82 | $2,771.63 | $72,062 |
| | B (4) | $27.6102 | $1,104.41 | $2,208.82 | $57,429 | | B (4) | $35.3927 | $1,415.71 | $2,831.42 | $73,617 |
| | C (5) | $28.1730 | $1,126.92 | $2,253.84 | $58,600 | | C (5) | $36.1371 | $1,445.49 | $2,890.97 | $75,165 |
| | D (6) | $29.3408 | $1,173.63 | $2,347.27 | $61,029 | | D (6) | $37.7133 | $1,508.53 | $3,017.06 | $78,444 |
| | E (7) | $30.5711 | $1,222.84 | $2,445.69 | $63,588 | | E (7) | $39.3583 | $1,574.33 | $3,148.66 | $81,865 |
| | F (8) | $31.8604 | $1,274.42 | $2,548.83 | $66,270 | | F (8) | $41.0889 | $1,643.56 | $3,287.11 | $85,465 |
| 16 | P1 (1) | $26.8672 | $1,074.69 | $2,149.38 | $55,884 | 22 | P1 (1) | $34.4381 | $1,377.52 | $2,755.05 | $71,631 |
| | P2 (2) | $27.5119 | $1,100.47 | $2,200.95 | $57,225 | | P2 (2) | $35.2769 | $1,411.07 | $2,822.15 | $73,376 |
| | A (3) | $28.1730 | $1,126.92 | $2,253.84 | $58,600 | | A (3) | $36.1371 | $1,445.49 | $2,890.97 | $75,165 |
| | B (4) | $28.7514 | $1,150.06 | $2,300.12 | $59,803 | | B (4) | $36.9232 | $1,476.93 | $2,953.86 | $76,800 |
| | C (5) | $29.3408 | $1,173.63 | $2,347.27 | $61,029 | | C (5) | $37.7133 | $1,508.53 | $3,017.06 | $78,444 |
| | D (6) | $30.5711 | $1,222.84 | $2,445.69 | $63,588 | | D (6) | $39.3583 | $1,574.33 | $3,148.66 | $81,865 |
| | E (7) | $31.8604 | $1,274.42 | $2,548.83 | $66,270 | | E (7) | $41.0889 | $1,643.56 | $3,287.11 | $85,465 |
| | F (8) | $33.2208 | $1,328.83 | $2,657.66 | $69,099 | | F (8) | $42.9109 | $1,716.44 | $3,432.87 | $89,255 |
| 17 | P1 (1) | $27.9774 | $1,119.10 | $2,238.19 | $58,193 | 23 | P1 (1) | $35.9365 | $1,437.46 | $2,874.92 | $74,748 |
| | P2 (2) | $28.6505 | $1,146.02 | $2,292.04 | $59,593 | | P2 (2) | $36.8136 | $1,472.55 | $2,945.09 | $76,572 |
| | A (3) | $29.3408 | $1,173.63 | $2,347.27 | $61,029 | | A (3) | $37.7133 | $1,508.53 | $3,017.06 | $78,444 |
| | B (4) | $29.9534 | $1,198.13 | $2,396.27 | $62,303 | | B (4) | $38.5387 | $1,541.55 | $3,083.10 | $80,161 |
| | C (5) | $30.5711 | $1,222.84 | $2,445.69 | $63,588 | | C (5) | $39.3583 | $1,574.33 | $3,148.66 | $81,865 |
| | D (6) | $31.8604 | $1,274.42 | $2,548.83 | $66,270 | | D (6) | $41.0889 | $1,643.56 | $3,287.11 | $85,465 |
| | E (7) | $33.2208 | $1,328.83 | $2,657.66 | $69,099 | | E (7) | $42.9109 | $1,716.44 | $3,432.87 | $89,255 |
| | F (8) | $34.6454 | $1,385.82 | $2,771.63 | $72,062 | | F (8) | $44.8185 | $1,792.74 | $3,585.48 | $93,222 |
| 18 | P1 (1) | $29.1469 | $1,165.88 | $2,331.75 | $60,626 | 24 | P1 (1) | $37.5002 | $1,500.01 | $3,000.02 | $78,000 |
| | P2 (2) | $29.8500 | $1,194.00 | $2,388.00 | $62,088 | | P2 (2) | $38.4175 | $1,536.70 | $3,073.40 | $79,908 |
| | A (3) | $30.5711 | $1,222.84 | $2,445.69 | $63,588 | | A (3) | $39.3583 | $1,574.33 | $3,148.66 | $81,865 |
| | B (4) | $31.2195 | $1,248.78 | $2,497.56 | $64,937 | | B (4) | $40.2236 | $1,608.94 | $3,217.89 | $83,665 |
| | C (5) | $31.8604 | $1,274.42 | $2,548.83 | $66,270 | | C (5) | $41.0889 | $1,643.56 | $3,287.11 | $85,465 |
| | D (6) | $33.2208 | $1,328.83 | $2,657.66 | $69,099 | | D (6) | $42.9109 | $1,716.44 | $3,432.87 | $89,255 |
| | E (7) | $34.6454 | $1,385.82 | $2,771.63 | $72,062 | | E (7) | $44.8185 | $1,792.74 | $3,585.48 | $93,222 |
| | F (8) | $36.1371 | $1,445.49 | $2,890.97 | $75,165 | | F (8) | $46.8232 | $1,872.93 | $3,745.86 | $97,392 |

**EXHIBIT D**
**General Services Pay Plan as of January 1, 2026**
**4.0% increase**

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|
| 1 | P1 (1) | $15.9063 | $636.25 | $1,272.51 | $33,085 |
| | P2 (2) | $16.2681 | $650.73 | $1,301.45 | $33,838 |
| | A (3) | $16.6392 | $665.57 | $1,331.14 | $34,610 |
| | B (4) | $16.9394 | $677.58 | $1,355.15 | $35,234 |
| | C (5) | $17.2317 | $689.27 | $1,378.54 | $35,842 |
| | D (6) | $17.8471 | $713.88 | $1,427.77 | $37,122 |
| | E (7) | $18.4902 | $739.61 | $1,479.22 | $38,460 |
| | F (8) | $19.1717 | $766.87 | $1,533.74 | $39,877 |
| 2 | P1 (1) | $16.4696 | $658.78 | $1,317.57 | $34,257 |
| | P2 (2) | $16.8458 | $673.83 | $1,347.67 | $35,039 |
| | A (3) | $17.2317 | $689.27 | $1,378.54 | $35,842 |
| | B (4) | $17.5361 | $701.44 | $1,402.89 | $36,475 |
| | C (5) | $17.8471 | $713.88 | $1,427.77 | $37,122 |
| | D (6) | $18.4902 | $739.61 | $1,479.22 | $38,460 |
| | E (7) | $19.1717 | $766.87 | $1,533.74 | $39,877 |
| | F (8) | $19.8846 | $795.38 | $1,590.77 | $41,360 |
| 3 | P1 (1) | $17.0546 | $682.18 | $1,364.37 | $35,474 |
| | P2 (2) | $17.4458 | $697.83 | $1,395.67 | $36,287 |
| | A (3) | $17.8471 | $713.88 | $1,427.77 | $37,122 |
| | B (4) | $18.1732 | $726.93 | $1,453.85 | $37,800 |
| | C (5) | $18.4902 | $739.61 | $1,479.22 | $38,460 |
| | D (6) | $19.1717 | $766.87 | $1,533.74 | $39,877 |
| | E (7) | $19.8846 | $795.38 | $1,590.77 | $41,360 |
| | F (8) | $20.6329 | $825.32 | $1,650.63 | $42,916 |
| 4 | P1 (1) | $17.6659 | $706.64 | $1,413.27 | $36,745 |
| | P2 (2) | $18.0728 | $722.91 | $1,445.82 | $37,591 |
| | A (3) | $18.4902 | $739.61 | $1,479.22 | $38,460 |
| | B (4) | $18.8282 | $753.13 | $1,506.26 | $39,163 |
| | C (5) | $19.1717 | $766.87 | $1,533.74 | $39,877 |
| | D (6) | $19.8846 | $795.38 | $1,590.77 | $41,360 |
| | E (7) | $20.6329 | $825.32 | $1,650.63 | $42,916 |
| | F (8) | $21.4173 | $856.69 | $1,713.38 | $44,548 |
| 5 | P1 (1) | $18.3138 | $732.55 | $1,465.10 | $38,093 |
| | P2 (2) | $18.7373 | $749.49 | $1,498.99 | $38,974 |
| | A (3) | $19.1717 | $766.87 | $1,533.74 | $39,877 |
| | B (4) | $19.5236 | $780.95 | $1,561.89 | $40,609 |
| | C (5) | $19.8846 | $795.38 | $1,590.77 | $41,360 |
| | D (6) | $20.6329 | $825.32 | $1,650.63 | $42,916 |
| | E (7) | $21.4173 | $856.69 | $1,713.38 | $44,548 |
| | F (8) | $22.2432 | $889.73 | $1,779.46 | $46,266 |
| 6 | P1 (1) | $18.9914 | $759.66 | $1,519.31 | $39,502 |
| | P2 (2) | $19.4323 | $777.29 | $1,554.59 | $40,419 |
| | A (3) | $19.8846 | $795.38 | $1,590.77 | $41,360 |
| | B (4) | $20.2569 | $810.28 | $1,620.55 | $42,134 |
| | C (5) | $20.6329 | $825.32 | $1,650.63 | $42,916 |
| | D (6) | $21.4173 | $856.69 | $1,713.38 | $44,548 |
| | E (7) | $22.2432 | $889.73 | $1,779.46 | $46,266 |
| | F (8) | $23.1083 | $924.33 | $1,848.66 | $48,065 |

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|
| 7 | P1 (1) | $19.7028 | $788.11 | $1,576.22 | $40,982 |
| | P2 (2) | $20.1620 | $806.48 | $1,612.96 | $41,937 |
| | A (3) | $20.6329 | $825.32 | $1,650.63 | $42,916 |
| | B (4) | $21.0227 | $840.91 | $1,681.82 | $43,727 |
| | C (5) | $21.4173 | $856.69 | $1,713.38 | $44,548 |
| | D (6) | $22.2432 | $889.73 | $1,779.46 | $46,266 |
| | E (7) | $23.1083 | $924.33 | $1,848.66 | $48,065 |
| | F (8) | $24.0190 | $960.76 | $1,921.52 | $49,960 |
| 8 | P1 (1) | $20.4485 | $817.94 | $1,635.88 | $42,533 |
| | P2 (2) | $20.9268 | $837.07 | $1,674.14 | $43,528 |
| | A (3) | $21.4173 | $856.69 | $1,713.38 | $44,548 |
| | B (4) | $21.8257 | $873.03 | $1,746.06 | $45,398 |
| | C (5) | $22.2432 | $889.73 | $1,779.46 | $46,266 |
| | D (6) | $23.1083 | $924.33 | $1,848.66 | $48,065 |
| | E (7) | $24.0190 | $960.76 | $1,921.52 | $49,960 |
| | F (8) | $24.9742 | $998.97 | $1,997.94 | $51,946 |
| 9 | P1 (1) | $21.2336 | $849.34 | $1,698.69 | $44,166 |
| | P2 (2) | $21.7320 | $869.28 | $1,738.56 | $45,203 |
| | A (3) | $22.2432 | $889.73 | $1,779.46 | $46,266 |
| | B (4) | $22.6733 | $906.93 | $1,813.87 | $47,161 |
| | C (5) | $23.1083 | $924.33 | $1,848.66 | $48,065 |
| | D (6) | $24.0190 | $960.76 | $1,921.52 | $49,960 |
| | E (7) | $24.9742 | $998.97 | $1,997.94 | $51,946 |
| | F (8) | $25.9776 | $1,039.10 | $2,078.21 | $54,033 |
| 10 | P1 (1) | $22.0559 | $882.24 | $1,764.47 | $45,876 |
| | P2 (2) | $22.5754 | $903.02 | $1,806.04 | $46,957 |
| | A (3) | $23.1083 | $924.33 | $1,848.66 | $48,065 |
| | B (4) | $23.5618 | $942.47 | $1,884.94 | $49,009 |
| | C (5) | $24.0190 | $960.76 | $1,921.52 | $49,960 |
| | D (6) | $24.9742 | $998.97 | $1,997.94 | $51,946 |
| | E (7) | $25.9776 | $1,039.10 | $2,078.21 | $54,033 |
| | F (8) | $27.0291 | $1,081.17 | $2,162.33 | $56,221 |
| 11 | P1 (1) | $22.9217 | $916.87 | $1,833.74 | $47,677 |
| | P2 (2) | $23.4634 | $938.54 | $1,877.07 | $48,804 |
| | A (3) | $24.0190 | $960.76 | $1,921.52 | $49,960 |
| | B (4) | $24.4954 | $979.82 | $1,959.63 | $50,950 |
| | C (5) | $24.9742 | $998.97 | $1,997.94 | $51,946 |
| | D (6) | $25.9776 | $1,039.10 | $2,078.21 | $54,033 |
| | E (7) | $27.0291 | $1,081.17 | $2,162.33 | $56,221 |
| | F (8) | $28.1372 | $1,125.49 | $2,250.97 | $58,525 |
| 12 | P1 (1) | $23.8298 | $953.19 | $1,906.38 | $49,566 |
| | P2 (2) | $24.3948 | $975.79 | $1,951.58 | $50,741 |
| | A (3) | $24.9742 | $998.97 | $1,997.94 | $51,946 |
| | B (4) | $25.4729 | $1,018.92 | $2,037.83 | $52,984 |
| | C (5) | $25.9776 | $1,039.10 | $2,078.21 | $54,033 |
| | D (6) | $27.0291 | $1,081.17 | $2,162.33 | $56,221 |
| | E (7) | $28.1372 | $1,125.49 | $2,250.97 | $58,525 |
| | F (8) | $29.3000 | $1,172.00 | $2,344.00 | $60,944 |

## EXHIBIT D (continued)
## General Services Pay Plan as of January 1, 2026
### 4.0% increase

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|
| 13 | P1 (1) | $24.7836 | $991.34 | $1,982.69 | $51,550 |
| | P2 (2) | $25.3731 | $1,014.92 | $2,029.85 | $52,776 |
| | A (3) | $25.9776 | $1,039.10 | $2,078.21 | $54,033 |
| | B (4) | $26.4992 | $1,059.97 | $2,119.93 | $55,118 |
| | C (5) | $27.0291 | $1,081.17 | $2,162.33 | $56,221 |
| | D (6) | $28.1372 | $1,125.49 | $2,250.97 | $58,525 |
| | E (7) | $29.3000 | $1,172.00 | $2,344.00 | $60,944 |
| | F (8) | $30.5145 | $1,220.58 | $2,441.16 | $63,470 |
| 14 | P1 (1) | $25.7832 | $1,031.33 | $2,062.66 | $53,629 |
| | P2 (2) | $26.3983 | $1,055.93 | $2,111.86 | $54,908 |
| | A (3) | $27.0291 | $1,081.17 | $2,162.33 | $56,221 |
| | B (4) | $27.5831 | $1,103.33 | $2,206.65 | $57,373 |
| | C (5) | $28.1372 | $1,125.49 | $2,250.97 | $58,525 |
| | D (6) | $29.3000 | $1,172.00 | $2,344.00 | $60,944 |
| | E (7) | $30.5145 | $1,220.58 | $2,441.16 | $63,470 |
| | F (8) | $31.7940 | $1,271.76 | $2,543.52 | $66,131 |
| 15 | P1 (1) | $26.8365 | $1,073.46 | $2,146.92 | $55,820 |
| | P2 (2) | $27.4786 | $1,099.14 | $2,198.29 | $57,156 |
| | A (3) | $28.1372 | $1,125.49 | $2,250.97 | $58,525 |
| | B (4) | $28.7146 | $1,148.59 | $2,297.17 | $59,726 |
| | C (5) | $29.3000 | $1,172.00 | $2,344.00 | $60,944 |
| | D (6) | $30.5145 | $1,220.58 | $2,441.16 | $63,470 |
| | E (7) | $31.7940 | $1,271.76 | $2,543.52 | $66,131 |
| | F (8) | $33.1348 | $1,325.39 | $2,650.78 | $68,920 |
| 16 | P1 (1) | $27.9419 | $1,117.68 | $2,235.35 | $58,119 |
| | P2 (2) | $28.6123 | $1,144.49 | $2,288.99 | $59,514 |
| | A (3) | $29.3000 | $1,172.00 | $2,344.00 | $60,944 |
| | B (4) | $29.9015 | $1,196.06 | $2,392.12 | $62,195 |
| | C (5) | $30.5145 | $1,220.58 | $2,441.16 | $63,470 |
| | D (6) | $31.7940 | $1,271.76 | $2,543.52 | $66,131 |
| | E (7) | $33.1348 | $1,325.39 | $2,650.78 | $68,920 |
| | F (8) | $34.5496 | $1,381.99 | $2,763.97 | $71,863 |
| 17 | P1 (1) | $29.0965 | $1,163.86 | $2,327.72 | $60,521 |
| | P2 (2) | $29.7965 | $1,191.86 | $2,383.72 | $61,977 |
| | A (3) | $30.5145 | $1,220.58 | $2,441.16 | $63,470 |
| | B (4) | $31.1515 | $1,246.06 | $2,492.12 | $64,795 |
| | C (5) | $31.7940 | $1,271.76 | $2,543.52 | $66,131 |
| | D (6) | $33.1348 | $1,325.39 | $2,650.78 | $68,920 |
| | E (7) | $34.5496 | $1,381.99 | $2,763.97 | $71,863 |
| | F (8) | $36.0312 | $1,441.25 | $2,882.50 | $74,945 |
| 18 | P1 (1) | $30.3128 | $1,212.51 | $2,425.02 | $63,051 |
| | P2 (2) | $31.0440 | $1,241.76 | $2,483.52 | $64,571 |
| | A (3) | $31.7940 | $1,271.76 | $2,543.52 | $66,131 |
| | B (4) | $32.4683 | $1,298.73 | $2,597.46 | $67,534 |
| | C (5) | $33.1348 | $1,325.39 | $2,650.78 | $68,920 |
| | D (6) | $34.5496 | $1,381.99 | $2,763.97 | $71,863 |
| | E (7) | $36.0312 | $1,441.25 | $2,882.50 | $74,945 |
| | F (8) | $37.5826 | $1,503.31 | $3,006.61 | $78,172 |
| 19 | P1 (1) | $31.5874 | $1,263.50 | $2,526.99 | $65,702 |
| | P2 (2) | $32.3513 | $1,294.05 | $2,588.11 | $67,291 |
| | A (3) | $33.1348 | $1,325.39 | $2,650.78 | $68,920 |
| | B (4) | $33.8458 | $1,353.83 | $2,707.67 | $70,399 |
| | C (5) | $34.5496 | $1,381.99 | $2,763.97 | $71,863 |
| | D (6) | $36.0312 | $1,441.25 | $2,882.50 | $74,945 |
| | E (7) | $37.5826 | $1,503.31 | $3,006.61 | $78,172 |
| | F (8) | $39.2218 | $1,568.87 | $3,137.75 | $81,581 |
| 20 | P1 (1) | $32.9324 | $1,317.30 | $2,634.59 | $68,499 |
| | P2 (2) | $33.7308 | $1,349.23 | $2,698.46 | $70,160 |
| | A (3) | $34.5496 | $1,381.99 | $2,763.97 | $71,863 |
| | B (4) | $35.2919 | $1,411.68 | $2,823.36 | $73,407 |
| | C (5) | $36.0312 | $1,441.25 | $2,882.50 | $74,945 |
| | D (6) | $37.5826 | $1,503.31 | $3,006.61 | $78,172 |
| | E (7) | $39.2218 | $1,568.87 | $3,137.75 | $81,581 |
| | F (8) | $40.9326 | $1,637.31 | $3,274.61 | $85,140 |
| 21 | P1 (1) | $34.3409 | $1,373.63 | $2,747.27 | $71,429 |
| | P2 (2) | $35.1753 | $1,407.01 | $2,814.03 | $73,165 |
| | A (3) | $36.0312 | $1,441.25 | $2,882.50 | $74,945 |
| | B (4) | $36.8084 | $1,472.34 | $2,944.67 | $76,562 |
| | C (5) | $37.5826 | $1,503.31 | $3,006.61 | $78,172 |
| | D (6) | $39.2218 | $1,568.87 | $3,137.75 | $81,581 |
| | E (7) | $40.9326 | $1,637.31 | $3,274.61 | $85,140 |
| | F (8) | $42.7324 | $1,709.30 | $3,418.60 | $88,883 |
| 22 | P1 (1) | $35.8156 | $1,432.63 | $2,865.25 | $74,497 |
| | P2 (2) | $36.6879 | $1,467.52 | $2,935.04 | $76,311 |
| | A (3) | $37.5826 | $1,503.31 | $3,006.61 | $78,172 |
| | B (4) | $38.4001 | $1,536.01 | $3,072.01 | $79,872 |
| | C (5) | $39.2218 | $1,568.87 | $3,137.75 | $81,581 |
| | D (6) | $40.9326 | $1,637.31 | $3,274.61 | $85,140 |
| | E (7) | $42.7324 | $1,709.30 | $3,418.60 | $88,883 |
| | F (8) | $44.6273 | $1,785.09 | $3,570.19 | $92,825 |
| 23 | P1 (1) | $37.3739 | $1,494.96 | $2,989.91 | $77,738 |
| | P2 (2) | $38.2862 | $1,531.45 | $3,062.89 | $79,635 |
| | A (3) | $39.2218 | $1,568.87 | $3,137.75 | $81,581 |
| | B (4) | $40.0803 | $1,603.21 | $3,206.42 | $83,367 |
| | C (5) | $40.9326 | $1,637.31 | $3,274.61 | $85,140 |
| | D (6) | $42.7324 | $1,709.30 | $3,418.60 | $88,883 |
| | E (7) | $44.6273 | $1,785.09 | $3,570.19 | $92,825 |
| | F (8) | $46.6112 | $1,864.45 | $3,728.90 | $96,951 |
| 24 | P1 (1) | $39.0002 | $1,560.01 | $3,120.02 | $81,120 |
| | P2 (2) | $39.9542 | $1,598.17 | $3,196.34 | $83,105 |
| | A (3) | $40.9326 | $1,637.31 | $3,274.61 | $85,140 |
| | B (4) | $41.8325 | $1,673.30 | $3,346.60 | $87,012 |
| | C (5) | $42.7324 | $1,709.30 | $3,418.60 | $88,883 |
| | D (6) | $44.6273 | $1,785.09 | $3,570.19 | $92,825 |
| | E (7) | $46.6112 | $1,864.45 | $3,728.90 | $96,951 |
| | F (8) | $48.6962 | $1,947.85 | $3,895.69 | $101,288 |

**EXHIBIT E**
**General Services Pay Plan as of January 1, 2027**
**4.0% increase**

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|
| 1 | P1 (1) | $16.5426 | $661.70 | $1,323.41 | $34,409 |
| | P2 (2) | $16.9189 | $676.75 | $1,353.51 | $35,191 |
| | A (3) | $17.3048 | $692.19 | $1,384.38 | $35,994 |
| | B (4) | $17.6170 | $704.68 | $1,409.36 | $36,643 |
| | C (5) | $17.9210 | $716.84 | $1,433.68 | $37,276 |
| | D (6) | $18.5610 | $742.44 | $1,484.88 | $38,607 |
| | E (7) | $19.2298 | $769.19 | $1,538.38 | $39,998 |
| | F (8) | $19.9386 | $797.54 | $1,595.09 | $41,472 |
| 2 | P1 (1) | $17.1284 | $685.13 | $1,370.27 | $35,627 |
| | P2 (2) | $17.5197 | $700.79 | $1,401.57 | $36,441 |
| | A (3) | $17.9210 | $716.84 | $1,433.68 | $37,276 |
| | B (4) | $18.2376 | $729.50 | $1,459.01 | $37,934 |
| | C (5) | $18.5610 | $742.44 | $1,484.88 | $38,607 |
| | D (6) | $19.2298 | $769.19 | $1,538.38 | $39,998 |
| | E (7) | $19.9386 | $797.54 | $1,595.09 | $41,472 |
| | F (8) | $20.6800 | $827.20 | $1,654.40 | $43,014 |
| 3 | P1 (1) | $17.7368 | $709.47 | $1,418.94 | $36,892 |
| | P2 (2) | $18.1437 | $725.75 | $1,451.49 | $37,739 |
| | A (3) | $18.5610 | $742.44 | $1,484.88 | $38,607 |
| | B (4) | $18.9001 | $756.00 | $1,512.01 | $39,312 |
| | C (5) | $19.2298 | $769.19 | $1,538.38 | $39,998 |
| | D (6) | $19.9386 | $797.54 | $1,595.09 | $41,472 |
| | E (7) | $20.6800 | $827.20 | $1,654.40 | $43,014 |
| | F (8) | $21.4582 | $858.33 | $1,716.66 | $44,633 |
| 4 | P1 (1) | $18.3725 | $734.90 | $1,469.80 | $38,215 |
| | P2 (2) | $18.7957 | $751.83 | $1,503.66 | $39,095 |
| | A (3) | $19.2298 | $769.19 | $1,538.38 | $39,998 |
| | B (4) | $19.5814 | $783.26 | $1,566.51 | $40,729 |
| | C (5) | $19.9386 | $797.54 | $1,595.09 | $41,472 |
| | D (6) | $20.6800 | $827.20 | $1,654.40 | $43,014 |
| | E (7) | $21.4582 | $858.33 | $1,716.66 | $44,633 |
| | F (8) | $22.2740 | $890.96 | $1,781.92 | $46,330 |
| 5 | P1 (1) | $19.0463 | $761.85 | $1,523.71 | $39,616 |
| | P2 (2) | $19.4868 | $779.47 | $1,558.95 | $40,533 |
| | A (3) | $19.9386 | $797.54 | $1,595.09 | $41,472 |
| | B (4) | $20.3046 | $812.18 | $1,624.37 | $42,234 |
| | C (5) | $20.6800 | $827.20 | $1,654.40 | $43,014 |
| | D (6) | $21.4582 | $858.33 | $1,716.66 | $44,633 |
| | E (7) | $22.2740 | $890.96 | $1,781.92 | $46,330 |
| | F (8) | $23.1329 | $925.32 | $1,850.64 | $48,117 |
| 6 | P1 (1) | $19.7511 | $790.04 | $1,580.09 | $41,082 |
| | P2 (2) | $20.2096 | $808.39 | $1,616.77 | $42,036 |
| | A (3) | $20.6800 | $827.20 | $1,654.40 | $43,014 |
| | B (4) | $21.0672 | $842.69 | $1,685.38 | $43,820 |
| | C (5) | $21.4582 | $858.33 | $1,716.66 | $44,633 |
| | D (6) | $22.2740 | $890.96 | $1,781.92 | $46,330 |
| | E (7) | $23.1329 | $925.32 | $1,850.64 | $48,117 |
| | F (8) | $24.0326 | $961.30 | $1,922.61 | $49,988 |
| 7 | P1 (1) | $20.4909 | $819.64 | $1,639.27 | $42,621 |
| | P2 (2) | $20.9684 | $838.74 | $1,677.48 | $43,614 |
| | A (3) | $21.4582 | $858.33 | $1,716.66 | $44,633 |
| | B (4) | $21.8636 | $874.54 | $1,749.09 | $45,476 |
| | C (5) | $22.2740 | $890.96 | $1,781.92 | $46,330 |
| | D (6) | $23.1329 | $925.32 | $1,850.64 | $48,117 |
| | E (7) | $24.0326 | $961.30 | $1,922.61 | $49,988 |
| | F (8) | $24.9798 | $999.19 | $1,998.38 | $51,958 |
| 8 | P1 (1) | $21.2664 | $850.66 | $1,701.31 | $44,234 |
| | P2 (2) | $21.7638 | $870.55 | $1,741.11 | $45,269 |
| | A (3) | $22.2740 | $890.96 | $1,781.92 | $46,330 |
| | B (4) | $22.6988 | $907.95 | $1,815.90 | $47,213 |
| | C (5) | $23.1329 | $925.32 | $1,850.64 | $48,117 |
| | D (6) | $24.0326 | $961.30 | $1,922.61 | $49,988 |
| | E (7) | $24.9798 | $999.19 | $1,998.38 | $51,958 |
| | F (8) | $25.9732 | $1,038.93 | $2,077.86 | $54,024 |
| 9 | P1 (1) | $22.0830 | $883.32 | $1,766.64 | $45,933 |
| | P2 (2) | $22.6013 | $904.05 | $1,808.11 | $47,011 |
| | A (3) | $23.1329 | $925.32 | $1,850.64 | $48,117 |
| | B (4) | $23.5803 | $943.21 | $1,886.42 | $49,047 |
| | C (5) | $24.0326 | $961.30 | $1,922.61 | $49,988 |
| | D (6) | $24.9798 | $999.19 | $1,998.38 | $51,958 |
| | E (7) | $25.9732 | $1,038.93 | $2,077.86 | $54,024 |
| | F (8) | $27.0167 | $1,080.67 | $2,161.34 | $56,195 |
| 10 | P1 (1) | $22.9382 | $917.53 | $1,835.05 | $47,711 |
| | P2 (2) | $23.4785 | $939.14 | $1,878.28 | $48,835 |
| | A (3) | $24.0326 | $961.30 | $1,922.61 | $49,988 |
| | B (4) | $24.5043 | $980.17 | $1,960.34 | $50,969 |
| | C (5) | $24.9798 | $999.19 | $1,998.38 | $51,958 |
| | D (6) | $25.9732 | $1,038.93 | $2,077.86 | $54,024 |
| | E (7) | $27.0167 | $1,080.67 | $2,161.34 | $56,195 |
| | F (8) | $28.1103 | $1,124.41 | $2,248.82 | $58,469 |
| 11 | P1 (1) | $23.8386 | $953.54 | $1,907.09 | $49,584 |
| | P2 (2) | $24.4019 | $976.08 | $1,952.15 | $50,756 |
| | A (3) | $24.9798 | $999.19 | $1,998.38 | $51,958 |
| | B (4) | $25.4752 | $1,019.01 | $2,038.02 | $52,988 |
| | C (5) | $25.9732 | $1,038.93 | $2,077.86 | $54,024 |
| | D (6) | $27.0167 | $1,080.67 | $2,161.34 | $56,195 |
| | E (7) | $28.1103 | $1,124.41 | $2,248.82 | $58,469 |
| | F (8) | $29.2626 | $1,170.51 | $2,341.01 | $60,866 |
| 12 | P1 (1) | $24.7830 | $991.32 | $1,982.64 | $51,549 |
| | P2 (2) | $25.3706 | $1,014.82 | $2,029.64 | $52,771 |
| | A (3) | $25.9732 | $1,038.93 | $2,077.86 | $54,024 |
| | B (4) | $26.4918 | $1,059.67 | $2,119.35 | $55,103 |
| | C (5) | $27.0167 | $1,080.67 | $2,161.34 | $56,195 |
| | D (6) | $28.1103 | $1,124.41 | $2,248.82 | $58,469 |
| | E (7) | $29.2626 | $1,170.51 | $2,341.01 | $60,866 |
| | F (8) | $30.4719 | $1,218.88 | $2,437.76 | $63,382 |

## EXHIBIT E (continued)
## General Services Pay Plan as of January 1, 2027
## 4.0% increase

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|
| 13 | P1 (1) | $25.7750 | $1,031.00 | $2,062.00 | $53,612 |
| | P2 (2) | $26.3880 | $1,055.52 | $2,111.04 | $54,887 |
| | A (3) | $27.0167 | $1,080.67 | $2,161.34 | $56,195 |
| | B (4) | $27.5591 | $1,102.36 | $2,204.73 | $57,323 |
| | C (5) | $28.1103 | $1,124.41 | $2,248.82 | $58,469 |
| | D (6) | $29.2626 | $1,170.51 | $2,341.01 | $60,866 |
| | E (7) | $30.4719 | $1,218.88 | $2,437.76 | $63,382 |
| | F (8) | $31.7351 | $1,269.40 | $2,538.80 | $66,009 |
| 14 | P1 (1) | $26.8145 | $1,072.58 | $2,145.16 | $55,774 |
| | P2 (2) | $27.4542 | $1,098.17 | $2,196.34 | $57,105 |
| | A (3) | $28.1103 | $1,124.41 | $2,248.82 | $58,469 |
| | B (4) | $28.6865 | $1,147.46 | $2,294.92 | $59,668 |
| | C (5) | $29.2626 | $1,170.51 | $2,341.01 | $60,866 |
| | D (6) | $30.4719 | $1,218.88 | $2,437.76 | $63,382 |
| | E (7) | $31.7351 | $1,269.40 | $2,538.80 | $66,009 |
| | F (8) | $33.0657 | $1,322.63 | $2,645.26 | $68,777 |
| 15 | P1 (1) | $27.9100 | $1,116.40 | $2,232.80 | $58,053 |
| | P2 (2) | $28.5778 | $1,143.11 | $2,286.22 | $59,442 |
| | A (3) | $29.2626 | $1,170.51 | $2,341.01 | $60,866 |
| | B (4) | $29.8632 | $1,194.53 | $2,389.06 | $62,116 |
| | C (5) | $30.4719 | $1,218.88 | $2,437.76 | $63,382 |
| | D (6) | $31.7351 | $1,269.40 | $2,538.80 | $66,009 |
| | E (7) | $33.0657 | $1,322.63 | $2,645.26 | $68,777 |
| | F (8) | $34.4602 | $1,378.41 | $2,756.82 | $71,677 |
| 16 | P1 (1) | $29.0596 | $1,162.38 | $2,324.77 | $60,444 |
| | P2 (2) | $29.7568 | $1,190.27 | $2,380.55 | $61,894 |
| | A (3) | $30.4719 | $1,218.88 | $2,437.76 | $63,382 |
| | B (4) | $31.0976 | $1,243.90 | $2,487.80 | $64,683 |
| | C (5) | $31.7351 | $1,269.40 | $2,538.80 | $66,009 |
| | D (6) | $33.0657 | $1,322.63 | $2,645.26 | $68,777 |
| | E (7) | $34.4602 | $1,378.41 | $2,756.82 | $71,677 |
| | F (8) | $35.9316 | $1,437.26 | $2,874.53 | $74,738 |
| 17 | P1 (1) | $30.2603 | $1,210.41 | $2,420.83 | $62,942 |
| | P2 (2) | $30.9884 | $1,239.53 | $2,479.07 | $64,456 |
| | A (3) | $31.7351 | $1,269.40 | $2,538.80 | $66,009 |
| | B (4) | $32.3976 | $1,295.90 | $2,591.81 | $67,387 |
| | C (5) | $33.0657 | $1,322.63 | $2,645.26 | $68,777 |
| | D (6) | $34.4602 | $1,378.41 | $2,756.82 | $71,677 |
| | E (7) | $35.9316 | $1,437.26 | $2,874.53 | $74,738 |
| | F (8) | $37.4725 | $1,498.90 | $2,997.80 | $77,943 |
| 18 | P1 (1) | $31.5253 | $1,261.01 | $2,522.02 | $65,573 |
| | P2 (2) | $32.2857 | $1,291.43 | $2,582.86 | $67,154 |
| | A (3) | $33.0657 | $1,322.63 | $2,645.26 | $68,777 |
| | B (4) | $33.7670 | $1,350.68 | $2,701.36 | $70,235 |
| | C (5) | $34.4602 | $1,378.41 | $2,756.82 | $71,677 |
| | D (6) | $35.9316 | $1,437.26 | $2,874.53 | $74,738 |
| | E (7) | $37.4725 | $1,498.90 | $2,997.80 | $77,943 |
| | F (8) | $39.0859 | $1,563.44 | $3,126.87 | $81,299 |

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|
| 19 | P1 (1) | $32.8509 | $1,314.04 | $2,628.07 | $68,330 |
| | P2 (2) | $33.6454 | $1,345.82 | $2,691.63 | $69,982 |
| | A (3) | $34.4602 | $1,378.41 | $2,756.82 | $71,677 |
| | B (4) | $35.1997 | $1,407.99 | $2,815.97 | $73,215 |
| | C (5) | $35.9316 | $1,437.26 | $2,874.53 | $74,738 |
| | D (6) | $37.4725 | $1,498.90 | $2,997.80 | $77,943 |
| | E (7) | $39.0859 | $1,563.44 | $3,126.87 | $81,299 |
| | F (8) | $40.7907 | $1,631.63 | $3,263.26 | $84,845 |
| 20 | P1 (1) | $34.2497 | $1,369.99 | $2,739.98 | $71,239 |
| | P2 (2) | $35.0800 | $1,403.20 | $2,806.40 | $72,966 |
| | A (3) | $35.9316 | $1,437.26 | $2,874.53 | $74,738 |
| | B (4) | $36.7036 | $1,468.14 | $2,936.29 | $76,344 |
| | C (5) | $37.4725 | $1,498.90 | $2,997.80 | $77,943 |
| | D (6) | $39.0859 | $1,563.44 | $3,126.87 | $81,299 |
| | E (7) | $40.7907 | $1,631.63 | $3,263.26 | $84,845 |
| | F (8) | $42.5699 | $1,702.80 | $3,405.60 | $88,545 |
| 21 | P1 (1) | $35.7145 | $1,428.58 | $2,857.16 | $74,286 |
| | P2 (2) | $36.5824 | $1,463.29 | $2,926.59 | $76,091 |
| | A (3) | $37.4725 | $1,498.90 | $2,997.80 | $77,943 |
| | B (4) | $38.2808 | $1,531.23 | $3,062.46 | $79,624 |
| | C (5) | $39.0859 | $1,563.44 | $3,126.87 | $81,299 |
| | D (6) | $40.7907 | $1,631.63 | $3,263.26 | $84,845 |
| | E (7) | $42.5699 | $1,702.80 | $3,405.60 | $88,545 |
| | F (8) | $44.4417 | $1,777.67 | $3,555.34 | $92,439 |
| 22 | P1 (1) | $37.2483 | $1,489.93 | $2,979.86 | $77,476 |
| | P2 (2) | $38.1555 | $1,526.22 | $3,052.44 | $79,363 |
| | A (3) | $39.0859 | $1,563.44 | $3,126.87 | $81,299 |
| | B (4) | $39.9361 | $1,597.45 | $3,194.89 | $83,067 |
| | C (5) | $40.7907 | $1,631.63 | $3,263.26 | $84,845 |
| | D (6) | $42.5699 | $1,702.80 | $3,405.60 | $88,545 |
| | E (7) | $44.4417 | $1,777.67 | $3,555.34 | $92,439 |
| | F (8) | $46.4124 | $1,856.50 | $3,712.99 | $96,538 |
| 23 | P1 (1) | $38.8689 | $1,554.75 | $3,109.51 | $80,847 |
| | P2 (2) | $39.8176 | $1,592.71 | $3,185.41 | $82,821 |
| | A (3) | $40.7907 | $1,631.63 | $3,263.26 | $84,845 |
| | B (4) | $41.6835 | $1,667.34 | $3,334.68 | $86,702 |
| | C (5) | $42.5699 | $1,702.80 | $3,405.60 | $88,545 |
| | D (6) | $44.4417 | $1,777.67 | $3,555.34 | $92,439 |
| | E (7) | $46.4124 | $1,856.50 | $3,712.99 | $96,538 |
| | F (8) | $48.4757 | $1,939.03 | $3,878.05 | $100,829 |
| 24 | P1 (1) | $40.5602 | $1,622.41 | $3,244.82 | $84,365 |
| | P2 (2) | $41.5524 | $1,662.09 | $3,324.19 | $86,429 |
| | A (3) | $42.5699 | $1,702.80 | $3,405.60 | $88,545 |
| | B (4) | $43.5058 | $1,740.23 | $3,480.47 | $90,492 |
| | C (5) | $44.4417 | $1,777.67 | $3,555.34 | $92,439 |
| | D (6) | $46.4124 | $1,856.50 | $3,712.99 | $96,538 |
| | E (7) | $48.4757 | $1,939.03 | $3,878.05 | $100,829 |
| | F (8) | $50.6440 | $2,025.76 | $4,051.52 | $105,340 |

**EXHIBIT F**
**General Services Pay Plan as of January 1, 2028**
**4.0% increase**

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|
| 1 | P1 (1) | $17.2043 | $688.17 | $1,376.34 | $35,785 |
| | P2 (2) | $17.5956 | $703.82 | $1,407.65 | $36,599 |
| | A (3) | $17.9970 | $719.88 | $1,439.76 | $37,434 |
| | B (4) | $18.3217 | $732.87 | $1,465.73 | $38,109 |
| | C (5) | $18.6379 | $745.51 | $1,491.03 | $38,767 |
| | D (6) | $19.3034 | $772.14 | $1,544.28 | $40,151 |
| | E (7) | $19.9990 | $799.96 | $1,599.92 | $41,598 |
| | F (8) | $20.7361 | $829.45 | $1,658.89 | $43,131 |
| 2 | P1 (1) | $17.8135 | $712.54 | $1,425.08 | $37,052 |
| | P2 (2) | $18.2205 | $728.82 | $1,457.64 | $37,899 |
| | A (3) | $18.6379 | $745.51 | $1,491.03 | $38,767 |
| | B (4) | $18.9671 | $758.68 | $1,517.37 | $39,452 |
| | C (5) | $19.3034 | $772.14 | $1,544.28 | $40,151 |
| | D (6) | $19.9990 | $799.96 | $1,599.92 | $41,598 |
| | E (7) | $20.7361 | $829.45 | $1,658.89 | $43,131 |
| | F (8) | $21.5071 | $860.29 | $1,720.57 | $44,735 |
| 3 | P1 (1) | $18.4462 | $737.85 | $1,475.70 | $38,368 |
| | P2 (2) | $18.8694 | $754.78 | $1,509.55 | $39,248 |
| | A (3) | $19.3034 | $772.14 | $1,544.28 | $40,151 |
| | B (4) | $19.6561 | $786.24 | $1,572.49 | $40,885 |
| | C (5) | $19.9990 | $799.96 | $1,599.92 | $41,598 |
| | D (6) | $20.7361 | $829.45 | $1,658.89 | $43,131 |
| | E (7) | $21.5071 | $860.29 | $1,720.57 | $44,735 |
| | F (8) | $22.3165 | $892.66 | $1,785.32 | $46,418 |
| 4 | P1 (1) | $19.1074 | $764.30 | $1,528.59 | $39,743 |
| | P2 (2) | $19.5475 | $781.90 | $1,563.80 | $40,659 |
| | A (3) | $19.9990 | $799.96 | $1,599.92 | $41,598 |
| | B (4) | $20.3646 | $814.59 | $1,629.17 | $42,358 |
| | C (5) | $20.7361 | $829.45 | $1,658.89 | $43,131 |
| | D (6) | $21.5071 | $860.29 | $1,720.57 | $44,735 |
| | E (7) | $22.3165 | $892.66 | $1,785.32 | $46,418 |
| | F (8) | $23.1649 | $926.60 | $1,853.20 | $48,183 |
| 5 | P1 (1) | $19.8082 | $792.33 | $1,584.65 | $41,201 |
| | P2 (2) | $20.2663 | $810.65 | $1,621.30 | $42,154 |
| | A (3) | $20.7361 | $829.45 | $1,658.89 | $43,131 |
| | B (4) | $21.1168 | $844.67 | $1,689.34 | $43,923 |
| | C (5) | $21.5071 | $860.29 | $1,720.57 | $44,735 |
| | D (6) | $22.3165 | $892.66 | $1,785.32 | $46,418 |
| | E (7) | $23.1649 | $926.60 | $1,853.20 | $48,183 |
| | F (8) | $24.0583 | $962.33 | $1,924.66 | $50,041 |
| 6 | P1 (1) | $20.5411 | $821.65 | $1,643.29 | $42,726 |
| | P2 (2) | $21.0180 | $840.72 | $1,681.44 | $43,718 |
| | A (3) | $21.5071 | $860.29 | $1,720.57 | $44,735 |
| | B (4) | $21.9099 | $876.40 | $1,752.79 | $45,573 |
| | C (5) | $22.3165 | $892.66 | $1,785.32 | $46,418 |
| | D (6) | $23.1649 | $926.60 | $1,853.20 | $48,183 |
| | E (7) | $24.0583 | $962.33 | $1,924.66 | $50,041 |
| | F (8) | $24.9939 | $999.76 | $1,999.51 | $51,987 |

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|
| 7 | P1 (1) | $21.3105 | $852.42 | $1,704.84 | $44,326 |
| | P2 (2) | $21.8072 | $872.29 | $1,744.57 | $45,359 |
| | A (3) | $22.3165 | $892.66 | $1,785.32 | $46,418 |
| | B (4) | $22.7381 | $909.53 | $1,819.05 | $47,295 |
| | C (5) | $23.1649 | $926.60 | $1,853.20 | $48,183 |
| | D (6) | $24.0583 | $962.33 | $1,924.66 | $50,041 |
| | E (7) | $24.9939 | $999.76 | $1,999.51 | $51,987 |
| | F (8) | $25.9789 | $1,039.16 | $2,078.32 | $54,036 |
| 8 | P1 (1) | $22.1171 | $884.68 | $1,769.37 | $46,004 |
| | P2 (2) | $22.6344 | $905.38 | $1,810.75 | $47,080 |
| | A (3) | $23.1649 | $926.60 | $1,853.20 | $48,183 |
| | B (4) | $23.6067 | $944.27 | $1,888.54 | $49,102 |
| | C (5) | $24.0583 | $962.33 | $1,924.66 | $50,041 |
| | D (6) | $24.9939 | $999.76 | $1,999.51 | $51,987 |
| | E (7) | $25.9789 | $1,039.16 | $2,078.32 | $54,036 |
| | F (8) | $27.0121 | $1,080.49 | $2,160.97 | $56,185 |
| 9 | P1 (1) | $22.9663 | $918.65 | $1,837.30 | $47,770 |
| | P2 (2) | $23.5054 | $940.21 | $1,880.43 | $48,891 |
| | A (3) | $24.0583 | $962.33 | $1,924.66 | $50,041 |
| | B (4) | $24.5235 | $980.94 | $1,961.88 | $51,009 |
| | C (5) | $24.9939 | $999.76 | $1,999.51 | $51,987 |
| | D (6) | $25.9789 | $1,039.16 | $2,078.32 | $54,036 |
| | E (7) | $27.0121 | $1,080.49 | $2,160.97 | $56,185 |
| | F (8) | $28.0974 | $1,123.89 | $2,247.79 | $58,443 |
| 10 | P1 (1) | $23.8557 | $954.23 | $1,908.46 | $49,620 |
| | P2 (2) | $24.4176 | $976.70 | $1,953.41 | $50,789 |
| | A (3) | $24.9939 | $999.76 | $1,999.51 | $51,987 |
| | B (4) | $25.4844 | $1,019.38 | $2,038.76 | $53,008 |
| | C (5) | $25.9789 | $1,039.16 | $2,078.32 | $54,036 |
| | D (6) | $27.0121 | $1,080.49 | $2,160.97 | $56,185 |
| | E (7) | $28.0974 | $1,123.89 | $2,247.79 | $58,443 |
| | F (8) | $29.2347 | $1,169.39 | $2,338.78 | $60,808 |
| 11 | P1 (1) | $24.7921 | $991.68 | $1,983.37 | $51,568 |
| | P2 (2) | $25.3780 | $1,015.12 | $2,030.24 | $52,786 |
| | A (3) | $25.9789 | $1,039.16 | $2,078.32 | $54,036 |
| | B (4) | $26.4942 | $1,059.77 | $2,119.54 | $55,108 |
| | C (5) | $27.0121 | $1,080.49 | $2,160.97 | $56,185 |
| | D (6) | $28.0974 | $1,123.89 | $2,247.79 | $58,443 |
| | E (7) | $29.2347 | $1,169.39 | $2,338.78 | $60,808 |
| | F (8) | $30.4332 | $1,217.33 | $2,434.65 | $63,301 |
| 12 | P1 (1) | $25.7743 | $1,030.97 | $2,061.94 | $53,611 |
| | P2 (2) | $26.3854 | $1,055.41 | $2,110.83 | $54,882 |
| | A (3) | $27.0121 | $1,080.49 | $2,160.97 | $56,185 |
| | B (4) | $27.5515 | $1,102.06 | $2,204.12 | $57,307 |
| | C (5) | $28.0974 | $1,123.89 | $2,247.79 | $58,443 |
| | D (6) | $29.2347 | $1,169.39 | $2,338.78 | $60,808 |
| | E (7) | $30.4332 | $1,217.33 | $2,434.65 | $63,301 |
| | F (8) | $31.6908 | $1,267.63 | $2,535.27 | $65,917 |

## EXHIBIT F (continued)
## General Services Pay Plan as of January 1, 2028
## 4.0% increase

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|
| 13 | P1 (1) | $26.8060 | $1,072.24 | $2,144.48 | $55,756 |
| | P2 (2) | $27.4435 | $1,097.74 | $2,195.48 | $57,083 |
| | A (3) | $28.0974 | $1,123.89 | $2,247.79 | $58,443 |
| | B (4) | $28.6615 | $1,146.46 | $2,292.92 | $59,616 |
| | C (5) | $29.2347 | $1,169.39 | $2,338.78 | $60,808 |
| | D (6) | $30.4332 | $1,217.33 | $2,434.65 | $63,301 |
| | E (7) | $31.6908 | $1,267.63 | $2,535.27 | $65,917 |
| | F (8) | $33.0045 | $1,320.18 | $2,640.36 | $68,649 |
| 14 | P1 (1) | $27.8871 | $1,115.48 | $2,230.97 | $58,005 |
| | P2 (2) | $28.5524 | $1,142.09 | $2,284.19 | $59,389 |
| | A (3) | $29.2347 | $1,169.39 | $2,338.78 | $60,808 |
| | B (4) | $29.8339 | $1,193.36 | $2,386.71 | $62,055 |
| | C (5) | $30.4332 | $1,217.33 | $2,434.65 | $63,301 |
| | D (6) | $31.6908 | $1,267.63 | $2,535.27 | $65,917 |
| | E (7) | $33.0045 | $1,320.18 | $2,640.36 | $68,649 |
| | F (8) | $34.3884 | $1,375.53 | $2,751.07 | $71,528 |
| 15 | P1 (1) | $29.0264 | $1,161.06 | $2,322.11 | $60,375 |
| | P2 (2) | $29.7209 | $1,188.83 | $2,377.67 | $61,819 |
| | A (3) | $30.4332 | $1,217.33 | $2,434.65 | $63,301 |
| | B (4) | $31.0578 | $1,242.31 | $2,484.62 | $64,600 |
| | C (5) | $31.6908 | $1,267.63 | $2,535.27 | $65,917 |
| | D (6) | $33.0045 | $1,320.18 | $2,640.36 | $68,649 |
| | E (7) | $34.3884 | $1,375.53 | $2,751.07 | $71,528 |
| | F (8) | $35.8386 | $1,433.54 | $2,867.09 | $74,544 |
| 16 | P1 (1) | $30.2220 | $1,208.88 | $2,417.76 | $62,862 |
| | P2 (2) | $30.9471 | $1,237.88 | $2,475.77 | $64,370 |
| | A (3) | $31.6908 | $1,267.63 | $2,535.27 | $65,917 |
| | B (4) | $32.3415 | $1,293.66 | $2,587.32 | $67,270 |
| | C (5) | $33.0045 | $1,320.18 | $2,640.36 | $68,649 |
| | D (6) | $34.3884 | $1,375.53 | $2,751.07 | $71,528 |
| | E (7) | $35.8386 | $1,433.54 | $2,867.09 | $74,544 |
| | F (8) | $37.3689 | $1,494.76 | $2,989.51 | $77,727 |
| 17 | P1 (1) | $31.4708 | $1,258.83 | $2,517.66 | $65,459 |
| | P2 (2) | $32.2279 | $1,289.12 | $2,578.23 | $67,034 |
| | A (3) | $33.0045 | $1,320.18 | $2,640.36 | $68,649 |
| | B (4) | $33.6935 | $1,347.74 | $2,695.48 | $70,082 |
| | C (5) | $34.3884 | $1,375.53 | $2,751.07 | $71,528 |
| | D (6) | $35.8386 | $1,433.54 | $2,867.09 | $74,544 |
| | E (7) | $37.3689 | $1,494.76 | $2,989.51 | $77,727 |
| | F (8) | $38.9714 | $1,558.86 | $3,117.71 | $81,060 |
| 18 | P1 (1) | $32.7863 | $1,311.45 | $2,622.90 | $68,196 |
| | P2 (2) | $33.5772 | $1,343.09 | $2,686.17 | $69,841 |
| | A (3) | $34.3884 | $1,375.53 | $2,751.07 | $71,528 |
| | B (4) | $35.1177 | $1,404.71 | $2,809.42 | $73,045 |
| | C (5) | $35.8386 | $1,433.54 | $2,867.09 | $74,544 |
| | D (6) | $37.3689 | $1,494.76 | $2,989.51 | $77,727 |
| | E (7) | $38.9714 | $1,558.86 | $3,117.71 | $81,060 |
| | F (8) | $40.6494 | $1,625.97 | $3,251.95 | $84,551 |

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|
| 19 | P1 (1) | $34.1650 | $1,366.60 | $2,733.20 | $71,063 |
| | P2 (2) | $34.9912 | $1,399.65 | $2,799.30 | $72,782 |
| | A (3) | $35.8386 | $1,433.54 | $2,867.09 | $74,544 |
| | B (4) | $36.6077 | $1,464.31 | $2,928.61 | $76,144 |
| | C (5) | $37.3689 | $1,494.76 | $2,989.51 | $77,727 |
| | D (6) | $38.9714 | $1,558.86 | $3,117.71 | $81,060 |
| | E (7) | $40.6494 | $1,625.97 | $3,251.95 | $84,551 |
| | F (8) | $42.4223 | $1,696.89 | $3,393.79 | $88,238 |
| 20 | P1 (1) | $35.6197 | $1,424.79 | $2,849.57 | $74,089 |
| | P2 (2) | $36.4832 | $1,459.33 | $2,918.66 | $75,885 |
| | A (3) | $37.3689 | $1,494.76 | $2,989.51 | $77,727 |
| | B (4) | $38.1718 | $1,526.87 | $3,053.74 | $79,397 |
| | C (5) | $38.9714 | $1,558.86 | $3,117.71 | $81,060 |
| | D (6) | $40.6494 | $1,625.97 | $3,251.95 | $84,551 |
| | E (7) | $42.4223 | $1,696.89 | $3,393.79 | $88,238 |
| | F (8) | $44.2727 | $1,770.91 | $3,541.82 | $92,087 |
| 21 | P1 (1) | $37.1431 | $1,485.72 | $2,971.45 | $77,258 |
| | P2 (2) | $38.0457 | $1,521.83 | $3,043.65 | $79,135 |
| | A (3) | $38.9714 | $1,558.86 | $3,117.71 | $81,060 |
| | B (4) | $39.8120 | $1,592.48 | $3,184.96 | $82,809 |
| | C (5) | $40.6494 | $1,625.97 | $3,251.95 | $84,551 |
| | D (6) | $42.4223 | $1,696.89 | $3,393.79 | $88,238 |
| | E (7) | $44.2727 | $1,770.91 | $3,541.82 | $92,087 |
| | F (8) | $46.2194 | $1,848.78 | $3,697.55 | $96,136 |
| 22 | P1 (1) | $38.7382 | $1,549.53 | $3,099.06 | $80,575 |
| | P2 (2) | $39.6817 | $1,587.27 | $3,174.53 | $82,538 |
| | A (3) | $40.6494 | $1,625.97 | $3,251.95 | $84,551 |
| | B (4) | $41.5336 | $1,661.34 | $3,322.69 | $86,390 |
| | C (5) | $42.4223 | $1,696.89 | $3,393.79 | $88,238 |
| | D (6) | $44.2727 | $1,770.91 | $3,541.82 | $92,087 |
| | E (7) | $46.2194 | $1,848.78 | $3,697.55 | $96,136 |
| | F (8) | $48.2689 | $1,930.76 | $3,861.51 | $100,399 |
| 23 | P1 (1) | $40.4236 | $1,616.95 | $3,233.89 | $84,081 |
| | P2 (2) | $41.4103 | $1,656.41 | $3,312.83 | $86,133 |
| | A (3) | $42.4223 | $1,696.89 | $3,393.79 | $88,238 |
| | B (4) | $43.3508 | $1,734.03 | $3,468.06 | $90,170 |
| | C (5) | $44.2727 | $1,770.91 | $3,541.82 | $92,087 |
| | D (6) | $46.2194 | $1,848.78 | $3,697.55 | $96,136 |
| | E (7) | $48.2689 | $1,930.76 | $3,861.51 | $100,399 |
| | F (8) | $50.4147 | $2,016.59 | $4,033.18 | $104,863 |
| 24 | P1 (1) | $42.1827 | $1,687.31 | $3,374.61 | $87,740 |
| | P2 (2) | $43.2145 | $1,728.58 | $3,457.16 | $89,886 |
| | A (3) | $44.2727 | $1,770.91 | $3,541.82 | $92,087 |
| | B (4) | $45.2461 | $1,809.84 | $3,619.69 | $94,112 |
| | C (5) | $46.2194 | $1,848.78 | $3,697.55 | $96,136 |
| | D (6) | $48.2689 | $1,930.76 | $3,861.51 | $100,399 |
| | E (7) | $50.4147 | $2,016.59 | $4,033.18 | $104,863 |
| | F (8) | $52.6698 | $2,106.79 | $4,213.58 | $109,553 |

# EXHIBIT G

**HEALTH INSURANCE PLAN HIGHLIGHTS--EFFECTIVE 01/01/2025**

| HEALTH PLANS | | | |
|---|---|---|---|
| | **PJ1005-250** | **PJ1009-750** | **PE4337 QHDHP** |
| **PLAN YEAR DEDCUTIBLE** | | | |
| Single (In network/out of network) | $250/$500 | $750/$1,500 | $1,1650/$3,000 |
| Family/person (in/out of network) | $750/$1500 | $2,250/$4,500 | $3,300/$4,500 |
| **MAX OUT OF POCKET** | | | |
| Single (In network/out of network) | $2,000/$4000 | $3,000/$6,000 | $3,000/$6,000 |
| Family/person (in/out of network) | $4,000/$8,000 | $6,000/$12,000 | $7,150/$22,500 |
| HSA Eligible: | | No | No |
| **Premium Contributions** Bi-Monthly Deduction (*Not the Monthly Premium*) | | | |
| SINGLE coverage | $46 | $19 | $5 |
| EMP + SPOUSE Coverage | $97 | $45 | $23 |
| EMP + CHILDREN Coverage | $92 | $44 | $22 |
| FAMILY Coverage | $143 | $67 | $34 |
| **Rx Out of Pocket Max** | | | |
| Single/Family | $1,000/$3,000 | $1,000/$3,000 | Included w/Medical |
| **Hospital Services** | | | |
| In Network | 20% after deductible | 20% after deductible | 20% after deductible |
| Out of Network | 40% after dedcuctible | 40% after dedcuctible | 40% after dedcuctible |
| **Emergency Services** | | | |
| In/Out of Network | Deductible does not apply | $150 CoPay for NE-Deductible does not apply | 20% after deductible |
| **Physician Services** | | | |
| In Network | 20% after deductible | $20 Copay | 20% after deductible |
| Out of Network | 40% after dedcuctible | 40% after dedcuctible | 40% after dedcuctible |
| **Therapy & Nursing** | | | |
| PT, OT, ST | 20% after ded- 60 Visits Combined | 20% after ded- 60 Visits Combined | 20% after ded- 60 Visits Combined |
| Chiropractor | 20% after ded - 25 visits | 20% after ded - 25 visits | 20% after ded - 25 visits |
| Naprapath | 20% after ded - 15 visits | 20% after ded - 15 visits | 20% after ded - 15 visits |
| Private Duty Nursing | 20% after ded - 60 visits | 20% after ded - 60 visits | 20% after ded - 60 visits |
| **Presription Drugs** | | | |
| **Prescription-In Network Retail** (30 day supply) | $10 Generic<br>$20 Brand Drug<br>$50 Non-Preferred<br>$50 Specialty<br>Self-Injectibles-Covered | $10 Generic<br>$20 Brand Drug<br>$50 Non-Preferred<br>$50 Specialty<br>Self-Injectibles-Covered | 20% afer ded in Network<br>Self-Injectibles-Covered |
| **Prescription-In Network Mail** (90-day supply) | $20 Generic<br>$40 Brand Drug<br>$100 Non-Preferred | $20 Generic<br>$40 Brand Drug<br>$100 Non-Preferred | 20% after deductible in Network |

NOTE: The above chart represents only a summary of plan benefits and related information, and is provided for illustrative purposes only. It is not intended as a substitute for the plan document. For detailed information on plan benefits, conditions, limitations, and exclusions, please refer to the plan document.

# COLLECTIVE BARGAINING AGREEMENT

**between**

# A. F. S. C. M. E. LOCAL 268

**and the**

# CITY OF DECATUR, ILLINOIS

**January 1, ~~2023~~2025**

**through**

**December 31, ~~2024~~2028**

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## AGREEMENT

## A.F.S.C.M.E. LOCAL 268

## CITY OF DECATUR, ILLINOIS

**January 1, ~~2023~~ 2025 to December 31, ~~2024~~202~~7~~8**

This Agreement has been made and entered into by and between the City of Decatur, Illinois (hereinafter referred to as the "City"), and the American Federation of State, County and Municipal Employees, AFL-CIO, Council 31 for and on behalf of Local 268 (hereinafter referred to as the "Union").

## PREAMBLE

In order to establish harmonious employment relations through a mutual process, to provide fair and equitable treatment to all employees, to achieve full recognition for the value of employees and the vital and necessary work they perform, to specify wages, hours, benefits, and working conditions, and to provide for the prompt and equitable resolution of disputes, the parties agree as follows.

## ARTICLE I

## GENERAL

**Section 1.** This Agreement is entered into for the purpose of promoting harmonious relations between the City and the Union, the establishment of an equitable and peaceful procedure for the resolution of differences, and to promote the morale, rights, privileges and well-being of the employees of the city.

**Section 2.** The employees of the City shall regard themselves as employees of the public and are to be governed by the highest ideals of honesty and integrity in all their public conduct and in their personal conduct insofar as the same might reflect upon them or their representation as public employees in order that they may merit the respect and confidence of the public which employs them and which they serve.

**Section 3.** The City recognizes the Union as the sole and exclusive bargaining representative for the purposes of establishing wages, hours and conditions of employment for all regular, full-time employees in the classifications listed in Exhibit A.

**Section 4.** The classifications or job titles listed in Exhibit A are for descriptive purposes only. Their use is neither an indication nor a guarantee that these classifications or titles will continue to be utilized by the City.

**Section 5.** A regular, full-time employee is an employee who is not a probationary employee, and who works a regular duty week of forty hours or more, excluding temporary or seasonal employees, and also excluding those employees whose services are performed as part of an unemployment work-relief or work training program assisted or financed in whole or in part by any Federal agency or an agency of the State of Illinois.

**Section 6. Temporary Employees** - Nothing contained herein shall preclude the City from hiring temporary employees due to leave, illness or other extraordinary circumstance, or as seasonal employees. Such temporary employees shall not be entitled to any of the benefits outlined herein, except statutory benefits as provided by law. The City will not engage temporary employees in bargaining unit positions for more than 1,000 hours per calendar year. This limitation can be extended in individual situations by mutual consent of the City and the Union.

## ARTICLE 2

## PLACE OF RESIDENCE

**Section 1.** Persons appointed to positions in the classified service shall reside within 50 miles of the~~the~~ corporate limits of the City of Decatur ~~Macon County or within the corporate limits of any municipality extending into Macon County. Any persons appointed to a position in the classified service prior to June 5, 2017, who resided outside of Macon County but within fifteen (15) miles of the corporate limits of the City of Decatur shall be allowed to continue to maintain said residency. However, in the event they change their place of residence after October 1, 2021, they shall be required to reside within Macon County or within any municipality extending into the corporate limits of Macon County.~~ Upon original appointment, an appointee may reside outside said limits but shall be required as a condition of continued employment to comply with said residency requirement no later than ninety (90) days after the completion of said appointee's probationary period.

## ARTICLE 3

## UNION SECURITY

**Section 1.** The City agrees to deduct from the pay of those employees who individually request it any and all of the following: union membership dues, assessments or fees, P.E.O.P.L.E. contributions, union sponsored health and welfare plan contributions. If any employee does not have a check coming to him, or such check is not large enough to satisfy said deductions, no deduction shall be made from the wages or salary of such employee for that month.

**Section 2.** Upon receipt of an appropriate written authorization from an employee, such authorized deductions shall be made in accordance with law. The aggregate deductions of all employees and a list of their names, addresses and last four digits of their social security numbers shall be remitted at least semi-monthly to the Union at the address designated in writing to the Employer by the Union. The Union shall advise the Employer of any increase in dues or other approved deductions in writing at least thirty (30) days prior to its effective date.

**Section 3.** The Employer shall honor employee's individually authorized deduction forms and shall make such deductions in the amounts certified by the Union for union dues, assessments, or fees and P.E.O.P.L.E contributions. Authorized deductions shall continue until revoked by the employee in accordance with the terms under which an employee voluntarily authorized said deductions and applicable laws.

**Section 4.** The Union shall indemnify the City and any department of the City and hold it harmless against any and all claims, demands, suits or other forms of liability that may arise out of, or by reason of, any action taken by the City or any department of the City for the purpose of complying with the provisions of this Article.

## ARTICLE 4

## INTERRUPTION OF DUTY

**Section 1.** While this Agreement is in effect it is understood that there shall be no strike, lock out, slow down, unauthorized absenteeism or interruption of duty or other interference with the efficient operation of the city service.

## ARTICLE 5

## HOURS OF DUTY

**Section 1.** The regular hours of duty each day shall be consecutive except that they may be interrupted by a lunch period and even if so interrupted, such lunch period shall be disregarded in considering whether or not such hours are consecutive.

Employees shall neither be permitted nor mandated to work more than sixteen (16) consecutive hours. Employees who work sixteen (16) consecutive hours shall be provided a minimum eight (8) hour off-duty rest period immediately thereafter. This provision supersedes all other provisions of the Collective Bargaining Agreement relating to hours of duty and overtime. This provision may be temporarily suspended by mutual agreement between the City and the Union for good cause.

**Section 2.** (a) The normal duty week may consist of five (5) consecutive eight (8) hour duty days Monday through Friday inclusive, or, with the consent of the department director and the employee or employees involved, four (4) ten (10) hour duty days during the period Monday through Friday, except for employees in continuous operations, parking enforcement officers, persons assigned to the Information Technology (IT) Department, and persons assigned to a unit in the Police Department. Employees in continuous operations in the Water Production Division shall have a duty week consisting of five (5) consecutive eight (8) hour days followed by at least two (2) consecutive days off; such employees may elect to utilize an accumulated holiday or vacation day when a third consecutive day off is scheduled.

(b) The City may establish new shifts, within the limitations provided in this Section. Employees within job classifications in the affected department which have been assigned to a new shift shall be permitted to volunteer for such assignment to any new shift. Such employee requests shall be honored in order by seniority; such opportunity to volunteer for assignment to such new shift shall be offered to employees not less frequently than once per fiscal year, and more senior employees may bump less senior employees there from. The City shall assign employees to a new shift after all eligible employees have had an opportunity to volunteer for assignment thereto. When a new shift has been so established and staffed, as herein provided, the City may transfer employees of the same classification between and among all shifts within the affected department if it finds that any shift, as staffed, does not contain sufficient seniority among the employees thereof to operate in the best interests of the City; provided that, the City may not so transfer any employee from a new shift until all employees in the same classification and on the same new shift, with less seniority, have been transferred. The City cannot create new shifts solely to avoid payment of overtime.

**Section 3.** Except during periods when snow and ice control shifts are in operation, employees shall be scheduled to serve on a regular duty shift which has a regular starting and quitting time.

**Section 4.** (a) A snow and ice control shift is a scheduled duty day in excess of eight (8) hours called for the purpose of snow or ice control during periods of heavy or expected heavy snowfall or ice accumulations.

(b) A snow and ice control shift may be ordered by the Municipal Services Manager or his/her designee when, in his opinion, snow or ice is accumulating, has accumulated or is expected to accumulate on the public streets at such depths or at such a rate that around-the-clock snow or ice control operations are necessary until the public streets are clear and the period of accumulation is ended.

(c) The City shall not use or call snow and ice control shifts for the purpose of avoiding or circumventing payment for overtime.

(d) Three lists of employees shall be established with preference being determined by seniority, during the month of November to be designated A, B and FM shifts for the purposes of snow and ice control shifts and ordinary snow and ice control overtime. Employees of like positions on the A and B lists shall be allowed to trade positions on said lists during the year subject to the approval of the Department Director, which approval shall not be unreasonably withheld.

(e) For purposes of snow and ice control, the following two shifts are recognized: 11:00 a.m. to 11:00 p.m., and 11:00 p.m. to 11:00 a.m. The first shift of employees called to duty for a snow and ice control shift, whether it be the 11:00 a.m. to 11:00 p.m. shift or the 11:00 p.m. to 11:00 a.m. shift, shall be given the opportunity to work all regularly scheduled hours during the duty day on which the snow and ice control shift was worked as well as the hours required for the snow and ice control shift.

(f) If the snow and ice control shifts have been canceled prior to or during the second shift of employees called to duty during the first 24 hours of said shifts, whether it be the 11:00 a.m. to 11:00 p.m. shift or the 11:00 p.m. to 11:00 a.m. shift, said second shift of employees shall work a minimum of eight hours and be given the opportunity to work no more than twelve hours. On the last snow and ice control shift, the employee may request to leave after eight (8) hours. Permission shall be granted based on operational necessity.

(g) Employees may be called to report to duty for a snow and ice control shift within two hours of the regularly scheduled starting time of said shift. Employees may be held over for up to two hours at the end of a snow and ice control shift if the snow and ice control shifts have been canceled prior to the end of such shift but additional snow and ice control is needed or desired.

(h) Employees shall be called for voluntary or emergency snow and ice control overtime, as opposed to snow and ice control shifts, in the order of seniority as they appear on lists A and B established herein according to the time during which the necessity for reporting for overtime duty arises. The City may call an employee to report to duty for voluntary or emergency snow and ice control overtime within two hours of the regularly scheduled starting time of the A or B list to which such employee belongs. The City may not work any employee in excess of two hours beyond the regular quitting time of said employee's A or B list.

(i) An employee shall be told when being called for overtime for snow and ice control purposes whether such is for voluntary or emergency overtime or whether a snow and ice control shift has been called.

(j) Scheduling of Fleet Maintenance personnel for snow and ice control shifts shall be as follows:

Fleet Maintenance personnel (except the Parts Person~~/Dispatcher~~) shall be called for shifts per Article 5, Sections 4 (a) through (i) above, with the following exceptions. Fleet Maintenance personnel shall be called for overtime on a rotating basis, a minimum of 2 mechanics per shift, except that no employee shall be made to work more than sixteen (16) hours including his/her regular shift when the regular duty day falls within the overtime period. If the Parts Person/Dispatcher is unavailable, mechanics will be permitted to obtain parts directly from the parts room, provided they document the parts obtained and the equipment on which the parts are used.

The Parts Person~~/Dispatcher~~ shall be permitted to select, during the month of November, the snow and ice control shift, either 11:00 am to 11:00 p.m. or 11:00 p.m. to 11:00 a.m., he/she prefers to work for the duration of the snow and ice control season. If no preference is expressed, the Fleet Supervisor shall make a shift assignment for the Parts Person~~/Dispatcher~~.

(k) During a twelve-hour shift, available mechanics will be distributed between the two twelve-hour shifts.

**Section 5.** Duty schedules showing the employee's respective shifts, duty days, rate of pay and hours shall be posted in each departmental office.

**Section 6.** Employees engaged in continuous operations are those employees engaged in an operation for which there is regularly scheduled employment 24 hours each day of the week. Hours of duty of employees in classified service assigned to continuous operations shall be established so that the average weekly duty hours in any year, other than hours during which such employees are necessarily summoned to or kept on duty, shall not exceed 40 hours.

**Section 7.** Employees shall be granted a lunch period during each duty shift as near as practicable at the middle thereof which said lunch period shall not exceed one hour.

**Section 8.** (a) The City and the Union agree that the regular hours of duty for the Municipal Services Division positions listed in Exhibit B shall be from 7:00 a.m. to 3:30 p.m. ~~Hours for Municipal Services Division clerical staff will be from 7:30 a.m. to 4:00 p.m. unless changed by the Department Director.~~ Regular hours of duty for the Water Services Division positions listed in Exhibit B shall be 7:00 a.m. to 3:30 p.m.

(b) With regard to employees whose position was scheduled to work a regular duty day of 8:00 a.m. to 5:00 p.m., the City may, with the employee's consent, reschedule such employee provided that said hours of duty do not commence prior to 7:00 a.m. nor terminate later than 7:00 p.m.

(c) With regard to employees whose position was scheduled to work a regular duty day of eight consecutive hours, with 1/2 hour of paid time for lunch, the City may reschedule such employee such that said employee is required to work 8 1/2 consecutive hours, with 1/2 hour unpaid for lunch.

(d) An employee may be held over beyond the quitting time of his/her regular shift to complete task(s) currently in progress. An employee working in non-emergency situations and held over beyond the quitting time of his/her regular shift will be allowed a reasonable absence to attend to personal business provided that reasonable accommodations can be made. Employees returning to work under this section are not considered to be called back.

(e) The City may create a second shift limited to garage and vehicle maintenance employees running from 1:30 p.m. to 10:00 p.m. A minimum of two (2) employees will be assigned to second shift garage and vehicle maintenance shifts, and employees assigned to this shift shall receive an hourly wage that is $1.50 per hour greater than whatever their regular shift rate of compensation would be. Fleet maintenance employees shall be permitted to volunteer for such assignment to the second shift in order of seniority. The City shall assign employees to the new shift beginning with the employee with least seniority and working upward after all eligible employees have had an opportunity to volunteer for assignment thereto.

## ARTICLE 6

## SALARIES AND WAGES

**Section 1.** The annual rate of pay for each step and grade of the pay plan as set out in Exhibit C for the respective classified positions as listed under Article 1 shall be effective January 1, ~~2023~~ 2025and shall represent a ~~three- and one-half percent (3.50%)~~ four (4.00%) increase over wages paid for contract year ~~2022~~2024.

**Section 2.** (a) The annual rate of pay for each step and grade of the pay plan for the respective classified positions in effect January 1, ~~2024~~2026, shall be as per Exhibit D, and shall represent a ~~four percent (4.00%) increase~~ four (4.00%) increase over wages paid as of January 1, ~~2023~~2025.

**Section 3.** (a). The annual rate of pay for each step and grade of the pay plan for the respective classified positions in effect January 1, 2027, shall be as per Exhibit E, and shall represent a four (4.00%) increase over wages paid as of January 1, 2026.

Section 4. (a). The annual rate of pay for each step and grade of the pay plan for the respective classified positions in effect January 1, 2028, shall be as per Exhibit F and shall represent a four (4.00%) increase over wages paid as of January 1, 2027.

**Section ~~3~~5.** (a) Any regular, full-time employee (external or employee coming from a position not represented by this CBA) hired shall commence service at the lowest ~~grade~~ step provided in the schedule of pay grades for such classification. Advancement from a lower ~~grade~~ step to a higher ~~grade~~ step for grades A through F shall be based upon attainment of at least a fully acceptable rating on the employee's performance evaluation. ~~Advancement from steps P1 and P2 shall not be made prior to three (3) months services in such steps, P2 to A shall be made no later than 6 months from service in such step, and advancement from all other steps shall not be made prior to one (1) years' service in each of such steps.~~ In no case shall advancement from any step for any employee who has completed his/her probationary period be withheld for more than one (1) year from the earliest possible date for such advancement.

**Step Schedule**

**Service Time** **Step**

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| | |
|---|---|
| Start | P1 (1) |
| 3 months | P2 (2) |
| 6 months | A (3) |
| 1 year | B (4) |
| 2 years | C (5) |
| 3 years | D (6) |
| 4 years | E (7) |
| 5 years | F (8) |

(b) If an existing employee moves to a different position and starts at Step P2 (2), employee will remain at this step for 6 months and be in Step A (3) for 6 months before eligible for Step B (4). Employee will be at Step B (4) for 1 year, and yearly step increases will occur thereafter on anniversary date of new position until employee tops out at Step F (8).

If an existing employee moves to a different position and starts at Step A (3), employee will remain at this step for 1 year before eligible for Step B (4). Employee will be at Step B (4) for 1 year, and yearly step increases will occur thereafter on anniversary date of new position until employee tops out at Step F (8).

If an existing employee moves to a different position and starts at Steps B-F (4-8), employee will stay at that step for 1 year before eligible for next step increase. Yearly step increases will occur thereafter on the anniversary date of new position until employee tops out at Step F (8).

**Section ~~4~~6.** When an employee is temporarily assigned to generally perform the duties of a classified position which is assigned a higher wage or salary in said pay plan than the classified position regularly occupied by said employee, such employee for the time he/she is so temporarily assigned shall be paid the wage or salary of the position to which such employee is temporarily assigned. Further this provision shall not apply if the duties so performed are in connection with the training program such employee is engaged in. When an employee has been assigned as herein described for a period in excess of 120 total days, within the term of this Agreement, the Human Resources Department shall examine the situation and report to the City Manager as to whether said position or positions should be reclassified.

**Section ~~5~~7.** The City may offer employees the option of participation in a "cafeteria plan," as permitted by Section 125 of the Internal Revenue Code. Participation by any employee shall be on a voluntary basis.

**Section ~~6~~8.** (a) Effective May 1, 2000, all employees who have been employed for five (5) or more years will be eligible for Incentive Pay. Incentive Pay will be calculated on the basis of credits accumulated according to the following schedule:

| | |
|---|---|
| Employees with 25 to 59 credits | $150/yr. |
| Employees with 60 to 89 credits | $300/yr. |
| Employees with 90 to 119 credits | $450/yr. |
| Employees with 120 to 149 credits | $600/yr. |
| Employees with 150 to 179 credits | $750/yr. |
| Employees with 180 or more credits | $900/yr. |

**Types of Credit** - Credits will be earned in accordance with the following schedule:

| | |
|---|---|
| For each year of service | 5 credits/yr. |
| For the number of continuous years from the present with no preventable job injury(ies) | 1 credit/yr. |
| For the number of continuous years from the present with no preventable vehicle accident(s) | 1 credit/yr. |
| For the number of continuous years from the present with no absences per year | 1 credit/yr. |
| For the number of continuous years from the present with no disciplinary action(s) | 1 credit/yr. |
| For each credit earned toward a baccalaureate or graduate degree at an accredited college or university | 1 credit |
| For each new certification earned for a job-related skill (not involving CEUs or college credits) | 1 credit |
| For each continuing educational unit (CEU) earned for a job-related skill | 1 credit |

Payment - Incentive Pay will be determined semiannually and will be paid pro rata bi-weekly.

Suspension of Payment - In the event of an employee's leave of absence for either a duty-related or non-duty-related injury, illness or disability, Incentive Pay shall continue to be earned by the employee, but payment shall be suspended after day thirty (30) of the leave, for the duration of the leave, for the purpose of facilitating the employee's receipt of Illinois Municipal Retirement Fund (IMRF) disability benefits; i.e. continuation of service credits, pension protection, and eligibility for death benefits. All incentive payments earned while the employee is on a qualified leave of absence shall be payable upon the employee's return to duty, on the following regular bi-weekly payroll cycle. In the event the employee is not released to return to duty, the accrued incentive pay shall be disbursed with the employee's final pay.

(b) A premium will be paid annually at the end of the fiscal year per the following schedule to any employee who maintains and uses for the City's benefit the following certification(s) for any portions of that fiscal year:

Certified Pesticide Applicator - $300
Certified Pesticide Operator - $150
IEPA Certified Drinking Water Supply Operator – Class D - $300
Class A Commercial Driver's License (CDL) - $300
Certified Forklift Trainer $300
Certified CDL Trainer $300

The premium for the water supply operator license applies only to employees in the Water Distribution Section and to Engineering Technicians in the Engineering Division of the Public Works Department.

**Section ~~7~~9.** For purposes of administering this agreement, a crew in the Public Works Department is defined as two employees working as a group, one of which is a Crew Chief, or three or more employees working together as a group, one of which is either a Crew Chief or an employee receiving out of classification pay as a Crew Chief. For this section, the term “employee” includes seasonal and temporary employees.

## ARTICLE 7

## OVERTIME

**Section 1.** (a) Those employees paid on an hourly basis shall be paid one and one-half times the respective employee's regular hourly rate for all authorized hours worked over forty in any work week. Upon agreement between the employee and his/her supervisor, an employee shall be eligible to receive compensatory time off at the rate of time and one-half for all authorized overtime hours worked rather than pay. If such leave is not taken during the fiscal year, as required herein, the employee shall be compensated for such overtime during the first full pay period of the following fiscal year, by separate direct payroll deposit. Use of earned compensatory time shall be limited to no more than eighty (80) hours per employee in any fiscal year. Overtime hours worked beyond that shall be paid at the overtime rate, and not eligible for conversion to compensatory time. Overtime will not be based on time worked in excess of the normal 8 hour shift, but only on hours in excess of 40 per work period. Approved earned compensatory time, sick leave, vacation, holiday, funeral and emergency leave of which the employee is paid will be counted toward the 40 paid duty hours per week. The work period begins Monday and ends Sunday.

(b) Overtime shall be scheduled by seniority lists in each section(s) of each division(s) of each department before requesting other sections, divisions or departments fill vacant overtime slots, except for special events or community emergencies.

(c) For the purpose of scheduling overtime for special events, the City shall prepare a call-in-list (“list”) of employees who are able to work the overtime necessary to clean the areas of such events. This list shall be made up of employees from:

| Department | Division | Section |
|---|---|---|
| Public Works | Municipal Services | Streets & Sewers, Forestry, Traffic |
| Public Works | Water Services | Water Distribution |
| Public Works | Water Production | Lake |

The City and the Union further agree that employees shall be listed in the order of their hire-in seniority without respect to Department, Division or Section. The following job classifications shall be eligible for special events overtime:

| | |
|---|---|
| Crew Chief | Equipment Operator |
| Water Meter Repairer | Service Worker |
| Water Service Technician I | Water Service Technician II |

(d). Snow and ice emergency shall mean any snow or ice event in the city of Decatur, Illinois for which municipal mitigation and removal efforts are required and for which an inadequate number of City employees are available to meet the need for overtime demand through either voluntary or compulsory means. For the purpose of scheduling overtime for snow and ice control on City streets, the City shall prepare a call-in-list (“list”) of employees who are able to work the overtime necessary. This list shall be made up of employees from:

| Department | Division | Section |
|---|---|---|
| Public Works | Municipal Services | Streets & Sewers, Forestry, Traffic |

| | | |
|---|---|---|
| Public Works | Water Production | Lake |

The City and the Union further agree that employees shall be listed in the order of their hire-in seniority without respect to Department, Division or Section. The following job classifications shall be eligible for snow and ice control overtime. A commercial driver's license (CDL) is required for all persons assigned to this overtime.

| | | |
|---|---|---|
| Crew Chief | Service Worker | Equipment Operator |

(e) When a snow and ice emergency continues after Public Works Department supervisors secure personnel from the Municipal Services Division and the Lake Section of the Water Production Division by either voluntary or compulsory overtime, said supervisors will offer overtime for snow and ice control to employees on the then-current voluntary call-in list of the Water Distribution Section of the Water Services Division.

When a snow and ice emergency continues after Public Works supervisors execute the actions listed above, said supervisors will offer snow and ice control duty to individuals on the City's approved call-in list of temporary employees (a.k.a. "snow birds").

When a snow and ice emergency continues after Public Works Department supervisors execute the actions listed above, said supervisors will compel employees of the Water Distribution Section of the Water Services Division to work the hours required for the snow and ice emergency.

In the event that a snow and ice emergency continues after all the above steps have been executed, nothing herein shall preclude the Traffic Section of Municipal Services who hold valid commercial driver's licenses, and then other sources (such as private contractors and mutual aid) to ensure adequate response to the snow and ice emergency.

It is recognized by the parties that Water Distribution Section employees, as employees expressly covered by Article 7, Section 1 (d), are subject to the rights and obligations enumerated in Article 7, Section 3 of this CBA including subsections (a) through (j).

**Section 2.** An employee recalled to duty, as distinguished from an employee held over beyond the quitting time of his regular shift, shall receive overtime pay for the time actually served but for not less than a minimum of two hours; provided, however, that such two hour minimum shall not apply if the time said employee is to report for recall duty is within one hour or less of the commencing time of such employee's regular shift.

**Section 3.** Overtime duty shall be voluntary and an employee who declines overtime shall not be discriminated against, provided that overtime duty required because of an emergency, or mandatory training, shall not be voluntary but will be served by the employee when directed.

(a) All employees represented by the bargaining unit who are subject to call for emergencies to provide essential services are required to have personal telephones as a condition of employment.

(b) Department directors will designate the job classifications within each department for which personal telephones for emergency calls will be required. ~~A copy of the designations will be filed with the Human Resources Department.~~ "Personal telephones" include home telephones and personally owned cellular telephones.

(c) All employees represented by the bargaining unit in designated classifications will provide personal telephone numbers to the department director~~ and the Human Resources Department~~. Failure to comply with this requirement will be grounds for disciplinary action.

(d) Each employee represented by the bargaining unit will provide to the City a telephone number for his/her personal telephone for the purpose of call-ins. Each employee may provide to the City an additional telephone number, to be used in like manner. Telephone numbers so provided will be maintained in service 24 hours per day, 7 days per week.

(e) All departments will verify with employees, at least annually, that the telephone numbers provided are actually in service.

(f) All off-duty employees represented by the bargaining unit in designated classifications shall respond to telephone calls from their supervisors or designee made for the purpose of recalling employees to work for snow and ice control overtime and emergency water system repair overtime, as described herein. Calls outside of regular work hours from Public Works Department supervisors or designee during the period of November 1 through the following March 31 shall be made when necessary, for the purpose of recalling employees to work for snow and ice control overtime and emergency water system repair overtime. Employees shall be permitted two (2) instances of not responding to such calls without penalty during this period. Non-response to subsequent calls shall be considered “substandard work” and shall be grounds for disciplinary action, in accordance with current policies and the AFSCME Collective Bargaining Agreement.

(g) Employees represented by the bargaining unit may make prior arrangements with their supervisors for occasional planned absences from work, which could preclude response to call-ins. In such instances, employees shall be exempt from discipline, as well as for sick-leave in instances where medical documentation, as defined by contract, is provided.

(h) The City will call those employees represented by the bargaining unit in designated classifications that are on vacation, and such employees may voluntarily accept work assignments.

(i) The City will provide to all affected employees a list of all telephone numbers from which the City may call.

(j) If employees provide the City two (2) telephone numbers at which they can be reached, the City will call both telephone numbers when attempting to contact employees, and will leave a message at each number called, provided there is an answering machine, voice mail, or other means available for doing so.

**Section 4.** Overtime for position classifications to which overtime is assigned other than continuous operations for water production and by persons assigned to the Information Technology (IT) Department will be served by seniority on a rotating basis. Lists will be established based on seniority and overtime will be assigned to the most senior person on the list. For purposes of voluntary overtime only, an employee may request in writing to be omitted from the overtime list. Such employee may subsequently be reinstated to such list by request in writing. The supervisor will attempt to contact each person on the list in succession. If they cannot be contacted, refuse overtime duty or cannot report for duty, they will be passed and the next person contacted. This procedure will be used until the list is expired and then overtime assignment will rotate to the bottom name on the list, working upward.

Those specific tasks involving overtime for which only specific individuals are qualified will be assigned to only those individuals according to seniority lists established as herein described. The determination of the qualifications of an employee for a specific task will be made by the employee's department director based on said employee's experience and observed capabilities. In cases where all employees in the position classification are qualified all such employees will be placed on the list.

For purposes of opening blocked sewers, two lists of employees qualified for and desiring such overtime may be established, one such list consisting solely of qualified Crew Chiefs and Equipment Operators to act as lead persons, and the other list to consist solely of qualified Service Workers to act as helpers. In the event that fewer than five (5) names are on the helper list, qualified Service Workers who have passed their six (6) month probationary period, and have the lowest seniority, shall be directed to be on said list, but only so many as will bring the total number of names on said list to five (5). In the event that fewer than five (5) names are on the lead person list, qualified Equipment Operators with the lowest seniority may be placed on said list but only so many Equipment Operators as will bring the total number of names on said list to five (5). Any Equipment Operator who works overtime as a lead worker for the purpose of opening blocked sewers shall be paid premium pay amounting to ninety cents (.90) per hour for each hour said overtime is worked. Such premium pay will not be paid if a foreman or supervisor is on duty for the period such foreman or supervisor is on duty. The Director of Public Works will determine the qualifications of employees for placement on either list, and seniority will be departmental seniority. The most senior employee on each list will remain at the top of such list for one week then rotate to the bottom while the next most senior employee occupies the top of such list for one week, and so forth. During the week that an employee is first on such list, such employee will be in on-call status pursuant to Departmental regulations and will be required to accept all sewer blockage overtime assigned during said period, except for reasons of illness or for other good cause shown. If additional employees are needed for said sewer calls, such employees shall be called in the order that they appear on said lists. Upon approval of the MSC Manager or designee, an employee may arrange for another employee (from the lead person or helper seniority list, but if none available from the applicable list, then any qualified employee of the Municipal Services Division) to cover for portions of their duty week, such arrangement being without consideration for seniority. Such approval by the MSC Manager shall not be unreasonably withheld.

**Section 5.** (a) Except as expressly otherwise provided in this Agreement, overtime shall be subject to department rules and regulations.

(b) For the purposes of this article, a regular full time qualified employee, in the position classification in which overtime is needed, shall be offered overtime before a temporary employee is offered same.

**Section 6.** There shall be no duplication or pyramiding in the computation of overtime or other premium wages, and nothing in this Agreement shall require the payment of overtime or other premium pay more than once for the same hours worked.

**Section 7.** If a list is established, by express contractual provision or otherwise, which provides that an employee whose name has rotated to the top of such list shall accept all overtime assignments for a specific week, such employee may notify his or her supervisor that he or she does not wish to accept such overtime assignments for that week. In such case, the City shall contact the next employee on such list – that is, the employee scheduled to accept overtime assignments for the following week – and request that such employee accept overtime assignments for the subject week. The City shall proceed in this manner until an employee agrees to accept such overtime assignments for said week. The employee originally scheduled for said week shall forfeit his or her right to work overtime assignments that week; the employee who accepts such assignments shall remain entitled to work all overtime assignments for the week for which he or she was originally scheduled. If all employees refuse to accept such assignments, overtime for that week will be assigned as provided elsewhere herein in the absence of overtime lists established on a weekly basis.

**Section 8.** Employees assigned to telephone other employees for the purpose of requesting or ordering said other employees to report for overtime duty, and who are required to make such telephone calls during other than regularly assigned duty hours, shall be paid Five Dollars ($5.00) for each such incident of overtime regardless of the number of employees required to work.

**Section 9.** The City and the Union agree that:

(a) No Information Technology (IT) Department employee will be required to be placed in "on call" status.

(b) Once each quarter, IT Department bargaining unit employees will be afforded an opportunity to volunteer to be placed on a roster for "on call" status and to carry a pager. IT Department bargaining unit employees who elect not to so volunteer will not be eligible for any scheduled overtime for the duration of the quarter in question.

(c) Employees who volunteer for "on call" status, but who fail to respond to a page or call during such status, will not be subject to discipline; provided that, such employee has notified his or her immediate supervisor of any change in status prior to having been called for duty.

(d) A minimum of four (4) hours of overtime pay shall be paid to any employee who is designated as on call. Overtime hours worked would be counted toward the four (4) hours.

## ARTICLE 8

## SENIORITY

**Section 1.** Except as defined elsewhere in the contract, seniority shall, for the purposes of the agreement, be defined as an employee's continuous length of service since the date of acceptance with the City in a position covered by this agreement. Seniority for full-time employees is determined by their ranking on the Civil Service register when more than one individual begins employment in the same classification on the same day.

**Section 2.** A classified employee who takes a non-classified position shall have his/her classified seniority stop. If the non-classified employee returns to the classified service, his/her seniority will continue less the time spent in the non-classified position.

## ARTICLE 9

## VACANCIES, PROMOTIONS, TRANSFERS AND ASSIGNMENTS

**Section 1.** Vacancies in the classified service of the City shall be filled and promotions in said service made according to city ordinance, the rules of the Civil Service Commission and the Civil Service Laws of the State of Illinois for Cities as modified herein. Vacancies shall be filled from the following sources, in order from first to last, unless superseded by express agreement between the parties:

1. reinstatement registers (other than for those seeking reinstatement after resignation),
2. employees' transfer requests (per Section 9 of this Article),
3. employees' responses to transfer opportunities,
4. promotional registers,
5. reinstatement registers for those seeking reinstatement after resignation, and
6. eligible (entry level) registers.

On the reinstatement registers, the group of employees or any employee reduced in rank, removed from the classified service, or furloughed without pay shall rank above the group of people or any person seeking reinstatement after a leave of absence from the classified service. Among a particular group of people seeking reinstatement for the same reason, order on the reinstatement register shall be determined on the basis of seniority.

**Section 2.** Vacancies in classifications covered by this agreement shall be posted on all bulletin boards for a period of at least ~~ten~~ five~~(10~~5) ~~working~~ business days over a two-week period. ~~.~~ Any bargaining unit employee may apply for a position; however, they must be qualified and eligible in order to be considered for selection.

**Section 3.** Vacancies shall be filled based upon an individual's qualifications, experience, knowledge, skills and ability to perform the work in question without additional training. Determination of said criteria shall be made by a combination of written, practical and oral examination as determined by the Civil Service Commission. Said process shall generate a percentile score. Applicants shall be ranked according to their scores. All applicants attaining a score of seventy percent (70%) or more shall be considered eligible for the position. ~~Upon request by the applicant, o~~One-half (1/2) seniority point shall be given for each year of seniority to a maximum of 10 points. The sum of the percentile score and the seniority points shall determine an applicant's final position on the Civil Service register. Seniority points shall be calculated as of the date of the application deadline.

**Section 4.** In the event no bargaining unit employees apply or are qualified to perform the work in question, the City may select an external applicant.

**Section 5.** The City shall notify the Union of any proposed changes in the rules of the Civil Service Commission not less than thirty (30) days prior to the consideration and adoption of said change by the Commission. The City shall furnish the president of the union for use by the union and those in classified positions for which it is the bargaining unit a compilation of the position descriptions in use by the City and the Civil Service Commission of the city. When such descriptions are changed, a copy of the changes shall be furnished to said president.

**Section 6.** Employees taking Civil Service promotional examinations shall have the right to review their answers and scores on all portions of such exams.

**Section 7.** No vacancy will be filled while any classified employee in the same or previously certified title is on a layoff status.

**Section 8.** As used in this agreement, a transfer shall be considered to be a permanent assignment of an employee to the same position classification in a department or division or section other than the one in which the employee is serving at the time the transfer takes effect.

**Section 9.** An employee requesting a transfer shall notify his/her supervisor, department director and the Human Resources Department in writing on a form provided by Human Resources. The form shall be Human Resources Department Form 2-1-62, and may be altered upon union/management agreement. Such requests for transfers shall expire on December 31 of the year in which they are submitted and must be renewed by the employee if transfer is still desired thereafter.

**Section 10.** If a vacancy exists, an employee may transfer from one department or division or section to another within such employee's current classification, with the approval of the employee's department director. Transfers will be made on the basis of seniority. Requests for transfer must be for reasons other than the elimination of jobs. In no case shall bumping occur because of a transfer. For purposes of this section, a vacancy is defined as a circumstance in which a Request for Personnel has been approved by the City Manager.

**Section 11.** Any employee transferred must successfully complete a three (3) month probationary period before the transfer is final. An employee who does not complete the probationary period shall be returned to his/her original department, division or section. During the first month of the probationary period an employee will, upon request, be returned to his/her original department, division or section. Return requests after the first month will only be considered if the employee's original vacated position has not been filled.

**Section 12.** The City may temporarily assign an employee to perform the duties of another classification within any department, division or section. The City will attempt to make such assignments to employees in the next lower classification in the promotional order in which the temporary assignment occurs. The most senior, qualified employee in the position classification being temporarily assigned will be asked if he/she wants the assignment. If the first employee does not want the assignment, the City will then go to the next most senior qualified person. The procedure will continue until an employee accepts the assignment. If no employee wants to accept the assignment, it will then be assigned to the least senior qualified employee in the position classification.

**Section 13.** Employees assigned in accordance with Section 12 above, shall be paid in accordance with the provisions of Article 6, Section 4.

**Section 14.** (a) Persons who have been members of the armed forces of the United States or who, while citizens of the United States, were members of the armed forces of allies of the United States in time of hostilities with a foreign country shall receive preference for promotion to positions in the classified service in the manner provided in 65 ILCS 5/10-1-16, and as such statutory provision is hereafter amended or re-codified. Such preference shall be in addition to that otherwise provided therein and not in lieu thereof.

(b) For purposes of this section, "time of hostilities with a foreign country" shall mean any period of time in the past, present, or future during which a declaration of war by the United States Congress has been or is in effect or during which an emergency condition has been or is in effect that is recognized by the issuance of a Presidential proclamation or a Presidential executive order and in which the armed forces expeditionary medal or other campaign service medals are awarded according to Presidential order.

**Section 15:** Any employee who moves from one bargaining unit position to another shall relinquish his or her current position. Such employee shall retain his or her seniority rights to bump back to the previously held position within the City during the probationary period. The anniversary date will remain the same for all other purposes.

## ARTICLE 10

## REDUCTION IN PERSONNEL

**Section 1.** The City at its discretion, shall determine whether furloughs are necessary. Although not limited to the following, the City may furlough any employee, whenever such action is made necessary by reason of a shortage of work or funds, the abolition of a position, or because of changes in organizational structure. Such reduction shall be within the position classifications of the department affected by the reduction in force. No employees shall be furloughed while there are temporary or probationary employees serving in the same job classification within the affected department.

**Section 2.** In the event a furlough is necessary, such a reduction shall be based on seniority and the employee's ability to perform the remaining work available within the employee's position classification without additional training provided that all employees affected had an equal opportunity for training. When two or more employees have relatively equal experience or skill, ability and qualifications to do the work without further training, the employee with the least seniority will be furloughed first. If the senior employee is furloughed, the City will have the burden to prove the less senior employee was more qualified.

**Section 3.** An employee furloughed from his/her position classification will have the right to bump an employee with less seniority and in any department in the same position classification or any previously certified position classification provided that the employee can perform the work without additional training. A person who elects to bump to a position classification with a lower pay grade or range in lieu of being furloughed will receive the rate of pay for that position classification.

**Section 4.** If any position vacated by a reduction in force is filled, the last person furloughed or reduced to a lower position classification or range shall be the first person restored in such position.

## ARTICLE 11

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## DISCIPLINE AND DISCHARGE

**Section 1.** Upon just cause connected with or reflecting upon the public service, a bargaining unit employee may be administratively disciplined by an oral reprimand, a written reprimand, suspension or discharge. A copy of such shall be forwarded to the Chief Steward. Oral reprimands older than one (1) year will not be used against an employee for disciplinary purposes. The Employer shall provide timely notification to the Union President when an employee is placed on administrative leave during investigation of any incident giving cause for discipline.

(a) The Union and the Employer agree that discipline shall be issued no later than ten (10) days following the verification of the completion of the Employer's investigation of the incident giving cause for the discipline. By mutual written agreement the parties may extend the ten (10) day limit an additional ten (10) days. The Employer shall provide timely notification to the Union President of the completion of the investigation.

**Section 2.** Reprimand shall be done in such manner as not to embarrass the employee before other employees or the public.

**Section 3.** Suspensions and discharges from the classified service shall be in accordance with the rules of the Civil Service Commission and the State Law with regard to Civil Service for Cities, except as provided by Article 20 hereof.

**Section 4.** (a) Prior to the imposition of any suspension subject to the grievance and arbitration procedures established by this agreement, the Department Director and a supervisor or designee shall meet with the employee sought to be suspended and a union representative. Such meeting shall be limited to informing the employee of the nature of the charges resulting in the suspension and an opportunity for the employee to address, explain or refute the charges. No witnesses or other extraneous evidence will be permitted at such meeting. Said meeting may be postponed by the employee, but only due to the unavailability of a union representative and not beyond the end of the second business day following that on which the meeting was originally scheduled; if at that time the employee is still unwilling to meet without a union representative, the suspension may be imposed without the necessity for such meeting.

(b) The meeting otherwise required by the provisions hereof may be waived by concurrence of the Department Director, the employee and the Union.

**Section 5.** (a) In the event an employee's Commercial Driver's License (CDL) is revoked, suspended or canceled for any reason other than a positive confirmatory test for drugs or alcohol, the employee will have up to 30 days in which to regain the CDL. An employee will be reassigned to a non-driving position or a position not requiring a CDL during the 30-day period. Any approved reassignment will be to the next lower pay step in the salary range of the temporarily reassigned position.

(b) If an employee is unable to regain his/her CDL by the end of the 30-day period, the employee may be placed on leave for the next thirty (30) days with time charged, as available, to accrued vacation leave or unscheduled holiday and any remaining time being a leave of absence without pay.

(c) If an employee is unable to regain his/her CDL by the end of a 60-day period, the employee shall be considered to have resigned with no right to any appeal or hearing thereon before the Civil service Commission or any arbitrator. Each separation is reviewed case-by-case with the final decision regarding separation being made by the Department Director. An employee separated from employment with the city for the loss of CDL driving privileges may apply for re-employment after regaining his/her CDL. If this occurs within one year of separation the employee shall be placed at the top of the Civil Service Register for their prior position and be offered the next available opening.

(d) A lifetime disqualification from holding a CDL will result in an employee's separation.

(e). The City shall pay the difference between regular driver's licenses and CDL driver's licenses and all required endorsements.

(f). Employees required to acquire or renew a CDL license will be scheduled to do so by the City during normal business hours and paid their normal wages for that time.

## ARTICLE 12

## VACATIONS

**Section 1.** The length of annual vacations for employees in the classified service shall be as follows:

a) After completion of one year continuous service uninterrupted by resignation or discharge, ten duty days;

b) After completion of seven years continuous service uninterrupted by resignation or discharge, fifteen duty days;

c) After completion of fourteen years continuous service uninterrupted by resignation or discharge, twenty duty days; and

d) After completion of twenty years continuous service uninterrupted by resignation or discharge, twenty-five duty days (effective May 1, 2005).

e) After completion of twenty-five years continuous service uninterrupted by resignation or discharge, one additional duty day per year, to a maximum of thirty (30) duty days.

**Section 2.** Between November 1 and November 30 of each calendar year, employees may submit in writing to their supervisor their preferences for vacation for the following calendar year, provided an employee may not submit more than three (3) preferences. Such request may include vacation through December 31 of the following calendar year. In establishing vacation schedules, the City shall consider both the employee's preference and operating needs. Where the City is unable to grant and schedule vacation preferences for all employees within a position classification within a department, employees within the position classification shall be granted such preferred vacation period on the basis of seniority. An employee who has been granted his/her first preference shall not be granted another preference request if such would require denial of the first preference of a less senior employee. An employee's preference shall be defined as a specific block of time uninterrupted by workdays.

Employees who file their preference by November 30 shall be notified of the vacation schedules by December 15 of that calendar year.

Employees who choose not to file their preference for the following calendar year by November 30 shall have those non-preference vacation requests returned to them approved or denied as soon as possible, but in no event later than two days after the request was submitted to the supervisor, provided that no employee's approved vacation preference is allowed to be bumped by another employee on the basis of seniority. Non-preference vacation requests shall not be processed for the following calendar year until all preference vacations have been offered and scheduled.

**Section 3.** Eligibility for vacations shall be based upon the anniversary date of employee. Selection of a particular vacation period shall be based upon seniority, as provided in Article 8, and in accordance with departmental rules and the efficient operations of the department. Police officers' vacations shall not interfere with vacations of employees.

**Section 4.** Earned vacation time should be taken by the employee within 12 months from the date that the same accrues and should not be accumulated and carried from one 12-month period to the next except with the recommendation of the employee's department director and approval of the City Manager.

Section 5. The Paid Leave for All Workers Act (PLAWA) does not preempt or alter paid leave benefits subject to this Agreement. This Agreement governs paid leave benefits for employees in the classified service, and this Agreement expressly waives the PLAWA.

## ARTICLE 13

## HOLIDAYS

**Section 1.** Classified employees except for those in continuous shift operations or whose position classification's regular shift is other than Monday through Friday shall have time off with pay on the following holidays:

| | |
|---|---|
| New Year's Day | Independence Day |
| Martin Luther King Jr. Day | Labor Day |
| Presidents' Day | Veterans Day |
| ~~Two Unscheduled Holidays~~ | Thanksgiving Day |
| ~~Martin Luther King Jr's Birthday~~ | Friday after Thanksgiving |
| Good Friday | Christmas Eve (1/2 day) |
| Memorial Day | Christmas Day |
| ~~Memorial Day~~Juneteenth | Two Unscheduled Holidays |

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**Section 2.** When an authorized holiday occurs on Saturday, the previous Friday shall be observed as the holiday and when an authorized holiday occurs on Sunday, the following Monday shall be observed as the holiday.

**Section 3.** If a holiday falls within a classified employee's vacation period, an extra day shall be added to the vacation period.

**Section 4.** A classified employee in continuous operations or whose position classification's regular shift is other than Monday through Friday required to work for reasons other than overtime on any of the authorized holidays, shall be given equivalent time off. Such time off shall be taken at the convenience of the employee and his operating department. Police officer's holidays shall not interfere with holidays of employees. Denials shall be written, with a copy to the bargaining unit members.

**Section 5.** To be eligible for holiday pay, the classified employee shall be in pay status and entitled to payment for the entirety of both his last scheduled work shift before the holiday and his first scheduled work shift after the holiday, unless an unpaid absence on the whole or any part of either or both is approved by the City Manager.

**Section 6.** An employee must have six months of continuous service to earn an unscheduled holiday. The earned, unscheduled holiday must be taken at any time during the fiscal year provided the department or division manager is given notice one working day prior to the day taken off. The number of employees allowed off on any one unscheduled holiday in a department shall be determined by the Department Director, which approval shall not be unreasonably withheld.

## ARTICLE 14

## SICK LEAVE

**Section 1.** Full time employees in the classified service shall accrue one duty day with pay sick leave for each month of continuous service uninterrupted by resignation or discharge up to a maximum accumulation of 240 days.

**Section 2.** Accumulated sick leave days may be used for illness, injury, or off-the-job incurred disability. Accumulated sick leave may also be used for the illness, injury, or disability of an employee's spouse, parent or dependent child. One day of accumulated sick leave credit with pay shall be deducted from each employee's sick leave accumulation for each duty day not served due to illness.

**Section 3.** (a) After sixty-four (64) hours of sick leave have been used by an employee in the fiscal year, for which no medical documentation herein defined, is provided, no sick leave credit may be used by that employee for the first eight (8) hours of the next or any succeeding sick leave day, or any part thereof, for which no medical documentation, herein defined, is provided. An office or hospital visit to, or pursuant to the orders of a physician or dentist or licensed medical practitioner shall not be considered as part of the sixty-four (64) sick leave hours, as herein described.

(b) "Medical documentation," for the purposes of this Agreement, shall mean a written statement signed by a person licensed to practice medicine (or their designee) that the employee was physically unable to perform his or her duties on the date for which sick leave credit is sought.

(c) An employee shall be awarded one additional personal day on the first day of each fiscal year if no unexcused sick time was used in the preceding fiscal year. If the employee carries a balance of 240 sick days throughout the entire fiscal year, the employee shall be awarded a second additional personal day on the first day of the following fiscal year. Personal days must be used in the fiscal year in which they are awarded, or they will be forfeited.

(d) Medical documentation shall be required for the use of sick time for the day before or the day after a holiday as listed in Article 13 Section 1.

**Section 4.** An employee who becomes ill, injured or disabled off-the-job shall cause notice thereof to be given to his supervisor not later than the commencement of his/her next scheduled duty day. In the absence of evidence of extenuating circumstances, an employee whose supervisor is not so notified within two duty days from the day on which the employee was first scheduled to report shall be considered to have resigned from the classified service.

**Section 5.** A physician's statement may be required before sick leave pay is paid if a pattern of chronic abuse of sick leave by the employee is evident. However, in all cases where four consecutive duty days are missed by an employee due to illness, injury or disability, a physician's statement will be required before sick leave pay is paid. Such statements shall set forth reasons for the employee's inability to perform his duties and shall become a part of the employee's personnel record. Physician's statements will be used in determining from time to time whether or not an employee is able to continue the performance of his duties.

**Section 6.** Upon retirement from the classified service, an employee shall be allowed to use accumulated sick days for credit in the Illinois Municipal Retirement Fund.

**Section 7.** If an employee is on sick leave and it is determined by a physician that the employee will be unable to return to work within an amount of time equivalent to his remaining unused sick leave, said employee must apply for disability benefits if he is eligible for such benefits and if granted, sick leave payment will be stopped. If permanent disability is awarded by the employee's retirement fund, he may choose to be paid for his unused sick leave at one-half his normal daily rate of pay for each unused sick leave day or he may retain his remaining sick leave and be credited therewith if and when he returns to duty.

**Section 8.** An employee who does not report for duty for twelve (12) months after the commencement of any leave resulting from an off-duty injury, illness or disability, regardless of the type of leave, shall be considered separated from employment with the City. The employee must furnish medical documentation of such sickness or ill health during this time period. An employee failing to provide medical documentation of such sickness or ill health shall be subject to immediate discharge. For purposes of this section, the City will be allowed to use a temporary employee until the employee returns to work or the employee quits or is discharged.

**Section 9.** An employee who suffers a serious or severe illness or injury, either to himself or herself, shall be permitted to use sick leave days accrued by, and credited to, other employees, but only as provided hereby and only when such employee has no accrued sick leave days. The employee seeking sick leave days must agree, in writing, with the employee or employees from whom such sick leave days are sought, including the total number of days or hours involved, and present such agreement to the Human Resources Department; provided that, this be in cases where three or more days are needed, and no employee shall be permitted to sell or transfer accrued sick leave days for any consideration or thing of value. Permission for the transfer of accrued sick leave days shall not be unreasonably withheld by the City, subject to State and Federal law. The provisions hereof shall be construed so as to permit agreements between bargaining unit employees and non-bargaining unit employees.

## ARTICLE 15

## LEAVES OF ABSENCE

**Section 1.** Leave with pay, dependent on funeral arrangements and travel requirements, but not to exceed a maximum of five (5) days, may be granted a full-time employee in the classified service in the event of a death in the immediate family. Immediate family includes only: (a) spouse, children, stepchildren, and spouse of children; (b) parents of the employee or the employee's spouse; (c) brothers and sisters of the employee and of the employee's spouse; (d) grandchildren and grandparents of the employee; and (e) brother-in-law and sister-in-law, and (f) step-parents. In addition, the City shall adopt the provisions of the Illinois Child Bereavement Leave Act as enacted on July 29, 2016, in the event of the death of an employee’s child or children, as defined by the Act, any contrary terms of this Article 15, Section 1 notwithstanding.

**Section 2.** If a serious or unexpected emergency occurs to the spouse or children or a member of the immediate family in the household of an employee in the classified service while the employee is at work or up to one hour before the start of the employee's shift, such employee will be allowed to leave his duties while the emergency exists. Arrangements to enable the employee to return to duty on the next duty day must be made if the emergency continues beyond the duty day on which it first occurred. Such leave used for the purpose of emergency leave as described in this section shall be charged against the employee's accrued sick leave.

**Section 3.** A full-time classified employee in the classified service who is a member of the reserve unit of the armed forces of the United States will be granted leave for military duty, training sessions or schools in accordance with applicable federal and state laws.

**Section 4.** An employee in the classified service who fails to return to duty at the time scheduled on his application for leave shall be considered to have resigned from such service in the absence of evidence of extenuating circumstances.

**Section 5.** A full-time employee in the classified service who is called to serve for jury duty shall be paid his regular salary or wage. Any amount received by the employee for jury service shall be turned over to the City Treasury. The employee immediately upon being called for jury duty shall notify his immediate supervisor of the time thereof. Employees who complete jury duty prior to the end of their shift shall report to their supervisor and return to duty for the remainder of their scheduled duty day. If jury duty falls outside the employee's regularly scheduled duty day, an employee's scheduled duty day shall be changed to incorporate jury duty time.

**Section 6.** All requests for leave of absence without pay will be administered in accordance with Administrative Policy & Procedure No. F-450.

**Section 7.** Employees duly appointed to serve as members or alternates of the Union's bargaining committee for purposes of negotiating agreements with the City covering wages, hours, and other conditions of employment shall be permitted to attend bargaining sessions with the City concerning such agreements during regularly scheduled hours of duty with no loss of pay.

**Section 8.** Employees who attend schools or training sessions during scheduled working hours that are work related shall be paid at their regular rate of pay for all hours actually spent in class or in instruction. The City shall generally encourage equal access to training opportunities to the extent that operational requirements of the departments permit.

**Section 9.** An employee duly appointed or elected as a Union officer or steward may conduct Union business during the first and last hours of his or her assigned shift, but only after notifying said employee's immediate non-bargaining unit supervisor.

**Section 10.** All requests for leave pursuant to the Family Medical Leave Act shall be in accordance with Administrative Policy & Procedure No. F-451.

**Section 11**. The Union shall be permitted to conduct a thirty (30) minute orientation session for new employees at the conclusion of the new employee’s first thirty (30) days of employment, without loss of compensation to the employee. The session shall be scheduled in coordination with the Human Resources Department and at the convenience of the new employee’s operating department.

**Section 12**. Authorized leave of absence without pay may be granted to an employee for official Union business. Such time shall be used for the attendance of labor-related training and seminars selected by the Union. Only those employees serving as the Union's officers and shop stewards shall be eligible for such unpaid release time. The Union shall give reasonable advance notice when such employees will be utilizing such unpaid leave. The employee may use accrued vacation, holiday, or compensatory time in lieu of unpaid leave; use of such paid leave time shall not be unreasonably denied.

## ARTICLE 16

## JOB-RELATED ILLNESS INJURY OR DISABILITY

**Section 1.** The City shall provide worker's compensation in accordance with State law for all employees in the classified service.

**Section 2.** An employee who becomes ill, injured or disabled shall report to his supervisor such fact as soon as possible.

**Section 3.** In the case of injury, illness or disability arising out of and in the course of employment with the City, the City will pay the difference between such employee's regular salary or wage and any payments received by the employee from a public employee pension fund or under the provisions of worker's compensation or occupational disease laws, or either or both, for the duration of such disability, or a total cumulative period of 130 working days after such ~~a period of six calendar months from the date of commencement of~~ disability, whichever is the shorter period of time. ~~Deductions shall be made from the employee's accumulated sick leave credit equivalent to the number of days or portion thereof for which no payments to the employee are made or required under the provisions of public employee pension laws or worker's compensation or occupational disease laws, and for which the City must compensate the employee under the provisions hereof, for the first 30 calendar days of the duration of such disability. Alternatively, an employee may elect not to receive the difference between such pension or other statutory benefits and such employee's regular salary or wage for the 30 days of the duration of such injury, in which case no deductions from accumulated sick leave credit shall be made.~~ Deductions shall be made from the employee's accumulated paid leave equivalent to the number of days or portion thereof for which no payments to the employee are made or required under the provisions of public employee pension laws or worker's compensation or occupational disease laws, and for which the City must compensate the employee under the provisions hereof, for the first 30 calendar days of the duration of such disability. Such paid leave shall be in the following manner: accumulated sick leave credit first, then accumulated compensatory time, then accumulated vacation time. ~~a period of six calendar months from the date of commencement of disability, whichever is the shorter period of time. Deductions shall be made from the employee's accumulated sick leave credit equivalent to the number of days or portion thereof for which no payments to the employee are made or required under the provisions of public employee pension laws or worker's compensation or occupational disease laws, and for which the City must compensate the employee under the provisions hereof, for the first 30 calendar days of the duration of such disability.~~ Alternatively, an employee may elect not to receive the difference between such pension or other statutory benefits and such employee's regular salary or wage for the 30 days of the duration of such injury, in which case no deductions from accumulated sick leave credit shall be made. During an employee's probationary period, and only during such period, should such employee suffer an on-the-job illness, injury, or disability and have no accumulated sick leave credit, such probationary employee shall be charged with sick leave days if needed under the provisions hereof, and any negative balance of accumulated sick leave days thus created will be carried forward until normal monthly accrual of sick leave days erases such negative balance. The determination of whether such injury, illness or disability arose out of and in the course of employment under this provision shall be the same as that made on the worker's compensation or occupational disease claim of said employee. When such injury, illness or disability was caused under circumstances creating legal liability or damages on the part of some person or entity other than the City, then if action is brought by the employee and judgment is obtained and paid, or settlement is made either with or without suit, then from the amount received by such employee the City shall be reimbursed for any and all amounts paid hereunder. Out of any such reimbursement, the City shall pay its pro rata share of all costs and reasonably necessary expenses in connection with such recovery. If

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the employee does not bring action against such third party, then the City may in the same manner as is provided for recovery of worker's compensation payments bring action either in its name or the employee's name for such reimbursement. If any other benefit or payment is made or required to be made by the City to such employee, such shall be credited to the City against the payment of wage or salary provided by this Section.

## ARTICLE 17

## UNIFORMS AND PROTECTIVE CLOTHING

**Section 1.** The City may require employees in the classified service to wear uniforms, protective clothing, protective devices or similar things not adaptable to general wear, as a condition of employment. The Union may submit suggestions to the City regarding such uniforms. Employees will be furnished such clothing or devices by the City. Although items such as boots, gloves and the like may vary depending upon the nature, location and circumstances of the work being done from time to time, comparable items will be furnished to employees doing comparable work, and all employees required to wear protective devices for the eyes and protective headgear will be furnished such equipment. The City will pay for prescription safety glasses up to $150.00 dollars per fiscal year.

**Section 2.** The employee having custody of any such clothing or equipment, or other property furnished by the city shall be responsible for the proper use, care, custody and keeping thereof and may be required to replace any item damaged or lost as a result of failing to properly use, care for, or keep such property.

**Section 3.** The City will repair, replace, or reimburse an employee's personal property which is destroyed, damaged, or lost in the line of duty in accordance with Administrative Policy & Procedure No. F-491.

**Section 4.** The City will replace tools of employees required on-the-job which are damaged, destroyed, or lost in the line of duty subject to Departmental Rules & Regulations, and such regulations shall be made available to the affected employees.

## ARTICLE 18

## OTHER BENEFITS

**Section 1.** The City shall provide Preferred Provider (PPO) group health insurance for each employee with benefits as outlined in Exhibit G of this agreement. The City shall also provide group life insurance in the amount of $20,000 for each employee.

**Section 2.** (a) Effective January 1, ~~2023~~2025, monthly employee contributions for all tiers of the City's insurance benefit plan shall change by the same percentage (increase or decrease) as the plan premium percentage change effective January 1 of that year, as determined by the City's Risk Management Division; except that no annual increase in monthly employee contributions shall exceed ten percent (10%). Changes in employee contributions shall be rounded to the nearest whole dollar. Notice of the plan premium percentage change shall be provided to the Union, and upon written request, documentation substantiating the percentage change shall be provided to the Union at the time of plan renewal.

(b) The Employer and Union both agree that the failure of the City to not provide health insurance to an employee who elects to opt out shall not constitute a violation of the collective bargaining agreement.

Employees covered under the AFSCME contract shall be allowed to opt out of or elect not to participate in the City's health insurance plan. Employees making such election shall be required to show proof of health insurance coverage through another source to the City. Such proof of insurance must be submitted at the time the employee makes such an election. If an employee is unable to provide adequate proof of insurance, the employee shall not be removed from Employer's insurance plan. An employee electing to opt out of the Employer's health insurance plan shall be allowed to subsequently enroll in the Employer's health insurance plan only upon a COBRA qualifying event.

Employees opting out of the City's health insurance plan and who are not enrolled in the City's health insurance plan at the time of retirement, resignation, termination or separation for any other reason shall not be eligible for benefits under the City's health insurance plan and specifically waive any right to them.

The terms of the health insurance summary plan description notwithstanding, any employee represented by the Collective Bargaining Agreement whose spouse is also an employee represented by the Collective Bargaining Agreement may elect at annual plan renewal to opt out as a subscriber in favor of being covered as a dependent under the other employee's family coverage. Any such employee covered as a dependent under the spouse's family coverage may elect at annual plan renewal to resume coverage as a subscriber under the City's insurance plan and be dropped as a dependent under the spouse's coverage.

(c) The City and the Union agree to the formation of a multi-departmental group healthcare committee (GHCC) composed of representatives appointed by the City Manager and representatives appointed by each of the City's organized labor groups. Each union group will have up to four (4) representatives on the GHCC. The GHCC will not have authority to bargain changes to contract terms, but will serve as a labor-management interface to better inform employees of possible changes to the City's group health benefits considered by the City and to better inform the City about the experiences and preferences of employees as it concerns group health benefits programs. The purpose of the GHCC is to bring matters that change or affect the offerings and services of group health benefit programs to the committee – both those that require amendments of employee agreements and those that do not require approval of union groups and/or amendment of collective bargaining agreements.

(d) Emergency room fees shall be as provided in Exhibit E except when the patient is admitted to the hospital or where there is a medical emergency conforming to Blue Cross/Blue Shield' serious and unavoidable emergency conditions. Those conditions are "Emergency Room $150 Copayment (waived if admitted to the hospital as inpatient immediately following emergency treatment or if visit is emergent as per the definition below.

EMERGENT MEDICAL CARE means services provided which may have started as outpatient of diagnostic services but are of a medical condition displaying itself through acute symptoms of sufficient severity, including severe pain such that a prudent layperson, who possesses an average knowledge of health and medicine, could reasonably expect that the absence of immediate medical attention could result in: (i) placing the health of the individual in serious jeopardy; (ii) serious impairment to bodily functions; or (iii) serious dysfunction of any bodily organ or part. Examples of symptoms that may indicate the presence of an emergency medical condition include but are not limited to, difficulty breathing, severe chest pains, convulsions or persistent severe abdominal pains.

**Section 3.** Those employees who retired after May 1, 1981, or were placed on disability pension pursuant to State statute after said date, shall be entitled to belong to the employee and dependent group insurance program provided for employees under the provisions of this agreement provided that such retired or disabled employees pay the entire premium for such insurance.

Those retirees, disability pensioners, their spouses and dependents who are enrolled in the employee and dependent group insurance programs provided for employees under the provisions of this agreement, who reach Medicare eligibility age, who are Medicare eligible, and who enroll in Medicare shall no longer be eligible for the group health insurance program. Alternatively, the City shall offer a commercially available Medicare supplement policy, to the extent that such is available, to such enrollees. The parties hereto agree that the coverage shall only be offered at the time the enrollee initially elects Medicare, there shall be no gap in coverage for those converting from City coverage to Medicare supplement coverage, and such retired or disabled employees and their dependents shall pay the entire premiums for such insurance.

**Section 4.** The City will provide maternity benefits as required by all applicable State and Federal laws. Off-the-job illness will be administered in accordance with Administrative Policy & Procedure No. F-452.

**Section 5.** Employees will be eligible for the City Dental Plan, subject to underwriting approval. If the Union establishes a dental plan, premiums shall be payroll deducted.

**Section 6**. When the City provides an employer-sponsored “health fair” for employees, attendance at such fair shall be required for all on-duty employees, and voluntary for all off-duty personnel.

## ARTICLE 19

## WORK RULES AND CONDITIONS

**Section 1.** (a) The City and the Union shall reasonably cooperate to insofar as possible assure the highest standards of safety, health and sanitation in the operation of each employee's respective department.

**Section 2.** The City may adopt, change or modify rules not in conflict with the provisions of this agreement for the operation of the several departments of the City and the conduct of the employees in the classified service to encourage and maintain the proper and efficient operation thereof.

**Section 3.** In the absence of evidence of extenuating circumstances immediately upon discovering that an employee in the classified service is unable to report for duty and not less than the commencement of his/her scheduled duty time, such employee's supervisor shall be notified of the absence from duty of such employee. This provision shall not be interpreted as condoning repeated absences from duty and evidence of justifiable causes for any absence may be required to be furnished by the employee. In the absence of evidence of extenuating circumstances, an employee whose supervisor is not so notified within one duty day from the day on which the employee was first scheduled to report shall be considered to have resigned from the classified service.

**Section 4.** All employees in the classified service shall report to duty on time and shall faithfully and efficiently perform the requirements of their duties, shall not depart there from until the termination thereof and shall otherwise conduct themselves in a manner as to be a credit to the public service and to increase and promote the dignity of such service and the respect of the public for the same.

**Section 5.** The following work procedures for employees assigned to the Municipal Services and Water Services Divisions of the Department of Public Works regarding the lunch period will be adhered to:

a) There will be no change in the length of the workday or lunch period except for snow and ice control shifts.

b) The lunch period will not be counted as hours worked or paid time.

c) Employees will be allowed to take licensed vehicles from the job site for the purpose of coffee breaks or lunch unless ordered not to do so by their department director.

d) Employees may leave the job site for lunch provided they limit their lunch period to the allotted time.

e) A supervisor may assign a specific location other than the actual work site for the lunch period. Vehicles may then be used to travel to that site.

f) No more than two persons will be required to eat in a vehicle.

g) The City will make available items for cleanup such as towels, water and hand soap. Employees working in or with hazardous, toxic or unsanitary conditions or materials may be permitted to leave the work site prior to the scheduled lunch break and drive to the Municipal Services Center for lunch, at the discretion of the supervisor.

h) No radio calls will be made to employees on lunch breaks except in emergencies.

i) Vehicles may leave the work site for the lunch period, provided that heavy equipment may do so only if the employees have no other means of transportation available; if heavy equipment is taken from the work site for the lunch period, it may only be parked on a public street in a lawful manner, and not on any private parking lot. We would want the distance traveled to be reasonable in order for the employees to return to work in the allotted time. For example, if an employee is working in the northeast section of town, it would be reasonable to assume that he would take his lunch period in that part of town.

**Section 6.** In order to promote safety and as far as is practicable to eliminate accidents, injuries, and death in the General Service, the City and the Union hereby agree that a Safety Committee shall be formed and shall be comprised of representatives from management and the union. This committee shall meet at least quarterly to identify, discuss and make recommendations concerning health and safety conditions, accidents, protective devices and clothing, equipment and any other work hazards or unsafe working conditions.

The City shall permit committee members reasonable access to facilities and records when investigating health or safety conditions, unless prohibited by law or exigent operational circumstances.

**Section 7.** For the purpose of maintaining communications between labor and management and in order to cooperatively discuss and solve problems of mutual concern, a Labor-Management Committee is hereby established, composed of representatives of management and labor, to meet to examine, discuss and solve mutual problems not covered by the labor agreement. The number and composition of representatives, frequency of meetings, and topics of discussion are subject to the particular need and issues to be addressed.

The Labor-Management Committee is recognized as a forum to meet in a non-adversarial role to discuss issues and work out problems that are of mutual concern by providing a forum for communication outside the bargaining process. The labor-management committee shall meet at a preset time every month. Each party will prepare and submit agenda items to the other one (1) week prior to the scheduled meeting. If there are no agenda items, the meeting will be canceled. The parties may mutually agree to discuss items not submitted in advance for placement on the agenda. Minutes shall be taken and, after approval by both parties, distributed.

**Section 8.** The City agrees to make available one bulletin board for the posting of official union notices at each of the following locations: Civic Center, South Water Treatment Plant, Police Building, Municipal Services Center, Lake Office and all newly constructed and/or acquired facilities. Such notices must relate to legitimate union business, including but not limited to the announcement of meetings, election of officers, and union recreational or social affairs. The privileges granted in this section shall not apply to notices that are defamatory in nature.

**Section 9.** The City does discourage the use of alcohol during the lunch period for safety and public relations reasons. The City strictly prohibits the use of alcohol or unprescribed drugs during the working hours, on City property, or in the City vehicles. Employees found unfit for duty shall be suspended immediately.

**Section 10.** Random drug testing in accordance with the standards and procedures of the Federal Commercial Motor Vehicle Safety Act and any regulations duly promulgated there under will be conducted for the classifications listed below:

| | |
|---|---|
| Crew Chief | Water Plant Operator I |
| Service Worker | Water Plant Operator III |
| Equipment Operator | Lead Fleet Mechanic |
| Fleet Mechanic | Chief Water Plant Operator |
| Maintenance Mechanic II | Instrumentation and Controls Technician |
| Maintenance Technician I | Laboratory Technician |
| Maintenance Technician II | |

~~all employees appointed to all position classifications covered by this collective bargaining agreement.~~

**Section 11. Discipline.** All discipline in situations involving a positive drug/alcohol test in accordance with Section 10 above shall be administered as specified below:

(a) First Positive. In the first instance that an employee tests positive on the confirmatory test for drugs or is found to be under the influence of alcohol, the employee may be subject to a suspension not to exceed thirty (30) calendar days.

(b) Second Positive. Employees who test positive on the confirmatory test for drugs or alcohol on a second occasion within a five-year period shall be subject to discharge. The employee's Department Director is hereby empowered to impose such penalty, and neither the Civil Service Commission nor an arbitrator shall have jurisdiction to review, set aside or modify such penalty. This Section 11 shall in no way limit discipline by the employer for just cause.

**Section 12. Work Place Violence.** Employees who engage in potentially violent behavior shall be required to attend the employee assistance program (EAP).

## ARTICLE 2O

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## GRIEVANCES

**Section 1. Definition.** A grievance is hereby defined as an actual dispute between the City and the Union or an employee covered by this Agreement concerning only the application, meaning or interpretation of the express terms of this Agreement as they affect the members of the Union or said employee.

**Section 2. Procedure.**

Step One: The Union or any employee covered by this agreement may submit a grievance in writing to an immediate non-bargaining unit supervisor on a form agreed to by both the City and the Union. The grievance shall state in simple and concise terms the nature of the dispute and shall specify the portion of the agreement which the union or the employee feels is being violated. The immediate non-bargaining unit supervisor shall respond in writing within ten (10) business days with his decision. A "business day", for the purposes of this Article shall be any day on which the City's administrative offices are open and conducting business.

Step Two. If the union is not satisfied with the immediate non-bargaining unit supervisor's response, the written grievance may be referred to the Division Manager within ten (10) business days after immediate non-bargaining unit supervisor's decision. The grievance filed must be specific as to the contract section or sections that was violated and the nature of the dispute. The Division Manager may meet with one representative within ten (10) business days after receiving the grievance. The Division Manager shall respond in writing within ten (10) business days with his/her decision.

Step Three. If the union is not satisfied with the Division Manager's response, the written grievance may be referred to the Department Director within ten (10) business days after the Division Manager's decision. The Department Director shall meet with one representative of the union within ten (10) business days after receiving the grievance. The Department Director shall respond in writing within ten (10) business days with his decision.

Step Four. If the union is not satisfied with the Department Director's response, the written grievance may be referred to the City Manager within ten (10) business days after the Department Director's decision. The City Manager shall meet with three representatives within fifteen (15) business days after receiving the grievance. The City Manager shall respond in writing within ten (10) business days with his decision.

Timelines indicated in Step One through Step Four of this section may be extended on a case by case basis with the mutual consent of the City and the Union.

**Section 3. Arbitration.** (a) If the union is not satisfied with the City Manager's response, the written grievance may be referred to arbitration by so notifying the City Manager's Office in writing within ten (10) business days after the City Manager's decision. Within sixty (60) business days of the written notice to arbitrate, the parties will tender a request to the Federal Mediation and Conciliation Service asking for a panel of arbitrators. Upon the receipt of said panel the Union and the City will strike names. Both the City and the union shall have the right to strike two names from the panel with the party striking first to be determined by a coin toss. The remaining person shall be the arbitrator who shall be notified of their selection by a joint letter from both parties, requesting that a date and time for the hearing be established subject to the reasonable availability of the parties. All hearings shall take place in the City of Decatur, Illinois, unless otherwise mutually agreed. If such executed requests or notices to meet or confer are not provided to the City within the limits established herein, no arbitrator shall have authority or jurisdiction to decide the matter and the same will be deemed settled on the basis of the City's last response. The limits established hereby may be extended by mutual agreement, in writing, of the parties. Arbitrators must follow Illinois Rules of Evidence.

(b) The only issue to be arbitrated and capable of being arbitrated is that specific issue or issues listed in the initial grievance. Both parties agree to attempt to arrive at a joint stipulation of the facts and issues as outlined to be submitted to the arbitrator. The arbitrator shall have no authority to amend, modify, nullify, ignore, add to or subtract from the provisions of this agreement. He shall only consider and make a decision with respect to the specific issue submitted to him in writing, and shall have no authority to make a decision as to any other issue not so submitted to him or as to any issue not expressly covered by the terms of this agreement. In the event that the arbitrator finds a violation of the terms of this agreement, he shall fashion an appropriate remedy within the limits provided herein. The arbitrator shall have no power to make a decision that is contrary to the laws of the State of Illinois or the United States. The arbitrator shall submit his written decision to the parties within thirty (30) business days of the close of the hearings or the submission of briefs, whichever is later, unless the parties agree to an extension. A decision rendered consistent with the terms hereof shall be final and binding and may be enforced at the instance of either party in the Circuit Court of Macon County. The pendency of any proceedings in the Circuit Court for review of the arbitrator's decision as allowed by law shall not automatically stay the order of the arbitrator.

(c) The expenses and fees of the arbitrator and the costs of the hearing room and any transcription of the hearing, if requested by either party, shall be shared equally by the parties. The decision and award of the arbitrator shall be final and binding on the City, the Union, and the employee or employees involved, except that said decision and award may be reviewed by any court of competent jurisdiction as provided by law. Each party shall be responsible for compensating its own representatives and witnesses.

(d) No arbitration order or award entered under the provision hereof may limit or interfere in any way with the powers, duties and responsibilities vested in the City Council under applicable State law.

**Section 4. Timing for Filing a Grievance.** (a) No grievance shall be entertained or processed unless submitted within ten (10) business days of the date that the employee knew or should have known of the event giving rise to a grievance. Any award to an aggrieved employee for a violation of the terms of this agreement shall be limited to consideration of only the said ten (10) business days immediately preceding the filing of the grievance plus any period thereafter during which such practice continued. If a grievance is not appealed by the union or the employee to the next step in the procedure set out herein within the time limits set forth or as mutually extended in writing, it shall be deemed waived and settled on the basis of the City's last response.

(b) The affected employee shall have the right to be present at any of the hearings provided for herein if such employee so chooses.

(c) Certain issues which by nature are not capable of being settled at a preliminary step of the grievance procedure may by mutual agreement be filed at the appropriate advanced step where the action giving rise to the grievance was initiated. Mutual agreement shall take place between the appropriate union representative and the appropriate city representative at the step where it is desired to initiate the grievance.

**Section 5. Suspensions and Discharges** (a) Suspensions and discharges shall be grieved directly to the City Manager, who shall meet with up to two representatives and the affected employee within three (3) business days of the filing of the grievance. The City Manager shall respond in writing within five (5) business days with his decision. Suspensions of three (3) days or fewer shall not be served by the employee prior to the City Manager's decision.

(b) Disciplinary reprimands may be grieved pursuant to the provisions hereof, but such reprimands may not be referred to arbitration as provided in Section 3 hereof. As to such reprimands, the decision of the City Manager is final. The City may, at its option, waive the provisions hereof and permit such discipline as is herein described to be arbitrated according to the provisions of this Article.

(c) Suspensions and discharges may be grieved pursuant to the provisions hereof, including binding arbitration, and in lieu of any proceedings otherwise available before the Civil Service Commission. In such cases, it shall be unnecessary to file said grievance pursuant to Sections 2 through 4 hereof, the notice to the City Manager's Office provided for herein being sufficient to give the arbitrator jurisdiction of the matter, and said time limits herein provided being the only such limits regarding notice of intent to arbitrate required to be met by such employee, any provisions of Section 2 to the contrary notwithstanding. In order to exercise the option provided for hereunder to refer a matter to an arbitrator rather than the Civil Service Commission, or to have an arbitrator adjudicate a suspension not within the jurisdiction of the Civil Service Commission, an employee must file with the City Manager's Office, in writing, a notice that such employee wishes such suspension or discharge to be referred to arbitration, which arbitration shall be conducted pursuant to the provisions of this Chapter except where expressly modified by the provisions hereof. Such a notice must be filed not later than the end of the fifth business day following the notice to the employee of the discipline to be imposed. Failure to file such a notice within the time limits provided herein shall constitute a waiver of the right of such employee to have said matter arbitrated, and any disciplinary proceedings initiated following such failure to file such notice, if any are required, shall be pursuant to the Civil Service Law as provided in Section 3 of Article 11 hereof. A decision by either the Civil Service Commission or an arbitrator shall preclude consideration of the same matter by the other.

## ARTICLE 21

## CITY AUTHORITY

**Section 1.** Nothing in this Agreement shall be construed as delegating to others the authority vested by law in the corporate authority of the city and its duly elected or appointed officers or in any way abridging or reducing such authority or infringing upon the responsibility thereof to the people of the City.

**Section 2.** Except as amended, changed or modified by this agreement, the City retains all management rights and powers granted it by law. Said rights and powers are subject to the terms and conditions of this Agreement and include but are not limited to the following: the right to establish, discontinue or modify those terms and conditions of employment not controlled by this Agreement; the right to operate and manage all manpower, facilities and equipment; the right to establish functions and programs; the right to set and amend budgets; the right to determine the utilization of technology; the right to establish and modify the organizational structure; the right to select, direct and determine the number of personnel and the right to establish work schedules.

## ARTICLE 22

## NON-DISCRIMINATION

During the term of this Agreement neither the City nor the Union shall discriminate with regard to the rights, privileges, power, authority, duty or responsibility of either as to any person with regard to age, sex, marital status, race, color, creed, sexual orientation, national origin, political affiliation or with regard to whether any person is or is not affiliated with the Union.

## ARTICLE 23

## SAVINGS CLAUSE

Should any article, section or portion thereof of this agreement be held unlawful or unenforceable by any court of competent jurisdiction such decision of the court shall apply only to that specific article, section or portion thereof and insofar as may be possible shall not affect the provisions otherwise appearing herein. The City and the Union agree to negotiate as soon as practicable a substitute for the invalidated article, section, or portion thereof.

## ARTICLE 24

## NEWLY CREATED POSITIONS

**Section 1.** When a new job classification is established or an existing one is changed, the City will submit a description in writing and a wage rate to the Union. If the Union wishes to meet with the City regarding the new classification description or wage rate, a meeting will be requested within ten (10) days of the Union's receipt of the wage and classification description. Any unresolved differences of opinion between the parties in regard to wages will be subject to the grievance procedure.

**Section 2.** Any grievances filed concerning wages on a new or changed job classification may be filed in accordance with Article 20 Section 2. If no grievance is filed by the Union within fourteen (14) days of the City's submission of the description and wage rate to the Union, the matter will be deemed settled on the basis of the City's proposal.

**Section 3.** During any period in which there is a dispute concerning wage rates for a new classification, the City may fill such classification temporarily at a rate of pay determined by the City.

## ARTICLE 25

## ENTIRE AGREEMENT

The parties acknowledge that during the negotiations which resulted in the Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that the understandings and agreement arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the City and the Union, for the duration of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated, to bargain collectively with respect to any subject or matter, covered by the terms of this Agreement or bargained about during the negotiations resulting in this Agreement.

However, the City agrees that during the period of this Agreement, it shall not unilaterally change any bona fide past practices and policies with respect to salaries, hours, conditions of employment, and fringe benefits enjoyed by members of the bargaining units without prior consultation and negotiations with the Union. Where past practice conflicts with the express terms of the contract, the contract shall prevail. In order to qualify as a bona fide past practice, such practice must be (1) unequivocal, (2) clearly enunciated and acted upon, and (3) readily ascertainable over a reasonable period of time as a fixed and established practice accepted by both parties.

## ARTICLE 26

## PERSONNEL FILES

**Section 1.** The City shall keep a central personnel file for each employee. Supervisors may keep working files. Nothing in the supervisors file that is not in the employee personnel files can be used against the employee for disciplinary purposes.

**Section 2.** Inspection of employee's personnel file shall be in accordance with the Illinois Personal Records Act, Chapter 48, Section 2000 et. seq.

**Section 3.** An employee who is involved in a current grievance against the employer may designate in writing that a union representative may inspect his or her personnel file subject to the procedures incorporated in Section 2 of this article.

## ARTICLE 27

## TERM OF AGREEMENT

**Section 1.** This Agreement shall become effective as of January 1, ~~2023~~ 2025 and shall remain in full force and effect through December 31, ~~2024~~2028, and thereafter from year to year, January 1 through the following December 31, until terminated. This Agreement may be terminated by either party hereto by giving written notice to either party sixty (60) days prior to December 31, ~~2024~~2028, or sixty (60) days prior to December 31st of any subsequent year in which termination is sought.

**Section 2.** The Union and the City agree to split equally the costs of printing this Agreement.

**Section: 3.** All previously executed memoranda of understanding, and collective bargaining agreement addenda, settlement agreements, and supplemental agreements not incorporated into this contract shall now and hereafter be null and void.

Dated the _____ day of ____________, ~~2022~~2024

For AFSCME Council 31 and Local 268:

______________________________

______________________________

______________________________

______________________________

______________________________

For the City of Decatur, Illinois:

______________________________
City Manager

Attest:

______________________________
City Clerk

**EXHIBIT A***

| Position Classification | Pay Grade |
|---|---|
| ~~Account Clerk I~~ | ~~9~~ |
| ~~Account Clerk II~~ | ~~11~~ |
| ~~Account Clerk III~~ | ~~13~~ |
| Accounting Assistant | ~~14~~15 |
| Buyer | 16 |
| Chief Water Plant Operator | 20 |
| City Electrician | ~~19~~20 |
| Construction Code Inspector | |
| Electrical | 21 |
| Heating & Air Conditioning | 21 |
| Plumbing | 21 |
| Structural | 21 |
| Crew Chief | ~~15~~18 |
| Customer Payment Specialist | 12 |
| Engineering Technician I | ~~16~~17 |
| Engineering Technician II | ~~18~~19 |
| Engineering Technician III | ~~20~~21 |
| ~~Environmental Standards Technician~~ | ~~14~~ |
| Equipment Operator | ~~14~~16 |
| Fleet Mechanic | ~~16~~18 |
| Housing Rehabilitation Specialist | 21 |
| Instrumentation and Controls Technician | 20 |
| Lead Fleet Mechanic | ~~17~~20 |
| Laboratory Technician | 19 |
| Maintenance Mechanic II | 17 |
| Maintenance Technician I | 16 |
| Maintenance Technician II | 18 |
| Neighborhood Service Officer | 20 |
| ~~Network Support Specialist Intern~~ | ~~14~~ |
| Network Support Specialist | ~~16~~17 |
| Office Support Representative | ~~9~~10 |
| Parking Enforcement Officer | 12 |
| ~~Parking Meter Maintenance Worker~~ | ~~13~~ |
| Parts Person~~/Dispatcher~~ | 13 |
| Permit Technician | 11 |
| Plan Examiner | 21 |
| Police Records Clerk | 12 |
| ~~Planning and Development Assistant~~ | ~~14~~ |
| ~~Rehabilitation Construction Specialist~~ | ~~19~~ |
| Senior Network Support Specialist | ~~18~~19 |
| Senior Utility Customer Service Representative | 14 |
| Service Worker | ~~13~~14 |
| Traffic Signal Technician | ~~21~~22 |
| ~~13~~Utility Customer Service Representative | 12 |
| ~~Water Customer Service Representative~~ | ~~11~~ |

*To be updated if necessary after the approval/completion of the pending unit clarification petition.

**EXHIBIT B**

**HOUR ASSIGNMENTS**

| **Section** | **Crews** |
|---|---|
| Streets and Sewers | All ~~except those assigned to clerical~~ |
| Forestry | All |
| Water Distribution | Water service repair and replacement and valve turning |
| Vehicle Maintenance | All Mechanics |
| Traffic | All |
| Office Support Representative – Municipal Services | |

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Field Code Changed

## EXHIBIT C

### General Services Pay Plan as of January 1, 2025

**4.0% increase**

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY | GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | P1 (1) | $15.2945 | $611.78 | $1,223.56 | $31,813 | 7 | P1 (1) | $18.9450 | $757.80 | $1,515.60 | $39,406 |
| | P2 (2) | $15.6424 | $625.70 | $1,251.40 | $32,536 | | P2 (2) | $19.3865 | $775.46 | $1,550.92 | $40,324 |
| | A (3) | $15.9993 | $639.97 | $1,279.94 | $33,278 | | A (3) | $19.8393 | $793.57 | $1,587.15 | $41,266 |
| | B (4) | $16.2879 | $651.52 | $1,303.03 | $33,879 | | B (4) | $20.2141 | $808.56 | $1,617.13 | $42,045 |
| | C (5) | $16.5690 | $662.76 | $1,325.52 | $34,463 | | C (5) | $20.5936 | $823.74 | $1,647.48 | $42,835 |
| | D (6) | $17.1607 | $686.43 | $1,372.86 | $35,694 | | D (6) | $21.3877 | $855.51 | $1,711.02 | $44,486 |
| | E (7) | $17.7790 | $711.16 | $1,422.32 | $36,980 | | E (7) | $22.2195 | $888.78 | $1,777.56 | $46,217 |
| | F (8) | $18.4344 | $737.37 | $1,474.75 | $38,343 | | F (8) | $23.0952 | $923.81 | $1,847.62 | $48,038 |
| 2 | P1 (1) | $15.8361 | $633.45 | $1,266.89 | $32,939 | 8 | P1 (1) | $19.6620 | $786.48 | $1,572.96 | $40,897 |
| | P2 (2) | $16.1979 | $647.92 | $1,295.83 | $33,692 | | P2 (2) | $20.1219 | $804.88 | $1,609.75 | $41,854 |
| | A (3) | $16.5690 | $662.76 | $1,325.52 | $34,463 | | A (3) | $20.5936 | $823.74 | $1,647.48 | $42,835 |
| | B (4) | $16.8617 | $674.47 | $1,348.93 | $35,072 | | B (4) | $20.9863 | $839.45 | $1,678.90 | $43,651 |
| | C (5) | $17.1607 | $686.43 | $1,372.86 | $35,694 | | C (5) | $21.3877 | $855.51 | $1,711.02 | $44,486 |
| | D (6) | $17.7790 | $711.16 | $1,422.32 | $36,980 | | D (6) | $22.2195 | $888.78 | $1,777.56 | $46,217 |
| | E (7) | $18.4344 | $737.37 | $1,474.75 | $38,343 | | E (7) | $23.0952 | $923.81 | $1,847.62 | $48,038 |
| | F (8) | $19.1198 | $764.79 | $1,529.58 | $39,769 | | F (8) | $24.0137 | $960.55 | $1,921.09 | $49,948 |
| 3 | P1 (1) | $16.3986 | $655.95 | $1,311.89 | $34,109 | 9 | P1 (1) | $20.4169 | $816.68 | $1,633.36 | $42,467 |
| | P2 (2) | $16.7748 | $670.99 | $1,341.99 | $34,892 | | P2 (2) | $20.8962 | $835.85 | $1,671.69 | $43,464 |
| | A (3) | $17.1607 | $686.43 | $1,372.86 | $35,694 | | A (3) | $21.3877 | $855.51 | $1,711.02 | $44,486 |
| | B (4) | $17.4742 | $698.97 | $1,397.94 | $36,346 | | B (4) | $21.8013 | $872.05 | $1,744.10 | $45,347 |
| | C (5) | $17.7790 | $711.16 | $1,422.32 | $36,980 | | C (5) | $22.2195 | $888.78 | $1,777.56 | $46,217 |
| | D (6) | $18.4344 | $737.37 | $1,474.75 | $38,343 | | D (6) | $23.0952 | $923.81 | $1,847.62 | $48,038 |
| | E (7) | $19.1198 | $764.79 | $1,529.58 | $39,769 | | E (7) | $24.0137 | $960.55 | $1,921.09 | $49,948 |
| | F (8) | $19.8393 | $793.57 | $1,587.15 | $41,266 | | F (8) | $24.9785 | $999.14 | $1,998.28 | $51,955 |
| 4 | P1 (1) | $16.9864 | $679.46 | $1,358.91 | $35,332 | 10 | P1 (1) | $21.2076 | $848.31 | $1,696.61 | $44,112 |
| | P2 (2) | $17.3777 | $695.11 | $1,390.22 | $36,146 | | P2 (2) | $21.7072 | $868.29 | $1,736.57 | $45,151 |
| | A (3) | $17.7790 | $711.16 | $1,422.32 | $36,980 | | A (3) | $22.2195 | $888.78 | $1,777.56 | $46,217 |
| | B (4) | $18.1041 | $724.16 | $1,448.33 | $37,656 | | B (4) | $22.6556 | $906.22 | $1,812.45 | $47,124 |
| | C (5) | $18.4344 | $737.37 | $1,474.75 | $38,343 | | C (5) | $23.0952 | $923.81 | $1,847.62 | $48,038 |
| | D (6) | $19.1198 | $764.79 | $1,529.58 | $39,769 | | D (6) | $24.0137 | $960.55 | $1,921.09 | $49,948 |
| | E (7) | $19.8393 | $793.57 | $1,587.15 | $41,266 | | E (7) | $24.9785 | $999.14 | $1,998.28 | $51,955 |
| | F (8) | $20.5936 | $823.74 | $1,647.48 | $42,835 | | F (8) | $25.9895 | $1,039.58 | $2,079.16 | $54,058 |
| 5 | P1 (1) | $17.6094 | $704.38 | $1,408.75 | $36,628 | 11 | P1 (1) | $22.0401 | $881.60 | $1,763.21 | $45,843 |
| | P2 (2) | $18.0167 | $720.67 | $1,441.33 | $37,475 | | P2 (2) | $22.5610 | $902.44 | $1,804.88 | $46,927 |
| | A (3) | $18.4344 | $737.37 | $1,474.75 | $38,343 | | A (3) | $23.0952 | $923.81 | $1,847.62 | $48,038 |
| | B (4) | $18.7727 | $750.91 | $1,501.82 | $39,047 | | B (4) | $23.5533 | $942.13 | $1,884.26 | $48,991 |
| | C (5) | $19.1198 | $764.79 | $1,529.58 | $39,769 | | C (5) | $24.0137 | $960.55 | $1,921.09 | $49,948 |
| | D (6) | $19.8393 | $793.57 | $1,587.15 | $41,266 | | D (6) | $24.9785 | $999.14 | $1,998.28 | $51,955 |
| | E (7) | $20.5936 | $823.74 | $1,647.48 | $42,835 | | E (7) | $25.9895 | $1,039.58 | $2,079.16 | $54,058 |
| | F (8) | $21.3877 | $855.51 | $1,711.02 | $44,486 | | F (8) | $27.0550 | $1,082.20 | $2,164.40 | $56,274 |
| 6 | P1 (1) | $18.2610 | $730.44 | $1,460.88 | $37,983 | 12 | P1 (1) | $22.9133 | $916.53 | $1,833.06 | $47,660 |
| | P2 (2) | $18.6850 | $747.40 | $1,494.80 | $38,865 | | P2 (2) | $23.4565 | $938.26 | $1,876.52 | $48,790 |
| | A (3) | $19.1198 | $764.79 | $1,529.58 | $39,769 | | A (3) | $24.0137 | $960.55 | $1,921.09 | $49,948 |
| | B (4) | $19.4778 | $779.11 | $1,558.23 | $40,514 | | B (4) | $24.4932 | $979.73 | $1,959.46 | $50,946 |
| | C (5) | $19.8393 | $793.57 | $1,587.15 | $41,266 | | C (5) | $24.9785 | $999.14 | $1,998.28 | $51,955 |
| | D (6) | $20.5936 | $823.74 | $1,647.48 | $42,835 | | D (6) | $25.9895 | $1,039.58 | $2,079.16 | $54,058 |
| | E (7) | $21.3877 | $855.51 | $1,711.02 | $44,486 | | E (7) | $27.0550 | $1,082.20 | $2,164.40 | $56,274 |
| | F (8) | $22.2195 | $888.78 | $1,777.56 | $46,217 | | F (8) | $28.1730 | $1,126.92 | $2,253.84 | $58,600 |

**EXHIBIT C (continued)**

**General Services Pay Plan as of January 1, 2025**

**4.0% increase**

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY | GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 13 | P1 (1) | $23.8304 | $953.22 | $1,906.43 | $49,567 | 19 | P1 (1) | $30.3725 | $1,214.90 | $2,429.80 | $63,175 |
| | P2 (2) | $24.3972 | $975.89 | $1,951.77 | $50,746 | | P2 (2) | $31.1070 | $1,244.28 | $2,488.56 | $64,703 |
| | A (3) | $24.9785 | $999.14 | $1,998.28 | $51,955 | | A (3) | $31.8604 | $1,274.42 | $2,548.83 | $66,270 |
| | B (4) | $25.4800 | $1,019.20 | $2,038.40 | $52,998 | | B (4) | $32.5441 | $1,301.76 | $2,603.53 | $67,692 |
| | C (5) | $25.9895 | $1,039.58 | $2,079.16 | $54,058 | | C (5) | $33.2208 | $1,328.83 | $2,657.66 | $69,099 |
| | D (6) | $27.0550 | $1,082.20 | $2,164.40 | $56,274 | | D (6) | $34.6454 | $1,385.82 | $2,771.63 | $72,062 |
| | E (7) | $28.1730 | $1,126.92 | $2,253.84 | $58,600 | | E (7) | $36.1371 | $1,445.49 | $2,890.97 | $75,165 |
| | F (8) | $29.3408 | $1,173.63 | $2,347.27 | $61,029 | | F (8) | $37.7133 | $1,508.53 | $3,017.06 | $78,444 |
| 14 | P1 (1) | $24.7915 | $991.66 | $1,983.32 | $51,566 | 20 | P1 (1) | $31.6658 | $1,266.63 | $2,533.26 | $65,865 |
| | P2 (2) | $25.3830 | $1,015.32 | $2,030.64 | $52,797 | | P2 (2) | $32.4335 | $1,297.34 | $2,594.68 | $67,462 |
| | A (3) | $25.9895 | $1,039.58 | $2,079.16 | $54,058 | | A (3) | $33.2208 | $1,328.83 | $2,657.66 | $69,099 |
| | B (4) | $26.5223 | $1,060.89 | $2,121.78 | $55,166 | | B (4) | $33.9346 | $1,357.38 | $2,714.76 | $70,584 |
| | C (5) | $27.0550 | $1,082.20 | $2,164.40 | $56,274 | | C (5) | $34.6454 | $1,385.82 | $2,771.63 | $72,062 |
| | D (6) | $28.1730 | $1,126.92 | $2,253.84 | $58,600 | | D (6) | $36.1371 | $1,445.49 | $2,890.97 | $75,165 |
| | E (7) | $29.3408 | $1,173.63 | $2,347.27 | $61,029 | | E (7) | $37.7133 | $1,508.53 | $3,017.06 | $78,444 |
| | F (8) | $30.5711 | $1,222.84 | $2,445.69 | $63,588 | | F (8) | $39.3583 | $1,574.33 | $3,148.66 | $81,865 |
| 15 | P1 (1) | $25.8044 | $1,032.17 | $2,064.35 | $53,673 | 21 | P1 (1) | $33.0201 | $1,320.80 | $2,641.60 | $68,682 |
| | P2 (2) | $26.4217 | $1,056.87 | $2,113.74 | $54,957 | | P2 (2) | $33.8224 | $1,352.90 | $2,705.80 | $70,351 |
| | A (3) | $27.0550 | $1,082.20 | $2,164.40 | $56,274 | | A (3) | $34.6454 | $1,385.82 | $2,771.63 | $72,062 |
| | B (4) | $27.6102 | $1,104.41 | $2,208.82 | $57,429 | | B (4) | $35.3927 | $1,415.71 | $2,831.42 | $73,617 |
| | C (5) | $28.1730 | $1,126.92 | $2,253.84 | $58,600 | | C (5) | $36.1371 | $1,445.49 | $2,890.97 | $75,165 |
| | D (6) | $29.3408 | $1,173.63 | $2,347.27 | $61,029 | | D (6) | $37.7133 | $1,508.53 | $3,017.06 | $78,444 |
| | E (7) | $30.5711 | $1,222.84 | $2,445.69 | $63,588 | | E (7) | $39.3583 | $1,574.33 | $3,148.66 | $81,865 |
| | F (8) | $31.8604 | $1,274.42 | $2,548.83 | $66,270 | | F (8) | $41.0889 | $1,643.56 | $3,287.11 | $85,465 |
| 16 | P1 (1) | $26.8672 | $1,074.69 | $2,149.38 | $55,884 | 22 | P1 (1) | $34.4381 | $1,377.52 | $2,755.05 | $71,631 |
| | P2 (2) | $27.5119 | $1,100.47 | $2,200.95 | $57,225 | | P2 (2) | $35.2769 | $1,411.07 | $2,822.15 | $73,376 |
| | A (3) | $28.1730 | $1,126.92 | $2,253.84 | $58,600 | | A (3) | $36.1371 | $1,445.49 | $2,890.97 | $75,165 |
| | B (4) | $28.7514 | $1,150.06 | $2,300.12 | $59,803 | | B (4) | $36.9232 | $1,476.93 | $2,953.86 | $76,800 |
| | C (5) | $29.3408 | $1,173.63 | $2,347.27 | $61,029 | | C (5) | $37.7133 | $1,508.53 | $3,017.06 | $78,444 |
| | D (6) | $30.5711 | $1,222.84 | $2,445.69 | $63,588 | | D (6) | $39.3583 | $1,574.33 | $3,148.66 | $81,865 |
| | E (7) | $31.8604 | $1,274.42 | $2,548.83 | $66,270 | | E (7) | $41.0889 | $1,643.56 | $3,287.11 | $85,465 |
| | F (8) | $33.2208 | $1,328.83 | $2,657.66 | $69,099 | | F (8) | $42.9109 | $1,716.44 | $3,432.87 | $89,255 |
| 17 | P1 (1) | $27.9774 | $1,119.10 | $2,238.19 | $58,193 | 23 | P1 (1) | $35.9365 | $1,437.46 | $2,874.92 | $74,748 |
| | P2 (2) | $28.6505 | $1,146.02 | $2,292.04 | $59,593 | | P2 (2) | $36.8136 | $1,472.55 | $2,945.09 | $76,572 |
| | A (3) | $29.3408 | $1,173.63 | $2,347.27 | $61,029 | | A (3) | $37.7133 | $1,508.53 | $3,017.06 | $78,444 |
| | B (4) | $29.9534 | $1,198.13 | $2,396.27 | $62,303 | | B (4) | $38.5387 | $1,541.55 | $3,083.10 | $80,161 |
| | C (5) | $30.5711 | $1,222.84 | $2,445.69 | $63,588 | | C (5) | $39.3583 | $1,574.33 | $3,148.66 | $81,865 |
| | D (6) | $31.8604 | $1,274.42 | $2,548.83 | $66,270 | | D (6) | $41.0889 | $1,643.56 | $3,287.11 | $85,465 |
| | E (7) | $33.2208 | $1,328.83 | $2,657.66 | $69,099 | | E (7) | $42.9109 | $1,716.44 | $3,432.87 | $89,255 |
| | F (8) | $34.6454 | $1,385.82 | $2,771.63 | $72,062 | | F (8) | $44.8185 | $1,792.74 | $3,585.48 | $93,222 |
| 18 | P1 (1) | $29.1469 | $1,165.88 | $2,331.75 | $60,626 | 24 | P1 (1) | $37.5002 | $1,500.01 | $3,000.02 | $78,000 |
| | P2 (2) | $29.8500 | $1,194.00 | $2,388.00 | $62,088 | | P2 (2) | $38.4175 | $1,536.70 | $3,073.40 | $79,908 |
| | A (3) | $30.5711 | $1,222.84 | $2,445.69 | $63,588 | | A (3) | $39.3583 | $1,574.33 | $3,148.66 | $81,865 |
| | B (4) | $31.2195 | $1,248.78 | $2,497.56 | $64,937 | | B (4) | $40.2236 | $1,608.94 | $3,217.89 | $83,665 |
| | C (5) | $31.8604 | $1,274.42 | $2,548.83 | $66,270 | | C (5) | $41.0889 | $1,643.56 | $3,287.11 | $85,465 |
| | D (6) | $33.2208 | $1,328.83 | $2,657.66 | $69,099 | | D (6) | $42.9109 | $1,716.44 | $3,432.87 | $89,255 |
| | E (7) | $34.6454 | $1,385.82 | $2,771.63 | $72,062 | | E (7) | $44.8185 | $1,792.74 | $3,585.48 | $93,222 |
| | F (8) | $36.1371 | $1,445.49 | $2,890.97 | $75,165 | | F (8) | $46.8232 | $1,872.93 | $3,745.86 | $97,392 |

**Field Code Changed**

## EXHIBIT D

### General Services Pay Plan as of January 1, 2026

### 4.0% increase

Field Code Changed

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY | GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | P1 (1) | $15.9063 | $636.25 | $1,272.51 | $33,085 | 7 | P1 (1) | $19.7028 | $788.11 | $1,576.22 | $40,982 |
| | P2 (2) | $16.2681 | $650.73 | $1,301.45 | $33,838 | | P2 (2) | $20.1620 | $806.48 | $1,612.96 | $41,937 |
| | A (3) | $16.6392 | $665.57 | $1,331.14 | $34,610 | | A (3) | $20.6329 | $825.32 | $1,650.63 | $42,916 |
| | B (4) | $16.9394 | $677.58 | $1,355.15 | $35,234 | | B (4) | $21.0227 | $840.91 | $1,681.82 | $43,727 |
| | C (5) | $17.2317 | $689.27 | $1,378.54 | $35,842 | | C (5) | $21.4173 | $856.69 | $1,713.38 | $44,548 |
| | D (6) | $17.8471 | $713.88 | $1,427.77 | $37,122 | | D (6) | $22.2432 | $889.73 | $1,779.46 | $46,266 |
| | E (7) | $18.4902 | $739.61 | $1,479.22 | $38,460 | | E (7) | $23.1083 | $924.33 | $1,848.66 | $48,065 |
| | F (8) | $19.1717 | $766.87 | $1,533.74 | $39,877 | | F (8) | $24.0190 | $960.76 | $1,921.52 | $49,960 |
| 2 | P1 (1) | $16.4696 | $658.78 | $1,317.57 | $34,257 | 8 | P1 (1) | $20.4485 | $817.94 | $1,635.88 | $42,533 |
| | P2 (2) | $16.8458 | $673.83 | $1,347.67 | $35,039 | | P2 (2) | $20.9268 | $837.07 | $1,674.14 | $43,528 |
| | A (3) | $17.2317 | $689.27 | $1,378.54 | $35,842 | | A (3) | $21.4173 | $856.69 | $1,713.38 | $44,548 |
| | B (4) | $17.5361 | $701.44 | $1,402.89 | $36,475 | | B (4) | $21.8257 | $873.03 | $1,746.06 | $45,398 |
| | C (5) | $17.8471 | $713.88 | $1,427.77 | $37,122 | | C (5) | $22.2432 | $889.73 | $1,779.46 | $46,266 |
| | D (6) | $18.4902 | $739.61 | $1,479.22 | $38,460 | | D (6) | $23.1083 | $924.33 | $1,848.66 | $48,065 |
| | E (7) | $19.1717 | $766.87 | $1,533.74 | $39,877 | | E (7) | $24.0190 | $960.76 | $1,921.52 | $49,960 |
| | F (8) | $19.8846 | $795.38 | $1,590.77 | $41,360 | | F (8) | $24.9742 | $998.97 | $1,997.94 | $51,946 |
| 3 | P1 (1) | $17.0546 | $682.18 | $1,364.37 | $35,474 | 9 | P1 (1) | $21.2336 | $849.34 | $1,698.69 | $44,166 |
| | P2 (2) | $17.4458 | $697.83 | $1,395.67 | $36,287 | | P2 (2) | $21.7320 | $869.28 | $1,738.56 | $45,203 |
| | A (3) | $17.8471 | $713.88 | $1,427.77 | $37,122 | | A (3) | $22.2432 | $889.73 | $1,779.46 | $46,266 |
| | B (4) | $18.1732 | $726.93 | $1,453.85 | $37,800 | | B (4) | $22.6733 | $906.93 | $1,813.87 | $47,161 |
| | C (5) | $18.4902 | $739.61 | $1,479.22 | $38,460 | | C (5) | $23.1083 | $924.33 | $1,848.66 | $48,065 |
| | D (6) | $19.1717 | $766.87 | $1,533.74 | $39,877 | | D (6) | $24.0190 | $960.76 | $1,921.52 | $49,960 |
| | E (7) | $19.8846 | $795.38 | $1,590.77 | $41,360 | | E (7) | $24.9742 | $998.97 | $1,997.94 | $51,946 |
| | F (8) | $20.6329 | $825.32 | $1,650.63 | $42,916 | | F (8) | $25.9776 | $1,039.10 | $2,078.21 | $54,033 |
| 4 | P1 (1) | $17.6659 | $706.64 | $1,413.27 | $36,745 | 10 | P1 (1) | $22.0559 | $882.24 | $1,764.47 | $45,876 |
| | P2 (2) | $18.0728 | $722.91 | $1,445.82 | $37,591 | | P2 (2) | $22.5754 | $903.02 | $1,806.04 | $46,957 |
| | A (3) | $18.4902 | $739.61 | $1,479.22 | $38,460 | | A (3) | $23.1083 | $924.33 | $1,848.66 | $48,065 |
| | B (4) | $18.8282 | $753.13 | $1,506.26 | $39,163 | | B (4) | $23.5618 | $942.47 | $1,884.94 | $49,009 |
| | C (5) | $19.1717 | $766.87 | $1,533.74 | $39,877 | | C (5) | $24.0190 | $960.76 | $1,921.52 | $49,960 |
| | D (6) | $19.8846 | $795.38 | $1,590.77 | $41,360 | | D (6) | $24.9742 | $998.97 | $1,997.94 | $51,946 |
| | E (7) | $20.6329 | $825.32 | $1,650.63 | $42,916 | | E (7) | $25.9776 | $1,039.10 | $2,078.21 | $54,033 |
| | F (8) | $21.4173 | $856.69 | $1,713.38 | $44,548 | | F (8) | $27.0291 | $1,081.17 | $2,162.33 | $56,221 |
| 5 | P1 (1) | $18.3138 | $732.55 | $1,465.10 | $38,093 | 11 | P1 (1) | $22.9217 | $916.87 | $1,833.74 | $47,677 |
| | P2 (2) | $18.7373 | $749.49 | $1,498.99 | $38,974 | | P2 (2) | $23.4634 | $938.54 | $1,877.07 | $48,804 |
| | A (3) | $19.1717 | $766.87 | $1,533.74 | $39,877 | | A (3) | $24.0190 | $960.76 | $1,921.52 | $49,960 |
| | B (4) | $19.5236 | $780.95 | $1,561.89 | $40,609 | | B (4) | $24.4954 | $979.82 | $1,959.63 | $50,950 |
| | C (5) | $19.8846 | $795.38 | $1,590.77 | $41,360 | | C (5) | $24.9742 | $998.97 | $1,997.94 | $51,946 |
| | D (6) | $20.6329 | $825.32 | $1,650.63 | $42,916 | | D (6) | $25.9776 | $1,039.10 | $2,078.21 | $54,033 |
| | E (7) | $21.4173 | $856.69 | $1,713.38 | $44,548 | | E (7) | $27.0291 | $1,081.17 | $2,162.33 | $56,221 |
| | F (8) | $22.2432 | $889.73 | $1,779.46 | $46,266 | | F (8) | $28.1372 | $1,125.49 | $2,250.97 | $58,525 |
| 6 | P1 (1) | $18.9914 | $759.66 | $1,519.31 | $39,502 | 12 | P1 (1) | $23.8298 | $953.19 | $1,906.38 | $49,566 |
| | P2 (2) | $19.4323 | $777.29 | $1,554.59 | $40,419 | | P2 (2) | $24.3948 | $975.79 | $1,951.58 | $50,741 |
| | A (3) | $19.8846 | $795.38 | $1,590.77 | $41,360 | | A (3) | $24.9742 | $998.97 | $1,997.94 | $51,946 |
| | B (4) | $20.2569 | $810.28 | $1,620.55 | $42,134 | | B (4) | $25.4729 | $1,018.92 | $2,037.83 | $52,984 |
| | C (5) | $20.6329 | $825.32 | $1,650.63 | $42,916 | | C (5) | $25.9776 | $1,039.10 | $2,078.21 | $54,033 |
| | D (6) | $21.4173 | $856.69 | $1,713.38 | $44,548 | | D (6) | $27.0291 | $1,081.17 | $2,162.33 | $56,221 |
| | E (7) | $22.2432 | $889.73 | $1,779.46 | $46,266 | | E (7) | $28.1372 | $1,125.49 | $2,250.97 | $58,525 |
| | F (8) | $23.1083 | $924.33 | $1,848.66 | $48,065 | | F (8) | $29.3000 | $1,172.00 | $2,344.00 | $60,944 |

Field Code Changed

**EXHIBIT D (continued)**

**General Services Pay Plan as of January 1, 2026**

**4.0% increase**

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY | GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 13 | P1 (1) | $24.7836 | $991.34 | $1,982.69 | $51,550 | 19 | P1 (1) | $31.5874 | $1,263.50 | $2,526.99 | $65,702 |
| | P2 (2) | $25.3731 | $1,014.92 | $2,029.85 | $52,776 | | P2 (2) | $32.3513 | $1,294.05 | $2,588.11 | $67,291 |
| | A (3) | $25.9776 | $1,039.10 | $2,078.21 | $54,033 | | A (3) | $33.1348 | $1,325.39 | $2,650.78 | $68,920 |
| | B (4) | $26.4992 | $1,059.97 | $2,119.93 | $55,118 | | B (4) | $33.8458 | $1,353.83 | $2,707.67 | $70,399 |
| | C (5) | $27.0291 | $1,081.17 | $2,162.33 | $56,221 | | C (5) | $34.5496 | $1,381.99 | $2,763.97 | $71,863 |
| | D (6) | $28.1372 | $1,125.49 | $2,250.97 | $58,525 | | D (6) | $36.0312 | $1,441.25 | $2,882.50 | $74,945 |
| | E (7) | $29.3000 | $1,172.00 | $2,344.00 | $60,944 | | E (7) | $37.5826 | $1,503.31 | $3,006.61 | $78,172 |
| | F (8) | $30.5145 | $1,220.58 | $2,441.16 | $63,470 | | F (8) | $39.2218 | $1,568.87 | $3,137.75 | $81,581 |
| 14 | P1 (1) | $25.7832 | $1,031.33 | $2,062.66 | $53,629 | 20 | P1 (1) | $32.9324 | $1,317.30 | $2,634.59 | $68,499 |
| | P2 (2) | $26.3983 | $1,055.93 | $2,111.86 | $54,908 | | P2 (2) | $33.7308 | $1,349.23 | $2,698.46 | $70,160 |
| | A (3) | $27.0291 | $1,081.17 | $2,162.33 | $56,221 | | A (3) | $34.5496 | $1,381.99 | $2,763.97 | $71,863 |
| | B (4) | $27.5831 | $1,103.33 | $2,206.65 | $57,373 | | B (4) | $35.2919 | $1,411.68 | $2,823.36 | $73,407 |
| | C (5) | $28.1372 | $1,125.49 | $2,250.97 | $58,525 | | C (5) | $36.0312 | $1,441.25 | $2,882.50 | $74,945 |
| | D (6) | $29.3000 | $1,172.00 | $2,344.00 | $60,944 | | D (6) | $37.5826 | $1,503.31 | $3,006.61 | $78,172 |
| | E (7) | $30.5145 | $1,220.58 | $2,441.16 | $63,470 | | E (7) | $39.2218 | $1,568.87 | $3,137.75 | $81,581 |
| | F (8) | $31.7940 | $1,271.76 | $2,543.52 | $66,131 | | F (8) | $40.9326 | $1,637.31 | $3,274.61 | $85,140 |
| 15 | P1 (1) | $26.8365 | $1,073.46 | $2,146.92 | $55,820 | 21 | P1 (1) | $34.3409 | $1,373.63 | $2,747.27 | $71,429 |
| | P2 (2) | $27.4786 | $1,099.14 | $2,198.29 | $57,156 | | P2 (2) | $35.1753 | $1,407.01 | $2,814.03 | $73,165 |
| | A (3) | $28.1372 | $1,125.49 | $2,250.97 | $58,525 | | A (3) | $36.0312 | $1,441.25 | $2,882.50 | $74,945 |
| | B (4) | $28.7146 | $1,148.59 | $2,297.17 | $59,726 | | B (4) | $36.8084 | $1,472.34 | $2,944.67 | $76,562 |
| | C (5) | $29.3000 | $1,172.00 | $2,344.00 | $60,944 | | C (5) | $37.5826 | $1,503.31 | $3,006.61 | $78,172 |
| | D (6) | $30.5145 | $1,220.58 | $2,441.16 | $63,470 | | D (6) | $39.2218 | $1,568.87 | $3,137.75 | $81,581 |
| | E (7) | $31.7940 | $1,271.76 | $2,543.52 | $66,131 | | E (7) | $40.9326 | $1,637.31 | $3,274.61 | $85,140 |
| | F (8) | $33.1348 | $1,325.39 | $2,650.78 | $68,920 | | F (8) | $42.7324 | $1,709.30 | $3,418.60 | $88,883 |
| 16 | P1 (1) | $27.9419 | $1,117.68 | $2,235.35 | $58,119 | 22 | P1 (1) | $35.8156 | $1,432.63 | $2,865.25 | $74,497 |
| | P2 (2) | $28.6123 | $1,144.49 | $2,288.99 | $59,514 | | P2 (2) | $36.6879 | $1,467.52 | $2,935.04 | $76,311 |
| | A (3) | $29.3000 | $1,172.00 | $2,344.00 | $60,944 | | A (3) | $37.5826 | $1,503.31 | $3,006.61 | $78,172 |
| | B (4) | $29.9015 | $1,196.06 | $2,392.12 | $62,195 | | B (4) | $38.4001 | $1,536.01 | $3,072.01 | $79,872 |
| | C (5) | $30.5145 | $1,220.58 | $2,441.16 | $63,470 | | C (5) | $39.2218 | $1,568.87 | $3,137.75 | $81,581 |
| | D (6) | $31.7940 | $1,271.76 | $2,543.52 | $66,131 | | D (6) | $40.9326 | $1,637.31 | $3,274.61 | $85,140 |
| | E (7) | $33.1348 | $1,325.39 | $2,650.78 | $68,920 | | E (7) | $42.7324 | $1,709.30 | $3,418.60 | $88,883 |
| | F (8) | $34.5496 | $1,381.99 | $2,763.97 | $71,863 | | F (8) | $44.6273 | $1,785.09 | $3,570.19 | $92,825 |
| 17 | P1 (1) | $29.0965 | $1,163.86 | $2,327.72 | $60,521 | 23 | P1 (1) | $37.3739 | $1,494.96 | $2,989.91 | $77,738 |
| | P2 (2) | $29.7965 | $1,191.86 | $2,383.72 | $61,977 | | P2 (2) | $38.2862 | $1,531.45 | $3,062.89 | $79,635 |
| | A (3) | $30.5145 | $1,220.58 | $2,441.16 | $63,470 | | A (3) | $39.2218 | $1,568.87 | $3,137.75 | $81,581 |
| | B (4) | $31.1515 | $1,246.06 | $2,492.12 | $64,795 | | B (4) | $40.0803 | $1,603.21 | $3,206.42 | $83,367 |
| | C (5) | $31.7940 | $1,271.76 | $2,543.52 | $66,131 | | C (5) | $40.9326 | $1,637.31 | $3,274.61 | $85,140 |
| | D (6) | $33.1348 | $1,325.39 | $2,650.78 | $68,920 | | D (6) | $42.7324 | $1,709.30 | $3,418.60 | $88,883 |
| | E (7) | $34.5496 | $1,381.99 | $2,763.97 | $71,863 | | E (7) | $44.6273 | $1,785.09 | $3,570.19 | $92,825 |
| | F (8) | $36.0312 | $1,441.25 | $2,882.50 | $74,945 | | F (8) | $46.6112 | $1,864.45 | $3,728.90 | $96,951 |
| 18 | P1 (1) | $30.3128 | $1,212.51 | $2,425.02 | $63,051 | 24 | P1 (1) | $39.0002 | $1,560.01 | $3,120.02 | $81,120 |
| | P2 (2) | $31.0440 | $1,241.76 | $2,483.52 | $64,571 | | P2 (2) | $39.9542 | $1,598.17 | $3,196.34 | $83,105 |
| | A (3) | $31.7940 | $1,271.76 | $2,543.52 | $66,131 | | A (3) | $40.9326 | $1,637.31 | $3,274.61 | $85,140 |
| | B (4) | $32.4683 | $1,298.73 | $2,597.46 | $67,534 | | B (4) | $41.8325 | $1,673.30 | $3,346.60 | $87,012 |
| | C (5) | $33.1348 | $1,325.39 | $2,650.78 | $68,920 | | C (5) | $42.7324 | $1,709.30 | $3,418.60 | $88,883 |
| | D (6) | $34.5496 | $1,381.99 | $2,763.97 | $71,863 | | D (6) | $44.6273 | $1,785.09 | $3,570.19 | $92,825 |
| | E (7) | $36.0312 | $1,441.25 | $2,882.50 | $74,945 | | E (7) | $46.6112 | $1,864.45 | $3,728.90 | $96,951 |
| | F (8) | $37.5826 | $1,503.31 | $3,006.61 | $78,172 | | F (8) | $48.6962 | $1,947.85 | $3,895.69 | $101,288 |

Field Code Changed

**EXHIBIT E**

**General Services Pay Plan as of January 1, 2027**

**4.0% increase**

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY | GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | P1 (1) | $16.5426 | $661.70 | $1,323.41 | $34,409 | 7 | P1 (1) | $20.4909 | $819.64 | $1,639.27 | $42,621 |
| | P2 (2) | $16.9189 | $676.75 | $1,353.51 | $35,191 | | P2 (2) | $20.9684 | $838.74 | $1,677.48 | $43,614 |
| | A (3) | $17.3048 | $692.19 | $1,384.38 | $35,994 | | A (3) | $21.4582 | $858.33 | $1,716.66 | $44,633 |
| | B (4) | $17.6170 | $704.68 | $1,409.36 | $36,643 | | B (4) | $21.8636 | $874.54 | $1,749.09 | $45,476 |
| | C (5) | $17.9210 | $716.84 | $1,433.68 | $37,276 | | C (5) | $22.2740 | $890.96 | $1,781.92 | $46,330 |
| | D (6) | $18.5610 | $742.44 | $1,484.88 | $38,607 | | D (6) | $23.1329 | $925.32 | $1,850.64 | $48,117 |
| | E (7) | $19.2298 | $769.19 | $1,538.38 | $39,998 | | E (7) | $24.0326 | $961.30 | $1,922.61 | $49,988 |
| | F (8) | $19.9386 | $797.54 | $1,595.09 | $41,472 | | F (8) | $24.9798 | $999.19 | $1,998.38 | $51,958 |
| 2 | P1 (1) | $17.1284 | $685.13 | $1,370.27 | $35,627 | 8 | P1 (1) | $21.2664 | $850.66 | $1,701.31 | $44,234 |
| | P2 (2) | $17.5197 | $700.79 | $1,401.57 | $36,441 | | P2 (2) | $21.7638 | $870.55 | $1,741.11 | $45,269 |
| | A (3) | $17.9210 | $716.84 | $1,433.68 | $37,276 | | A (3) | $22.2740 | $890.96 | $1,781.92 | $46,330 |
| | B (4) | $18.2376 | $729.50 | $1,459.01 | $37,934 | | B (4) | $22.6988 | $907.95 | $1,815.90 | $47,213 |
| | C (5) | $18.5610 | $742.44 | $1,484.88 | $38,607 | | C (5) | $23.1329 | $925.32 | $1,850.64 | $48,117 |
| | D (6) | $19.2298 | $769.19 | $1,538.38 | $39,998 | | D (6) | $24.0326 | $961.30 | $1,922.61 | $49,988 |
| | E (7) | $19.9386 | $797.54 | $1,595.09 | $41,472 | | E (7) | $24.9798 | $999.19 | $1,998.38 | $51,958 |
| | F (8) | $20.6800 | $827.20 | $1,654.40 | $43,014 | | F (8) | $25.9732 | $1,038.93 | $2,077.86 | $54,024 |
| 3 | P1 (1) | $17.7368 | $709.47 | $1,418.94 | $36,892 | 9 | P1 (1) | $22.0830 | $883.32 | $1,766.64 | $45,933 |
| | P2 (2) | $18.1437 | $725.75 | $1,451.49 | $37,739 | | P2 (2) | $22.6013 | $904.05 | $1,808.11 | $47,011 |
| | A (3) | $18.5610 | $742.44 | $1,484.88 | $38,607 | | A (3) | $23.1329 | $925.32 | $1,850.64 | $48,117 |
| | B (4) | $18.9001 | $756.00 | $1,512.01 | $39,312 | | B (4) | $23.5803 | $943.21 | $1,886.42 | $49,047 |
| | C (5) | $19.2298 | $769.19 | $1,538.38 | $39,998 | | C (5) | $24.0326 | $961.30 | $1,922.61 | $49,988 |
| | D (6) | $19.9386 | $797.54 | $1,595.09 | $41,472 | | D (6) | $24.9798 | $999.19 | $1,998.38 | $51,958 |
| | E (7) | $20.6800 | $827.20 | $1,654.40 | $43,014 | | E (7) | $25.9732 | $1,038.93 | $2,077.86 | $54,024 |
| | F (8) | $21.4582 | $858.33 | $1,716.66 | $44,633 | | F (8) | $27.0167 | $1,080.67 | $2,161.34 | $56,195 |
| 4 | P1 (1) | $18.3725 | $734.90 | $1,469.80 | $38,215 | 10 | P1 (1) | $22.9382 | $917.53 | $1,835.05 | $47,711 |
| | P2 (2) | $18.7957 | $751.83 | $1,503.66 | $39,095 | | P2 (2) | $23.4785 | $939.14 | $1,878.28 | $48,835 |
| | A (3) | $19.2298 | $769.19 | $1,538.38 | $39,998 | | A (3) | $24.0326 | $961.30 | $1,922.61 | $49,988 |
| | B (4) | $19.5814 | $783.26 | $1,566.51 | $40,729 | | B (4) | $24.5043 | $980.17 | $1,960.34 | $50,969 |
| | C (5) | $19.9386 | $797.54 | $1,595.09 | $41,472 | | C (5) | $24.9798 | $999.19 | $1,998.38 | $51,958 |
| | D (6) | $20.6800 | $827.20 | $1,654.40 | $43,014 | | D (6) | $25.9732 | $1,038.93 | $2,077.86 | $54,024 |
| | E (7) | $21.4582 | $858.33 | $1,716.66 | $44,633 | | E (7) | $27.0167 | $1,080.67 | $2,161.34 | $56,195 |
| | F (8) | $22.2740 | $890.96 | $1,781.92 | $46,330 | | F (8) | $28.1103 | $1,124.41 | $2,248.82 | $58,469 |
| 5 | P1 (1) | $19.0463 | $761.85 | $1,523.71 | $39,616 | 11 | P1 (1) | $23.8386 | $953.54 | $1,907.09 | $49,584 |
| | P2 (2) | $19.4868 | $779.47 | $1,558.95 | $40,533 | | P2 (2) | $24.4019 | $976.08 | $1,952.15 | $50,756 |
| | A (3) | $19.9386 | $797.54 | $1,595.09 | $41,472 | | A (3) | $24.9798 | $999.19 | $1,998.38 | $51,958 |
| | B (4) | $20.3046 | $812.18 | $1,624.37 | $42,234 | | B (4) | $25.4752 | $1,019.01 | $2,038.02 | $52,988 |
| | C (5) | $20.6800 | $827.20 | $1,654.40 | $43,014 | | C (5) | $25.9732 | $1,038.93 | $2,077.86 | $54,024 |
| | D (6) | $21.4582 | $858.33 | $1,716.66 | $44,633 | | D (6) | $27.0167 | $1,080.67 | $2,161.34 | $56,195 |
| | E (7) | $22.2740 | $890.96 | $1,781.92 | $46,330 | | E (7) | $28.1103 | $1,124.41 | $2,248.82 | $58,469 |
| | F (8) | $23.1329 | $925.32 | $1,850.64 | $48,117 | | F (8) | $29.2626 | $1,170.51 | $2,341.01 | $60,866 |
| 6 | P1 (1) | $19.7511 | $790.04 | $1,580.09 | $41,082 | 12 | P1 (1) | $24.7830 | $991.32 | $1,982.64 | $51,549 |
| | P2 (2) | $20.2096 | $808.39 | $1,616.77 | $42,036 | | P2 (2) | $25.3706 | $1,014.82 | $2,029.64 | $52,771 |
| | A (3) | $20.6800 | $827.20 | $1,654.40 | $43,014 | | A (3) | $25.9732 | $1,038.93 | $2,077.86 | $54,024 |
| | B (4) | $21.0672 | $842.69 | $1,685.38 | $43,820 | | B (4) | $26.4918 | $1,059.67 | $2,119.35 | $55,103 |
| | C (5) | $21.4582 | $858.33 | $1,716.66 | $44,633 | | C (5) | $27.0167 | $1,080.67 | $2,161.34 | $56,195 |
| | D (6) | $22.2740 | $890.96 | $1,781.92 | $46,330 | | D (6) | $28.1103 | $1,124.41 | $2,248.82 | $58,469 |
| | E (7) | $23.1329 | $925.32 | $1,850.64 | $48,117 | | E (7) | $29.2626 | $1,170.51 | $2,341.01 | $60,866 |
| | F (8) | $24.0326 | $961.30 | $1,922.61 | $49,988 | | F (8) | $30.4719 | $1,218.88 | $2,437.76 | $63,382 |

Field Code Changed

## EXHIBIT E (continued)

### General Services Pay Plan as of January 1, 2027

### 4.0% increase

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY | GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 13 | P1 (1) | $25.7750 | $1,031.00 | $2,062.00 | $53,612 | 19 | P1 (1) | $32.8509 | $1,314.04 | $2,628.07 | $68,330 |
| | P2 (2) | $26.3880 | $1,055.52 | $2,111.04 | $54,887 | | P2 (2) | $33.6454 | $1,345.82 | $2,691.63 | $69,982 |
| | A (3) | $27.0167 | $1,080.67 | $2,161.34 | $56,195 | | A (3) | $34.4602 | $1,378.41 | $2,756.82 | $71,677 |
| | B (4) | $27.5591 | $1,102.36 | $2,204.73 | $57,323 | | B (4) | $35.1997 | $1,407.99 | $2,815.97 | $73,215 |
| | C (5) | $28.1103 | $1,124.41 | $2,248.82 | $58,469 | | C (5) | $35.9316 | $1,437.26 | $2,874.53 | $74,738 |
| | D (6) | $29.2626 | $1,170.51 | $2,341.01 | $60,866 | | D (6) | $37.4725 | $1,498.90 | $2,997.80 | $77,943 |
| | E (7) | $30.4719 | $1,218.88 | $2,437.76 | $63,382 | | E (7) | $39.0859 | $1,563.44 | $3,126.87 | $81,299 |
| | F (8) | $31.7351 | $1,269.40 | $2,538.80 | $66,009 | | F (8) | $40.7907 | $1,631.63 | $3,263.26 | $84,845 |
| 14 | P1 (1) | $26.8145 | $1,072.58 | $2,145.16 | $55,774 | 20 | P1 (1) | $34.2497 | $1,369.99 | $2,739.98 | $71,239 |
| | P2 (2) | $27.4542 | $1,098.17 | $2,196.34 | $57,105 | | P2 (2) | $35.0800 | $1,403.20 | $2,806.40 | $72,966 |
| | A (3) | $28.1103 | $1,124.41 | $2,248.82 | $58,469 | | A (3) | $35.9316 | $1,437.26 | $2,874.53 | $74,738 |
| | B (4) | $28.6865 | $1,147.46 | $2,294.92 | $59,668 | | B (4) | $36.7036 | $1,468.14 | $2,936.29 | $76,344 |
| | C (5) | $29.2626 | $1,170.51 | $2,341.01 | $60,866 | | C (5) | $37.4725 | $1,498.90 | $2,997.80 | $77,943 |
| | D (6) | $30.4719 | $1,218.88 | $2,437.76 | $63,382 | | D (6) | $39.0859 | $1,563.44 | $3,126.87 | $81,299 |
| | E (7) | $31.7351 | $1,269.40 | $2,538.80 | $66,009 | | E (7) | $40.7907 | $1,631.63 | $3,263.26 | $84,845 |
| | F (8) | $33.0657 | $1,322.63 | $2,645.26 | $68,777 | | F (8) | $42.5699 | $1,702.80 | $3,405.60 | $88,545 |
| 15 | P1 (1) | $27.9100 | $1,116.40 | $2,232.80 | $58,053 | 21 | P1 (1) | $35.7145 | $1,428.58 | $2,857.16 | $74,286 |
| | P2 (2) | $28.5778 | $1,143.11 | $2,286.22 | $59,442 | | P2 (2) | $36.5824 | $1,463.29 | $2,926.59 | $76,091 |
| | A (3) | $29.2626 | $1,170.51 | $2,341.01 | $60,866 | | A (3) | $37.4725 | $1,498.90 | $2,997.80 | $77,943 |
| | B (4) | $29.8632 | $1,194.53 | $2,389.06 | $62,116 | | B (4) | $38.2808 | $1,531.23 | $3,062.46 | $79,624 |
| | C (5) | $30.4719 | $1,218.88 | $2,437.76 | $63,382 | | C (5) | $39.0859 | $1,563.44 | $3,126.87 | $81,299 |
| | D (6) | $31.7351 | $1,269.40 | $2,538.80 | $66,009 | | D (6) | $40.7907 | $1,631.63 | $3,263.26 | $84,845 |
| | E (7) | $33.0657 | $1,322.63 | $2,645.26 | $68,777 | | E (7) | $42.5699 | $1,702.80 | $3,405.60 | $88,545 |
| | F (8) | $34.4602 | $1,378.41 | $2,756.82 | $71,677 | | F (8) | $44.4417 | $1,777.67 | $3,555.34 | $92,439 |
| 16 | P1 (1) | $29.0596 | $1,162.38 | $2,324.77 | $60,444 | 22 | P1 (1) | $37.2483 | $1,489.93 | $2,979.86 | $77,476 |
| | P2 (2) | $29.7568 | $1,190.27 | $2,380.55 | $61,894 | | P2 (2) | $38.1555 | $1,526.22 | $3,052.44 | $79,363 |
| | A (3) | $30.4719 | $1,218.88 | $2,437.76 | $63,382 | | A (3) | $39.0859 | $1,563.44 | $3,126.87 | $81,299 |
| | B (4) | $31.0976 | $1,243.90 | $2,487.80 | $64,683 | | B (4) | $39.9361 | $1,597.45 | $3,194.89 | $83,067 |
| | C (5) | $31.7351 | $1,269.40 | $2,538.80 | $66,009 | | C (5) | $40.7907 | $1,631.63 | $3,263.26 | $84,845 |
| | D (6) | $33.0657 | $1,322.63 | $2,645.26 | $68,777 | | D (6) | $42.5699 | $1,702.80 | $3,405.60 | $88,545 |
| | E (7) | $34.4602 | $1,378.41 | $2,756.82 | $71,677 | | E (7) | $44.4417 | $1,777.67 | $3,555.34 | $92,439 |
| | F (8) | $35.9316 | $1,437.26 | $2,874.53 | $74,738 | | F (8) | $46.4124 | $1,856.50 | $3,712.99 | $96,538 |
| 17 | P1 (1) | $30.2603 | $1,210.41 | $2,420.83 | $62,942 | 23 | P1 (1) | $38.8689 | $1,554.75 | $3,109.51 | $80,847 |
| | P2 (2) | $30.9884 | $1,239.53 | $2,479.07 | $64,456 | | P2 (2) | $39.8176 | $1,592.71 | $3,185.41 | $82,821 |
| | A (3) | $31.7351 | $1,269.40 | $2,538.80 | $66,009 | | A (3) | $40.7907 | $1,631.63 | $3,263.26 | $84,845 |
| | B (4) | $32.3976 | $1,295.90 | $2,591.81 | $67,387 | | B (4) | $41.6835 | $1,667.34 | $3,334.68 | $86,702 |
| | C (5) | $33.0657 | $1,322.63 | $2,645.26 | $68,777 | | C (5) | $42.5699 | $1,702.80 | $3,405.60 | $88,545 |
| | D (6) | $34.4602 | $1,378.41 | $2,756.82 | $71,677 | | D (6) | $44.4417 | $1,777.67 | $3,555.34 | $92,439 |
| | E (7) | $35.9316 | $1,437.26 | $2,874.53 | $74,738 | | E (7) | $46.4124 | $1,856.50 | $3,712.99 | $96,538 |
| | F (8) | $37.4725 | $1,498.90 | $2,997.80 | $77,943 | | F (8) | $48.4757 | $1,939.03 | $3,878.05 | $100,829 |
| 18 | P1 (1) | $31.5253 | $1,261.01 | $2,522.02 | $65,573 | 24 | P1 (1) | $40.5602 | $1,622.41 | $3,244.82 | $84,365 |
| | P2 (2) | $32.2857 | $1,291.43 | $2,582.86 | $67,154 | | P2 (2) | $41.5524 | $1,662.09 | $3,324.19 | $86,429 |
| | A (3) | $33.0657 | $1,322.63 | $2,645.26 | $68,777 | | A (3) | $42.5699 | $1,702.80 | $3,405.60 | $88,545 |
| | B (4) | $33.7670 | $1,350.68 | $2,701.36 | $70,235 | | B (4) | $43.5058 | $1,740.23 | $3,480.47 | $90,492 |
| | C (5) | $34.4602 | $1,378.41 | $2,756.82 | $71,677 | | C (5) | $44.4417 | $1,777.67 | $3,555.34 | $92,439 |
| | D (6) | $35.9316 | $1,437.26 | $2,874.53 | $74,738 | | D (6) | $46.4124 | $1,856.50 | $3,712.99 | $96,538 |
| | E (7) | $37.4725 | $1,498.90 | $2,997.80 | $77,943 | | E (7) | $48.4757 | $1,939.03 | $3,878.05 | $100,829 |
| | F (8) | $39.0859 | $1,563.44 | $3,126.87 | $81,299 | | F (8) | $50.6440 | $2,025.76 | $4,051.52 | $105,340 |

**EXHIBIT F**

**General Services Pay Plan as of January 1, 2028**

**4.0% increase**

Field Code Changed

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY | GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | P1 (1) | $17.2043 | $688.17 | $1,376.34 | $35,785 | 7 | P1 (1) | $21.3105 | $852.42 | $1,704.84 | $44,326 |
| | P2 (2) | $17.5956 | $703.82 | $1,407.65 | $36,599 | | P2 (2) | $21.8072 | $872.29 | $1,744.57 | $45,359 |
| | A (3) | $17.9970 | $719.88 | $1,439.76 | $37,434 | | A (3) | $22.3165 | $892.66 | $1,785.32 | $46,418 |
| | B (4) | $18.3217 | $732.87 | $1,465.73 | $38,109 | | B (4) | $22.7381 | $909.53 | $1,819.05 | $47,295 |
| | C (5) | $18.6379 | $745.51 | $1,491.03 | $38,767 | | C (5) | $23.1649 | $926.60 | $1,853.20 | $48,183 |
| | D (6) | $19.3034 | $772.14 | $1,544.28 | $40,151 | | D (6) | $24.0583 | $962.33 | $1,924.66 | $50,041 |
| | E (7) | $19.9990 | $799.96 | $1,599.92 | $41,598 | | E (7) | $24.9939 | $999.76 | $1,999.51 | $51,987 |
| | F (8) | $20.7361 | $829.45 | $1,658.89 | $43,131 | | F (8) | $25.9789 | $1,039.16 | $2,078.32 | $54,036 |
| 2 | P1 (1) | $17.8135 | $712.54 | $1,425.08 | $37,052 | 8 | P1 (1) | $22.1171 | $884.68 | $1,769.37 | $46,004 |
| | P2 (2) | $18.2205 | $728.82 | $1,457.64 | $37,899 | | P2 (2) | $22.6344 | $905.38 | $1,810.75 | $47,080 |
| | A (3) | $18.6379 | $745.51 | $1,491.03 | $38,767 | | A (3) | $23.1649 | $926.60 | $1,853.20 | $48,183 |
| | B (4) | $18.9671 | $758.68 | $1,517.37 | $39,452 | | B (4) | $23.6067 | $944.27 | $1,888.54 | $49,102 |
| | C (5) | $19.3034 | $772.14 | $1,544.28 | $40,151 | | C (5) | $24.0583 | $962.33 | $1,924.66 | $50,041 |
| | D (6) | $19.9990 | $799.96 | $1,599.92 | $41,598 | | D (6) | $24.9939 | $999.76 | $1,999.51 | $51,987 |
| | E (7) | $20.7361 | $829.45 | $1,658.89 | $43,131 | | E (7) | $25.9789 | $1,039.16 | $2,078.32 | $54,036 |
| | F (8) | $21.5071 | $860.29 | $1,720.57 | $44,735 | | F (8) | $27.0121 | $1,080.49 | $2,160.97 | $56,185 |
| 3 | P1 (1) | $18.4462 | $737.85 | $1,475.70 | $38,368 | 9 | P1 (1) | $22.9663 | $918.65 | $1,837.30 | $47,770 |
| | P2 (2) | $18.8694 | $754.78 | $1,509.55 | $39,248 | | P2 (2) | $23.5054 | $940.21 | $1,880.43 | $48,891 |
| | A (3) | $19.3034 | $772.14 | $1,544.28 | $40,151 | | A (3) | $24.0583 | $962.33 | $1,924.66 | $50,041 |
| | B (4) | $19.6561 | $786.24 | $1,572.49 | $40,885 | | B (4) | $24.5235 | $980.94 | $1,961.88 | $51,009 |
| | C (5) | $19.9990 | $799.96 | $1,599.92 | $41,598 | | C (5) | $24.9939 | $999.76 | $1,999.51 | $51,987 |
| | D (6) | $20.7361 | $829.45 | $1,658.89 | $43,131 | | D (6) | $25.9789 | $1,039.16 | $2,078.32 | $54,036 |
| | E (7) | $21.5071 | $860.29 | $1,720.57 | $44,735 | | E (7) | $27.0121 | $1,080.49 | $2,160.97 | $56,185 |
| | F (8) | $22.3165 | $892.66 | $1,785.32 | $46,418 | | F (8) | $28.0974 | $1,123.89 | $2,247.79 | $58,443 |
| 4 | P1 (1) | $19.1074 | $764.30 | $1,528.59 | $39,743 | 10 | P1 (1) | $23.8557 | $954.23 | $1,908.46 | $49,620 |
| | P2 (2) | $19.5475 | $781.90 | $1,563.80 | $40,659 | | P2 (2) | $24.4176 | $976.70 | $1,953.41 | $50,789 |
| | A (3) | $19.9990 | $799.96 | $1,599.92 | $41,598 | | A (3) | $24.9939 | $999.76 | $1,999.51 | $51,987 |
| | B (4) | $20.3646 | $814.59 | $1,629.17 | $42,358 | | B (4) | $25.4844 | $1,019.38 | $2,038.76 | $53,008 |
| | C (5) | $20.7361 | $829.45 | $1,658.89 | $43,131 | | C (5) | $25.9789 | $1,039.16 | $2,078.32 | $54,036 |
| | D (6) | $21.5071 | $860.29 | $1,720.57 | $44,735 | | D (6) | $27.0121 | $1,080.49 | $2,160.97 | $56,185 |
| | E (7) | $22.3165 | $892.66 | $1,785.32 | $46,418 | | E (7) | $28.0974 | $1,123.89 | $2,247.79 | $58,443 |
| | F (8) | $23.1649 | $926.60 | $1,853.20 | $48,183 | | F (8) | $29.2347 | $1,169.39 | $2,338.78 | $60,808 |
| 5 | P1 (1) | $19.8082 | $792.33 | $1,584.65 | $41,201 | 11 | P1 (1) | $24.7921 | $991.68 | $1,983.37 | $51,568 |
| | P2 (2) | $20.2663 | $810.65 | $1,621.30 | $42,154 | | P2 (2) | $25.3780 | $1,015.12 | $2,030.24 | $52,786 |
| | A (3) | $20.7361 | $829.45 | $1,658.89 | $43,131 | | A (3) | $25.9789 | $1,039.16 | $2,078.32 | $54,036 |
| | B (4) | $21.1168 | $844.67 | $1,689.34 | $43,923 | | B (4) | $26.4942 | $1,059.77 | $2,119.54 | $55,108 |
| | C (5) | $21.5071 | $860.29 | $1,720.57 | $44,735 | | C (5) | $27.0121 | $1,080.49 | $2,160.97 | $56,185 |
| | D (6) | $22.3165 | $892.66 | $1,785.32 | $46,418 | | D (6) | $28.0974 | $1,123.89 | $2,247.79 | $58,443 |
| | E (7) | $23.1649 | $926.60 | $1,853.20 | $48,183 | | E (7) | $29.2347 | $1,169.39 | $2,338.78 | $60,808 |
| | F (8) | $24.0583 | $962.33 | $1,924.66 | $50,041 | | F (8) | $30.4332 | $1,217.33 | $2,434.65 | $63,301 |
| 6 | P1 (1) | $20.5411 | $821.65 | $1,643.29 | $42,726 | 12 | P1 (1) | $25.7743 | $1,030.97 | $2,061.94 | $53,611 |
| | P2 (2) | $21.0180 | $840.72 | $1,681.44 | $43,718 | | P2 (2) | $26.3854 | $1,055.41 | $2,110.83 | $54,882 |
| | A (3) | $21.5071 | $860.29 | $1,720.57 | $44,735 | | A (3) | $27.0121 | $1,080.49 | $2,160.97 | $56,185 |
| | B (4) | $21.9099 | $876.40 | $1,752.79 | $45,573 | | B (4) | $27.5515 | $1,102.06 | $2,204.12 | $57,307 |
| | C (5) | $22.3165 | $892.66 | $1,785.32 | $46,418 | | C (5) | $28.0974 | $1,123.89 | $2,247.79 | $58,443 |
| | D (6) | $23.1649 | $926.60 | $1,853.20 | $48,183 | | D (6) | $29.2347 | $1,169.39 | $2,338.78 | $60,808 |
| | E (7) | $24.0583 | $962.33 | $1,924.66 | $50,041 | | E (7) | $30.4332 | $1,217.33 | $2,434.65 | $63,301 |
| | F (8) | $24.9939 | $999.76 | $1,999.51 | $51,987 | | F (8) | $31.6908 | $1,267.63 | $2,535.27 | $65,917 |

Field Code Changed

**EXHIBIT F (continued)**

**General Services Pay Plan as of January 1, 2028**

**4.0% increase**

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY | GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 13 | P1 (1) | $26.8060 | $1,072.24 | $2,144.48 | $55,756 | 19 | P1 (1) | $34.1650 | $1,366.60 | $2,733.20 | $71,063 |
| | P2 (2) | $27.4435 | $1,097.74 | $2,195.48 | $57,083 | | P2 (2) | $34.9912 | $1,399.65 | $2,799.30 | $72,782 |
| | A (3) | $28.0974 | $1,123.89 | $2,247.79 | $58,443 | | A (3) | $35.8386 | $1,433.54 | $2,867.09 | $74,544 |
| | B (4) | $28.6615 | $1,146.46 | $2,292.92 | $59,616 | | B (4) | $36.6077 | $1,464.31 | $2,928.61 | $76,144 |
| | C (5) | $29.2347 | $1,169.39 | $2,338.78 | $60,808 | | C (5) | $37.3689 | $1,494.76 | $2,989.51 | $77,727 |
| | D (6) | $30.4332 | $1,217.33 | $2,434.65 | $63,301 | | D (6) | $38.9714 | $1,558.86 | $3,117.71 | $81,060 |
| | E (7) | $31.6908 | $1,267.63 | $2,535.27 | $65,917 | | E (7) | $40.6494 | $1,625.97 | $3,251.95 | $84,551 |
| | F (8) | $33.0045 | $1,320.18 | $2,640.36 | $68,649 | | F (8) | $42.4223 | $1,696.89 | $3,393.79 | $88,238 |
| 14 | P1 (1) | $27.8871 | $1,115.48 | $2,230.97 | $58,005 | 20 | P1 (1) | $35.6197 | $1,424.79 | $2,849.57 | $74,089 |
| | P2 (2) | $28.5524 | $1,142.09 | $2,284.19 | $59,389 | | P2 (2) | $36.4832 | $1,459.33 | $2,918.66 | $75,885 |
| | A (3) | $29.2347 | $1,169.39 | $2,338.78 | $60,808 | | A (3) | $37.3689 | $1,494.76 | $2,989.51 | $77,727 |
| | B (4) | $29.8339 | $1,193.36 | $2,386.71 | $62,055 | | B (4) | $38.1718 | $1,526.87 | $3,053.74 | $79,397 |
| | C (5) | $30.4332 | $1,217.33 | $2,434.65 | $63,301 | | C (5) | $38.9714 | $1,558.86 | $3,117.71 | $81,060 |
| | D (6) | $31.6908 | $1,267.63 | $2,535.27 | $65,917 | | D (6) | $40.6494 | $1,625.97 | $3,251.95 | $84,551 |
| | E (7) | $33.0045 | $1,320.18 | $2,640.36 | $68,649 | | E (7) | $42.4223 | $1,696.89 | $3,393.79 | $88,238 |
| | F (8) | $34.3884 | $1,375.53 | $2,751.07 | $71,528 | | F (8) | $44.2727 | $1,770.91 | $3,541.82 | $92,087 |
| 15 | P1 (1) | $29.0264 | $1,161.06 | $2,322.11 | $60,375 | 21 | P1 (1) | $37.1431 | $1,485.72 | $2,971.45 | $77,258 |
| | P2 (2) | $29.7209 | $1,188.83 | $2,377.67 | $61,819 | | P2 (2) | $38.0457 | $1,521.83 | $3,043.65 | $79,135 |
| | A (3) | $30.4332 | $1,217.33 | $2,434.65 | $63,301 | | A (3) | $38.9714 | $1,558.86 | $3,117.71 | $81,060 |
| | B (4) | $31.0578 | $1,242.31 | $2,484.62 | $64,600 | | B (4) | $39.8120 | $1,592.48 | $3,184.96 | $82,809 |
| | C (5) | $31.6908 | $1,267.63 | $2,535.27 | $65,917 | | C (5) | $40.6494 | $1,625.97 | $3,251.95 | $84,551 |
| | D (6) | $33.0045 | $1,320.18 | $2,640.36 | $68,649 | | D (6) | $42.4223 | $1,696.89 | $3,393.79 | $88,238 |
| | E (7) | $34.3884 | $1,375.53 | $2,751.07 | $71,528 | | E (7) | $44.2727 | $1,770.91 | $3,541.82 | $92,087 |
| | F (8) | $35.8386 | $1,433.54 | $2,867.09 | $74,544 | | F (8) | $46.2194 | $1,848.78 | $3,697.55 | $96,136 |
| 16 | P1 (1) | $30.2220 | $1,208.88 | $2,417.76 | $62,862 | 22 | P1 (1) | $38.7382 | $1,549.53 | $3,099.06 | $80,575 |
| | P2 (2) | $30.9471 | $1,237.88 | $2,475.77 | $64,370 | | P2 (2) | $39.6817 | $1,587.27 | $3,174.53 | $82,538 |
| | A (3) | $31.6908 | $1,267.63 | $2,535.27 | $65,917 | | A (3) | $40.6494 | $1,625.97 | $3,251.95 | $84,551 |
| | B (4) | $32.3415 | $1,293.66 | $2,587.32 | $67,270 | | B (4) | $41.5336 | $1,661.34 | $3,322.69 | $86,390 |
| | C (5) | $33.0045 | $1,320.18 | $2,640.36 | $68,649 | | C (5) | $42.4223 | $1,696.89 | $3,393.79 | $88,238 |
| | D (6) | $34.3884 | $1,375.53 | $2,751.07 | $71,528 | | D (6) | $44.2727 | $1,770.91 | $3,541.82 | $92,087 |
| | E (7) | $35.8386 | $1,433.54 | $2,867.09 | $74,544 | | E (7) | $46.2194 | $1,848.78 | $3,697.55 | $96,136 |
| | F (8) | $37.3689 | $1,494.76 | $2,989.51 | $77,727 | | F (8) | $48.2689 | $1,930.76 | $3,861.51 | $100,399 |
| 17 | P1 (1) | $31.4708 | $1,258.83 | $2,517.66 | $65,459 | 23 | P1 (1) | $40.4236 | $1,616.95 | $3,233.89 | $84,081 |
| | P2 (2) | $32.2279 | $1,289.12 | $2,578.23 | $67,034 | | P2 (2) | $41.4103 | $1,656.41 | $3,312.83 | $86,133 |
| | A (3) | $33.0045 | $1,320.18 | $2,640.36 | $68,649 | | A (3) | $42.4223 | $1,696.89 | $3,393.79 | $88,238 |
| | B (4) | $33.6935 | $1,347.74 | $2,695.48 | $70,082 | | B (4) | $43.3508 | $1,734.03 | $3,468.06 | $90,170 |
| | C (5) | $34.3884 | $1,375.53 | $2,751.07 | $71,528 | | C (5) | $44.2727 | $1,770.91 | $3,541.82 | $92,087 |
| | D (6) | $35.8386 | $1,433.54 | $2,867.09 | $74,544 | | D (6) | $46.2194 | $1,848.78 | $3,697.55 | $96,136 |
| | E (7) | $37.3689 | $1,494.76 | $2,989.51 | $77,727 | | E (7) | $48.2689 | $1,930.76 | $3,861.51 | $100,399 |
| | F (8) | $38.9714 | $1,558.86 | $3,117.71 | $81,060 | | F (8) | $50.4147 | $2,016.59 | $4,033.18 | $104,863 |
| 18 | P1 (1) | $32.7863 | $1,311.45 | $2,622.90 | $68,196 | 24 | P1 (1) | $42.1827 | $1,687.31 | $3,374.61 | $87,740 |
| | P2 (2) | $33.5772 | $1,343.09 | $2,686.17 | $69,841 | | P2 (2) | $43.2145 | $1,728.58 | $3,457.16 | $89,886 |
| | A (3) | $34.3884 | $1,375.53 | $2,751.07 | $71,528 | | A (3) | $44.2727 | $1,770.91 | $3,541.82 | $92,087 |
| | B (4) | $35.1177 | $1,404.71 | $2,809.42 | $73,045 | | B (4) | $45.2461 | $1,809.84 | $3,619.69 | $94,112 |
| | C (5) | $35.8386 | $1,433.54 | $2,867.09 | $74,544 | | C (5) | $46.2194 | $1,848.78 | $3,697.55 | $96,136 |
| | D (6) | $37.3689 | $1,494.76 | $2,989.51 | $77,727 | | D (6) | $48.2689 | $1,930.76 | $3,861.51 | $100,399 |
| | E (7) | $38.9714 | $1,558.86 | $3,117.71 | $81,060 | | E (7) | $50.4147 | $2,016.59 | $4,033.18 | $104,863 |
| | F (8) | $40.6494 | $1,625.97 | $3,251.95 | $84,551 | | F (8) | $52.6698 | $2,106.79 | $4,213.58 | $109,553 |

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**EXHIBIT C**
**General Services Pay Plan as of January 1, 2023**
**3.5% increase**

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY | GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | P1 (1) | $14.1407 | $565.63 | $1,131.25 | $29,413 | 7 | P1 (1) | $17.5157 | $700.63 | $1,401.26 | $36,433 |
| | P2 (2) | $14.4623 | $578.49 | $1,156.99 | $30,082 | | P2 (2) | $17.9239 | $716.96 | $1,433.91 | $37,282 |
| | A (3) | $14.7922 | $591.69 | $1,183.38 | $30,768 | | A (3) | $18.3426 | $733.70 | $1,467.40 | $38,153 |
| | B (4) | $15.0591 | $602.36 | $1,204.73 | $31,323 | | B (4) | $18.6891 | $747.56 | $1,495.13 | $38,873 |
| | C (5) | $15.3190 | $612.76 | $1,225.52 | $31,863 | | C (5) | $19.0399 | $761.60 | $1,523.19 | $39,603 |
| | D (6) | $15.8660 | $634.64 | $1,269.28 | $33,001 | | D (6) | $19.7741 | $790.97 | $1,581.93 | $41,130 |
| | E (7) | $16.4377 | $657.51 | $1,315.02 | $34,190 | | E (7) | $20.5432 | $821.73 | $1,643.45 | $42,730 |
| | F (8) | $17.0436 | $681.74 | $1,363.49 | $35,451 | | F (8) | $21.3528 | $854.11 | $1,708.22 | $44,414 |
| 2 | P1 (1) | $14.6414 | $585.66 | $1,171.31 | $30,454 | 8 | P1 (1) | $18.1786 | $727.14 | $1,454.29 | $37,812 |
| | P2 (2) | $14.9759 | $599.04 | $1,198.07 | $31,150 | | P2 (2) | $18.6038 | $744.15 | $1,488.31 | $38,696 |
| | A (3) | $15.3190 | $612.76 | $1,225.52 | $31,863 | | A (3) | $19.0399 | $761.60 | $1,523.19 | $39,603 |
| | B (4) | $15.5896 | $623.58 | $1,247.16 | $32,426 | | B (4) | $19.4030 | $776.12 | $1,552.24 | $40,358 |
| | C (5) | $15.8660 | $634.64 | $1,269.28 | $33,001 | | C (5) | $19.7741 | $790.97 | $1,581.93 | $41,130 |
| | D (6) | $16.4377 | $657.51 | $1,315.02 | $34,190 | | D (6) | $20.5432 | $821.73 | $1,643.45 | $42,730 |
| | E (7) | $17.0436 | $681.74 | $1,363.49 | $35,451 | | E (7) | $21.3528 | $854.11 | $1,708.22 | $44,414 |
| | F (8) | $17.6773 | $707.09 | $1,414.18 | $36,769 | | F (8) | $22.2020 | $888.08 | $1,776.16 | $46,180 |
| 3 | P1 (1) | $15.1615 | $606.46 | $1,212.92 | $31,536 | 9 | P1 (1) | $18.8766 | $755.06 | $1,510.13 | $39,263 |
| | P2 (2) | $15.5093 | $620.37 | $1,240.74 | $32,259 | | P2 (2) | $19.3197 | $772.79 | $1,545.58 | $40,185 |
| | A (3) | $15.8660 | $634.64 | $1,269.28 | $33,001 | | A (3) | $19.7741 | $790.97 | $1,581.93 | $41,130 |
| | B (4) | $16.1559 | $646.24 | $1,292.47 | $33,604 | | B (4) | $20.1565 | $806.26 | $1,612.52 | $41,926 |
| | C (5) | $16.4377 | $657.51 | $1,315.02 | $34,190 | | C (5) | $20.5432 | $821.73 | $1,643.45 | $42,730 |
| | D (6) | $17.0436 | $681.74 | $1,363.49 | $35,451 | | D (6) | $21.3528 | $854.11 | $1,708.22 | $44,414 |
| | E (7) | $17.6773 | $707.09 | $1,414.18 | $36,769 | | E (7) | $22.2020 | $888.08 | $1,776.16 | $46,180 |
| | F (8) | $18.3426 | $733.70 | $1,467.40 | $38,153 | | F (8) | $23.0940 | $923.76 | $1,847.52 | $48,036 |
| 4 | P1 (1) | $15.7049 | $628.20 | $1,256.39 | $32,666 | 10 | P1 (1) | $19.6076 | $784.31 | $1,568.61 | $40,784 |
| | P2 (2) | $16.0667 | $642.67 | $1,285.33 | $33,419 | | P2 (2) | $20.0695 | $802.78 | $1,605.56 | $41,745 |
| | A (3) | $16.4377 | $657.51 | $1,315.02 | $34,190 | | A (3) | $20.5432 | $821.73 | $1,643.45 | $42,730 |
| | B (4) | $16.7382 | $669.53 | $1,339.06 | $34,816 | | B (4) | $20.9464 | $837.85 | $1,675.71 | $43,568 |
| | C (5) | $17.0436 | $681.74 | $1,363.49 | $35,451 | | C (5) | $21.3528 | $854.11 | $1,708.22 | $44,414 |
| | D (6) | $17.6773 | $707.09 | $1,414.18 | $36,769 | | D (6) | $22.2020 | $888.08 | $1,776.16 | $46,180 |
| | E (7) | $18.3426 | $733.70 | $1,467.40 | $38,153 | | E (7) | $23.0940 | $923.76 | $1,847.52 | $48,036 |
| | F (8) | $19.0399 | $761.60 | $1,523.19 | $39,603 | | F (8) | $24.0288 | $961.15 | $1,922.30 | $49,980 |
| 5 | P1 (1) | $16.2809 | $651.24 | $1,302.47 | $33,864 | 11 | P1 (1) | $20.3773 | $815.09 | $1,630.19 | $42,385 |
| | P2 (2) | $16.6574 | $666.30 | $1,332.59 | $34,647 | | P2 (2) | $20.8589 | $834.36 | $1,668.71 | $43,386 |
| | A (3) | $17.0436 | $681.74 | $1,363.49 | $35,451 | | A (3) | $21.3528 | $854.11 | $1,708.22 | $44,414 |
| | B (4) | $17.3564 | $694.26 | $1,388.52 | $36,101 | | B (4) | $21.7763 | $871.05 | $1,742.11 | $45,295 |
| | C (5) | $17.6773 | $707.09 | $1,414.18 | $36,769 | | C (5) | $22.2020 | $888.08 | $1,776.16 | $46,180 |
| | D (6) | $18.3426 | $733.70 | $1,467.40 | $38,153 | | D (6) | $23.0940 | $923.76 | $1,847.52 | $48,036 |
| | E (7) | $19.0399 | $761.60 | $1,523.19 | $39,603 | | E (7) | $24.0288 | $961.15 | $1,922.30 | $49,980 |
| | F (8) | $19.7741 | $790.97 | $1,581.93 | $41,130 | | F (8) | $25.0138 | $1,000.55 | $2,001.11 | $52,029 |
| 6 | P1 (1) | $16.8833 | $675.33 | $1,350.66 | $35,117 | 12 | P1 (1) | $21.1846 | $847.38 | $1,694.77 | $44,064 |
| | P2 (2) | $17.2753 | $691.01 | $1,382.02 | $35,933 | | P2 (2) | $21.6869 | $867.47 | $1,734.95 | $45,109 |
| | A (3) | $17.6773 | $707.09 | $1,414.18 | $36,769 | | A (3) | $22.2020 | $888.08 | $1,776.16 | $46,180 |
| | B (4) | $18.0083 | $720.33 | $1,440.67 | $37,457 | | B (4) | $22.6453 | $905.81 | $1,811.63 | $47,102 |
| | C (5) | $18.3426 | $733.70 | $1,467.40 | $38,153 | | C (5) | $23.0940 | $923.76 | $1,847.52 | $48,036 |
| | D (6) | $19.0399 | $761.60 | $1,523.19 | $39,603 | | D (6) | $24.0288 | $961.15 | $1,922.30 | $49,980 |
| | E (7) | $19.7741 | $790.97 | $1,581.93 | $41,130 | | E (7) | $25.0138 | $1,000.55 | $2,001.11 | $52,029 |
| | F (8) | $20.5432 | $821.73 | $1,643.45 | $42,730 | | F (8) | $26.0476 | $1,041.90 | $2,083.80 | $54,179 |

**EXHIBIT C (continued)**
**General Services Pay Plan as of January 1, 2023**
**3.5% increase**

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY | GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 13 | P1 (1) | $22.0326 | $881.30 | $1,762.60 | $45,828 | 19 | P1 (1) | $28.0811 | $1,123.24 | $2,246.49 | $58,409 |
| | P2 (2) | $22.5566 | $902.26 | $1,804.53 | $46,918 | | P2 (2) | $28.7602 | $1,150.41 | $2,300.82 | $59,821 |
| | A (3) | $23.0940 | $923.76 | $1,847.52 | $48,036 | | A (3) | $29.4567 | $1,178.27 | $2,356.54 | $61,270 |
| | B (4) | $23.5577 | $942.31 | $1,884.61 | $49,000 | | B (4) | $30.0888 | $1,203.55 | $2,407.11 | $62,585 |
| | C (5) | $24.0288 | $961.15 | $1,922.30 | $49,980 | | C (5) | $30.7145 | $1,228.58 | $2,457.16 | $63,886 |
| | D (6) | $25.0138 | $1,000.55 | $2,001.11 | $52,029 | | D (6) | $32.0316 | $1,281.27 | $2,562.53 | $66,626 |
| | E (7) | $26.0476 | $1,041.90 | $2,083.80 | $54,179 | | E (7) | $33.4108 | $1,336.43 | $2,672.87 | $69,495 |
| | F (8) | $27.1273 | $1,085.09 | $2,170.18 | $56,425 | | F (8) | $34.8681 | $1,394.72 | $2,789.45 | $72,526 |
| 14 | P1 (1) | $22.9212 | $916.85 | $1,833.69 | $47,676 | 20 | P1 (1) | $29.2768 | $1,171.07 | $2,342.14 | $60,896 |
| | P2 (2) | $23.4680 | $938.72 | $1,877.44 | $48,813 | | P2 (2) | $29.9866 | $1,199.46 | $2,398.92 | $62,372 |
| | A (3) | $24.0288 | $961.15 | $1,922.30 | $49,980 | | A (3) | $30.7145 | $1,228.58 | $2,457.16 | $63,886 |
| | B (4) | $24.5213 | $980.85 | $1,961.71 | $51,004 | | B (4) | $31.3744 | $1,254.98 | $2,509.95 | $65,259 |
| | C (5) | $25.0138 | $1,000.55 | $2,001.11 | $52,029 | | C (5) | $32.0316 | $1,281.27 | $2,562.53 | $66,626 |
| | D (6) | $26.0476 | $1,041.90 | $2,083.80 | $54,179 | | D (6) | $33.4108 | $1,336.43 | $2,672.87 | $69,495 |
| | E (7) | $27.1273 | $1,085.09 | $2,170.18 | $56,425 | | E (7) | $34.8681 | $1,394.72 | $2,789.45 | $72,526 |
| | F (8) | $28.2647 | $1,130.59 | $2,261.18 | $58,791 | | F (8) | $36.3890 | $1,455.56 | $2,911.12 | $75,689 |
| 15 | P1 (1) | $23.8576 | $954.30 | $1,908.61 | $49,624 | 21 | P1 (1) | $30.5289 | $1,221.16 | $2,442.31 | $63,500 |
| | P2 (2) | $24.4284 | $977.14 | $1,954.27 | $50,811 | | P2 (2) | $31.2708 | $1,250.83 | $2,501.66 | $65,043 |
| | A (3) | $25.0138 | $1,000.55 | $2,001.11 | $52,029 | | A (3) | $32.0316 | $1,281.27 | $2,562.53 | $66,626 |
| | B (4) | $25.5272 | $1,021.09 | $2,042.18 | $53,097 | | B (4) | $32.7226 | $1,308.90 | $2,617.81 | $68,063 |
| | C (5) | $26.0476 | $1,041.90 | $2,083.80 | $54,179 | | C (5) | $33.4108 | $1,336.43 | $2,672.87 | $69,495 |
| | D (6) | $27.1273 | $1,085.09 | $2,170.18 | $56,425 | | D (6) | $34.8681 | $1,394.72 | $2,789.45 | $72,526 |
| | E (7) | $28.2647 | $1,130.59 | $2,261.18 | $58,791 | | E (7) | $36.3890 | $1,455.56 | $2,911.12 | $75,689 |
| | F (8) | $29.4567 | $1,178.27 | $2,356.54 | $61,270 | | F (8) | $37.9890 | $1,519.56 | $3,039.12 | $79,017 |
| 16 | P1 (1) | $24.8403 | $993.61 | $1,987.22 | $51,668 | 22 | P1 (1) | $31.8400 | $1,273.60 | $2,547.20 | $66,227 |
| | P2 (2) | $25.4363 | $1,017.45 | $2,034.90 | $52,907 | | P2 (2) | $32.6154 | $1,304.62 | $2,609.24 | $67,840 |
| | A (3) | $26.0476 | $1,041.90 | $2,083.80 | $54,179 | | A (3) | $33.4108 | $1,336.43 | $2,672.87 | $69,495 |
| | B (4) | $26.5823 | $1,063.29 | $2,126.59 | $55,291 | | B (4) | $34.1376 | $1,365.50 | $2,731.01 | $71,006 |
| | C (5) | $27.1273 | $1,085.09 | $2,170.18 | $56,425 | | C (5) | $34.8681 | $1,394.72 | $2,789.45 | $72,526 |
| | D (6) | $28.2647 | $1,130.59 | $2,261.18 | $58,791 | | D (6) | $36.3890 | $1,455.56 | $2,911.12 | $75,689 |
| | E (7) | $29.4567 | $1,178.27 | $2,356.54 | $61,270 | | E (7) | $37.9890 | $1,519.56 | $3,039.12 | $79,017 |
| | F (8) | $30.7145 | $1,228.58 | $2,457.16 | $63,886 | | F (8) | $39.6735 | $1,586.94 | $3,173.88 | $82,521 |
| 17 | P1 (1) | $25.8667 | $1,034.67 | $2,069.33 | $53,803 | 23 | P1 (1) | $33.2253 | $1,329.01 | $2,658.02 | $69,109 |
| | P2 (2) | $26.4890 | $1,059.56 | $2,119.12 | $55,097 | | P2 (2) | $34.0363 | $1,361.45 | $2,722.90 | $70,795 |
| | A (3) | $27.1273 | $1,085.09 | $2,170.18 | $56,425 | | A (3) | $34.8681 | $1,394.72 | $2,789.45 | $72,526 |
| | B (4) | $27.6936 | $1,107.74 | $2,215.49 | $57,603 | | B (4) | $35.6312 | $1,425.25 | $2,850.50 | $74,113 |
| | C (5) | $28.2647 | $1,130.59 | $2,261.18 | $58,791 | | C (5) | $36.3890 | $1,455.56 | $2,911.12 | $75,689 |
| | D (6) | $29.4567 | $1,178.27 | $2,356.54 | $61,270 | | D (6) | $37.9890 | $1,519.56 | $3,039.12 | $79,017 |
| | E (7) | $30.7145 | $1,228.58 | $2,457.16 | $63,886 | | E (7) | $39.6735 | $1,586.94 | $3,173.88 | $82,521 |
| | F (8) | $32.0316 | $1,281.27 | $2,562.53 | $66,626 | | F (8) | $41.4372 | $1,657.49 | $3,314.98 | $86,189 |
| 18 | P1 (1) | $26.9480 | $1,077.92 | $2,155.84 | $56,052 | 24 | P1 (1) | $34.6711 | $1,386.84 | $2,773.69 | $72,116 |
| | P2 (2) | $27.5980 | $1,103.92 | $2,207.84 | $57,404 | | P2 (2) | $35.5191 | $1,420.77 | $2,841.53 | $73,880 |
| | A (3) | $28.2647 | $1,130.59 | $2,261.18 | $58,791 | | A (3) | $36.3890 | $1,455.56 | $2,911.12 | $75,689 |
| | B (4) | $28.8642 | $1,154.57 | $2,309.14 | $60,038 | | B (4) | $37.1890 | $1,487.56 | $2,975.12 | $77,353 |
| | C (5) | $29.4567 | $1,178.27 | $2,356.54 | $61,270 | | C (5) | $37.9890 | $1,519.56 | $3,039.12 | $79,017 |
| | D (6) | $30.7145 | $1,228.58 | $2,457.16 | $63,886 | | D (6) | $39.6735 | $1,586.94 | $3,173.88 | $82,521 |
| | E (7) | $32.0316 | $1,281.27 | $2,562.53 | $66,626 | | E (7) | $41.4372 | $1,657.49 | $3,314.98 | $86,189 |
| | F (8) | $33.4108 | $1,336.43 | $2,672.87 | $69,495 | | F (8) | $43.2907 | $1,731.63 | $3,463.26 | $90,045 |

**EXHIBIT D**
**General Services Pay Plan as of January 1, 2024**
**4.0% increase**

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|
| 1 | P1 (1) | $14.7063 | $588.25 | $1,176.50 | $30,589 |
| | P2 (2) | $15.0408 | $601.63 | $1,203.26 | $31,285 |
| | A (3) | $15.3839 | $615.36 | $1,230.71 | $31,999 |
| | B (4) | $15.6614 | $626.46 | $1,252.91 | $32,576 |
| | C (5) | $15.9317 | $637.27 | $1,274.54 | $33,138 |
| | D (6) | $16.5007 | $660.03 | $1,320.05 | $34,321 |
| | E (7) | $17.0952 | $683.81 | $1,367.62 | $35,558 |
| | F (8) | $17.7253 | $709.01 | $1,418.03 | $36,869 |
| 2 | P1 (1) | $15.2270 | $609.08 | $1,218.16 | $31,672 |
| | P2 (2) | $15.5749 | $623.00 | $1,245.99 | $32,396 |
| | A (3) | $15.9317 | $637.27 | $1,274.54 | $33,138 |
| | B (4) | $16.2131 | $648.53 | $1,297.05 | $33,723 |
| | C (5) | $16.5007 | $660.03 | $1,320.05 | $34,321 |
| | D (6) | $17.0952 | $683.81 | $1,367.62 | $35,558 |
| | E (7) | $17.7253 | $709.01 | $1,418.03 | $36,869 |
| | F (8) | $18.3844 | $735.38 | $1,470.75 | $38,240 |
| 3 | P1 (1) | $15.7679 | $630.72 | $1,261.43 | $32,797 |
| | P2 (2) | $16.1297 | $645.19 | $1,290.37 | $33,550 |
| | A (3) | $16.5007 | $660.03 | $1,320.05 | $34,321 |
| | B (4) | $16.8021 | $672.08 | $1,344.17 | $34,948 |
| | C (5) | $17.0952 | $683.81 | $1,367.62 | $35,558 |
| | D (6) | $17.7253 | $709.01 | $1,418.03 | $36,869 |
| | E (7) | $18.3844 | $735.38 | $1,470.75 | $38,240 |
| | F (8) | $19.0763 | $763.05 | $1,526.10 | $39,679 |
| 4 | P1 (1) | $16.3331 | $653.32 | $1,306.65 | $33,973 |
| | P2 (2) | $16.7093 | $668.37 | $1,336.75 | $34,755 |
| | A (3) | $17.0952 | $683.81 | $1,367.62 | $35,558 |
| | B (4) | $17.4078 | $696.31 | $1,392.62 | $36,208 |
| | C (5) | $17.7253 | $709.01 | $1,418.03 | $36,869 |
| | D (6) | $18.3844 | $735.38 | $1,470.75 | $38,240 |
| | E (7) | $19.0763 | $763.05 | $1,526.10 | $39,679 |
| | F (8) | $19.8015 | $792.06 | $1,584.12 | $41,187 |
| 5 | P1 (1) | $16.9321 | $677.28 | $1,354.57 | $35,219 |
| | P2 (2) | $17.3237 | $692.95 | $1,385.90 | $36,033 |
| | A (3) | $17.7253 | $709.01 | $1,418.03 | $36,869 |
| | B (4) | $18.0507 | $722.03 | $1,444.06 | $37,545 |
| | C (5) | $18.3844 | $735.38 | $1,470.75 | $38,240 |
| | D (6) | $19.0763 | $763.05 | $1,526.10 | $39,679 |
| | E (7) | $19.8015 | $792.06 | $1,584.12 | $41,187 |
| | F (8) | $20.5651 | $822.60 | $1,645.21 | $42,775 |
| 6 | P1 (1) | $17.5586 | $702.35 | $1,404.69 | $36,522 |
| | P2 (2) | $17.9663 | $718.65 | $1,437.30 | $37,370 |
| | A (3) | $18.3844 | $735.38 | $1,470.75 | $38,240 |
| | B (4) | $18.7287 | $749.15 | $1,498.29 | $38,956 |
| | C (5) | $19.0763 | $763.05 | $1,526.10 | $39,679 |
| | D (6) | $19.8015 | $792.06 | $1,584.12 | $41,187 |
| | E (7) | $20.5651 | $822.60 | $1,645.21 | $42,775 |
| | F (8) | $21.3649 | $854.60 | $1,709.19 | $44,439 |

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|
| 7 | P1 (1) | $18.2163 | $728.65 | $1,457.31 | $37,890 |
| | P2 (2) | $18.6409 | $745.63 | $1,491.27 | $38,773 |
| | A (3) | $19.0763 | $763.05 | $1,526.10 | $39,679 |
| | B (4) | $19.4367 | $777.47 | $1,554.93 | $40,428 |
| | C (5) | $19.8015 | $792.06 | $1,584.12 | $41,187 |
| | D (6) | $20.5651 | $822.60 | $1,645.21 | $42,775 |
| | E (7) | $21.3649 | $854.60 | $1,709.19 | $44,439 |
| | F (8) | $22.2069 | $888.28 | $1,776.55 | $46,190 |
| 8 | P1 (1) | $18.9058 | $756.23 | $1,512.46 | $39,324 |
| | P2 (2) | $19.3480 | $773.92 | $1,547.84 | $40,244 |
| | A (3) | $19.8015 | $792.06 | $1,584.12 | $41,187 |
| | B (4) | $20.1791 | $807.17 | $1,614.33 | $41,973 |
| | C (5) | $20.5651 | $822.60 | $1,645.21 | $42,775 |
| | D (6) | $21.3649 | $854.60 | $1,709.19 | $44,439 |
| | E (7) | $22.2069 | $888.28 | $1,776.55 | $46,190 |
| | F (8) | $23.0901 | $923.60 | $1,847.21 | $48,027 |
| 9 | P1 (1) | $19.6317 | $785.27 | $1,570.53 | $40,834 |
| | P2 (2) | $20.0925 | $803.70 | $1,607.40 | $41,792 |
| | A (3) | $20.5651 | $822.60 | $1,645.21 | $42,775 |
| | B (4) | $20.9628 | $838.51 | $1,677.02 | $43,603 |
| | C (5) | $21.3649 | $854.60 | $1,709.19 | $44,439 |
| | D (6) | $22.2069 | $888.28 | $1,776.55 | $46,190 |
| | E (7) | $23.0901 | $923.60 | $1,847.21 | $48,027 |
| | F (8) | $24.0178 | $960.71 | $1,921.42 | $49,957 |
| 10 | P1 (1) | $20.3919 | $815.68 | $1,631.36 | $42,415 |
| | P2 (2) | $20.8723 | $834.89 | $1,669.78 | $43,414 |
| | A (3) | $21.3649 | $854.60 | $1,709.19 | $44,439 |
| | B (4) | $21.7842 | $871.37 | $1,742.74 | $45,311 |
| | C (5) | $22.2069 | $888.28 | $1,776.55 | $46,190 |
| | D (6) | $23.0901 | $923.60 | $1,847.21 | $48,027 |
| | E (7) | $24.0178 | $960.71 | $1,921.42 | $49,957 |
| | F (8) | $24.9899 | $999.60 | $1,999.20 | $51,979 |
| 11 | P1 (1) | $21.1924 | $847.70 | $1,695.39 | $44,080 |
| | P2 (2) | $21.6932 | $867.73 | $1,735.46 | $45,122 |
| | A (3) | $22.2069 | $888.28 | $1,776.55 | $46,190 |
| | B (4) | $22.6474 | $905.89 | $1,811.79 | $47,107 |
| | C (5) | $23.0901 | $923.60 | $1,847.21 | $48,027 |
| | D (6) | $24.0178 | $960.71 | $1,921.42 | $49,957 |
| | E (7) | $24.9899 | $999.60 | $1,999.20 | $51,979 |
| | F (8) | $26.0144 | $1,040.58 | $2,081.15 | $54,110 |
| 12 | P1 (1) | $22.0320 | $881.28 | $1,762.56 | $45,827 |
| | P2 (2) | $22.5543 | $902.17 | $1,804.35 | $46,913 |
| | A (3) | $23.0901 | $923.60 | $1,847.21 | $48,027 |
| | B (4) | $23.5511 | $942.05 | $1,884.09 | $48,986 |
| | C (5) | $24.0178 | $960.71 | $1,921.42 | $49,957 |
| | D (6) | $24.9899 | $999.60 | $1,999.20 | $51,979 |
| | E (7) | $26.0144 | $1,040.58 | $2,081.15 | $54,110 |
| | F (8) | $27.0895 | $1,083.58 | $2,167.16 | $56,346 |

**EXHIBIT D (continued)**
**General Services Pay Plan as of January 1, 2024**
**4.0% increase**

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|
| 13 | P1 (1) | $22.9139 | $916.55 | $1,833.11 | $47,661 |
| | P2 (2) | $23.4588 | $938.35 | $1,876.71 | $48,794 |
| | A (3) | $24.0178 | $960.71 | $1,921.42 | $49,957 |
| | B (4) | $24.5000 | $980.00 | $1,960.00 | $50,960 |
| | C (5) | $24.9899 | $999.60 | $1,999.20 | $51,979 |
| | D (6) | $26.0144 | $1,040.58 | $2,081.15 | $54,110 |
| | E (7) | $27.0895 | $1,083.58 | $2,167.16 | $56,346 |
| | F (8) | $28.2123 | $1,128.49 | $2,256.99 | $58,682 |
| 14 | P1 (1) | $23.8380 | $953.52 | $1,907.04 | $49,583 |
| | P2 (2) | $24.4067 | $976.27 | $1,952.53 | $50,766 |
| | A (3) | $24.9899 | $999.60 | $1,999.20 | $51,979 |
| | B (4) | $25.5022 | $1,020.09 | $2,040.17 | $53,045 |
| | C (5) | $26.0144 | $1,040.58 | $2,081.15 | $54,110 |
| | D (6) | $27.0895 | $1,083.58 | $2,167.16 | $56,346 |
| | E (7) | $28.2123 | $1,128.49 | $2,256.99 | $58,682 |
| | F (8) | $29.3953 | $1,175.81 | $2,351.62 | $61,142 |
| 15 | P1 (1) | $24.8119 | $992.48 | $1,984.95 | $51,609 |
| | P2 (2) | $25.4055 | $1,016.22 | $2,032.44 | $52,843 |
| | A (3) | $26.0144 | $1,040.58 | $2,081.15 | $54,110 |
| | B (4) | $26.5483 | $1,061.93 | $2,123.86 | $55,220 |
| | C (5) | $27.0895 | $1,083.58 | $2,167.16 | $56,346 |
| | D (6) | $28.2123 | $1,128.49 | $2,256.99 | $58,682 |
| | E (7) | $29.3953 | $1,175.81 | $2,351.62 | $61,142 |
| | F (8) | $30.6350 | $1,225.40 | $2,450.80 | $63,721 |
| 16 | P1 (1) | $25.8339 | $1,033.35 | $2,066.71 | $53,734 |
| | P2 (2) | $26.4537 | $1,058.15 | $2,116.30 | $55,024 |
| | A (3) | $27.0895 | $1,083.58 | $2,167.16 | $56,346 |
| | B (4) | $27.6456 | $1,105.82 | $2,211.65 | $57,503 |
| | C (5) | $28.2123 | $1,128.49 | $2,256.99 | $58,682 |
| | D (6) | $29.3953 | $1,175.81 | $2,351.62 | $61,142 |
| | E (7) | $30.6350 | $1,225.40 | $2,450.80 | $63,721 |
| | F (8) | $31.9431 | $1,277.72 | $2,555.45 | $66,442 |
| 17 | P1 (1) | $26.9013 | $1,076.05 | $2,152.11 | $55,955 |
| | P2 (2) | $27.5485 | $1,101.94 | $2,203.88 | $57,301 |
| | A (3) | $28.2123 | $1,128.49 | $2,256.99 | $58,682 |
| | B (4) | $28.8013 | $1,152.05 | $2,304.11 | $59,907 |
| | C (5) | $29.3953 | $1,175.81 | $2,351.62 | $61,142 |
| | D (6) | $30.6350 | $1,225.40 | $2,450.80 | $63,721 |
| | E (7) | $31.9431 | $1,277.72 | $2,555.45 | $66,442 |
| | F (8) | $33.3129 | $1,332.52 | $2,665.03 | $69,291 |
| 18 | P1 (1) | $28.0259 | $1,121.03 | $2,242.07 | $58,294 |
| | P2 (2) | $28.7019 | $1,148.08 | $2,296.15 | $59,700 |
| | A (3) | $29.3953 | $1,175.81 | $2,351.62 | $61,142 |
| | B (4) | $30.0188 | $1,200.75 | $2,401.50 | $62,439 |
| | C (5) | $30.6350 | $1,225.40 | $2,450.80 | $63,721 |
| | D (6) | $31.9431 | $1,277.72 | $2,555.45 | $66,442 |
| | E (7) | $33.3129 | $1,332.52 | $2,665.03 | $69,291 |
| | F (8) | $34.7473 | $1,389.89 | $2,779.78 | $72,274 |

| GRADE | STEP | HOURLY | WEEKLY | BI-WEEKLY | ANNUALLY |
|---|---|---|---|---|---|
| 19 | P1 (1) | $29.2044 | $1,168.17 | $2,336.35 | $60,745 |
| | P2 (2) | $29.9106 | $1,196.42 | $2,392.85 | $62,214 |
| | A (3) | $30.6350 | $1,225.40 | $2,450.80 | $63,721 |
| | B (4) | $31.2924 | $1,251.70 | $2,503.39 | $65,088 |
| | C (5) | $31.9431 | $1,277.72 | $2,555.45 | $66,442 |
| | D (6) | $33.3129 | $1,332.52 | $2,665.03 | $69,291 |
| | E (7) | $34.7473 | $1,389.89 | $2,779.78 | $72,274 |
| | F (8) | $36.2628 | $1,450.51 | $2,901.02 | $75,427 |
| 20 | P1 (1) | $30.4479 | $1,217.91 | $2,435.83 | $63,332 |
| | P2 (2) | $31.1860 | $1,247.44 | $2,494.88 | $64,867 |
| | A (3) | $31.9431 | $1,277.72 | $2,555.45 | $66,442 |
| | B (4) | $32.6294 | $1,305.18 | $2,610.35 | $67,869 |
| | C (5) | $33.3129 | $1,332.52 | $2,665.03 | $69,291 |
| | D (6) | $34.7473 | $1,389.89 | $2,779.78 | $72,274 |
| | E (7) | $36.2628 | $1,450.51 | $2,901.02 | $75,427 |
| | F (8) | $37.8445 | $1,513.78 | $3,027.56 | $78,717 |
| 21 | P1 (1) | $31.7501 | $1,270.00 | $2,540.00 | $66,040 |
| | P2 (2) | $32.5216 | $1,300.86 | $2,601.73 | $67,645 |
| | A (3) | $33.3129 | $1,332.52 | $2,665.03 | $69,291 |
| | B (4) | $34.0315 | $1,361.26 | $2,722.52 | $70,785 |
| | C (5) | $34.7473 | $1,389.89 | $2,779.78 | $72,274 |
| | D (6) | $36.2628 | $1,450.51 | $2,901.02 | $75,427 |
| | E (7) | $37.8445 | $1,513.78 | $3,027.56 | $78,717 |
| | F (8) | $39.5085 | $1,580.34 | $3,160.68 | $82,178 |
| 22 | P1 (1) | $33.1136 | $1,324.54 | $2,649.09 | $68,876 |
| | P2 (2) | $33.9201 | $1,356.80 | $2,713.61 | $70,554 |
| | A (3) | $34.7473 | $1,389.89 | $2,779.78 | $72,274 |
| | B (4) | $35.5031 | $1,420.12 | $2,840.25 | $73,846 |
| | C (5) | $36.2628 | $1,450.51 | $2,901.02 | $75,427 |
| | D (6) | $37.8445 | $1,513.78 | $3,027.56 | $78,717 |
| | E (7) | $39.5085 | $1,580.34 | $3,160.68 | $82,178 |
| | F (8) | $41.2605 | $1,650.42 | $3,300.84 | $85,822 |
| 23 | P1 (1) | $34.5543 | $1,382.17 | $2,764.34 | $71,873 |
| | P2 (2) | $35.3977 | $1,415.91 | $2,831.82 | $73,627 |
| | A (3) | $36.2628 | $1,450.51 | $2,901.02 | $75,427 |
| | B (4) | $37.0565 | $1,482.26 | $2,964.52 | $77,077 |
| | C (5) | $37.8445 | $1,513.78 | $3,027.56 | $78,717 |
| | D (6) | $39.5085 | $1,580.34 | $3,160.68 | $82,178 |
| | E (7) | $41.2605 | $1,650.42 | $3,300.84 | $85,822 |
| | F (8) | $43.0947 | $1,723.79 | $3,447.58 | $89,637 |
| 24 | P1 (1) | $36.0579 | $1,442.32 | $2,884.63 | $75,000 |
| | P2 (2) | $36.9399 | $1,477.60 | $2,955.19 | $76,835 |
| | A (3) | $37.8445 | $1,513.78 | $3,027.56 | $78,717 |
| | B (4) | $38.6765 | $1,547.06 | $3,094.12 | $80,447 |
| | C (5) | $39.5085 | $1,580.34 | $3,160.68 | $82,178 |
| | D (6) | $41.2605 | $1,650.42 | $3,300.84 | $85,822 |
| | E (7) | $43.0947 | $1,723.79 | $3,447.58 | $89,637 |
| | F (8) | $45.0224 | $1,800.89 | $3,601.79 | $93,646 |

# EXHIBIT E

**HEALTH INSURANCE PLAN HIGHLIGHTS—EFFECTIVE 1/1/2022**

| MAJOR PLAN ELEMENTS | Plan PJ1005 | Plan PJ1009 | PE4337 |
|---|---|---|---|
| Deductible:<br>Single (In network / out of network)<br>Family/person (In / out of network) | $250 / $500<br>$750 / $1,500 | $750 / $1,500<br>$2,250/ $4,500 | $1,500 / $3,000<br>$2,800 / $4,500 |
| Max Out-of-Pocket Limit:<br>Single (In network / out of network)<br>Family (In network / out of network) | $2,000 / $4,000<br>$4,000 / $8,000 | $3,000 / $6,000<br>$6,000/ $12,000 | $3,000 / $6,000<br>$7,150 / $22,500 |
| HSA Eligible | No | No | Yes |
| **PREMIUM CONTRIBUTIONS Bi-monthly deduction** | | | |
| SINGLE Coverage | $39.50 | $16.00 | $5.00 |
| EMP + SPOUSE Coverage | $83.50 | $39.00 | $20.00 |
| EMP + CHILDREN Coverage | $79.50 | $37.50 | $19.50 |
| FAMILY Coverage | $123.50 | $58.00 | $29.00 |
| **COVERAGE FOR ALL PLANS** | **IN NETWORK** | | |
| Hospital benefit Inpatient/Outpatient | 80% after deductible | 80% after deductible | 80% after deductible |
| Physician Services<br>In Network | 80% after deductible | $20 copay<br>Deductible does not apply | 80% after deductible |
| Emergency Care | $150 copay for non-emergency | $150 copay for non-emergency | 80% after deductible |
| Preventive Care:<br>Evidence-based items / services rated A or B as recommended by U.S. Preventive Services Task Force | 100%<br>deductible does not apply | 100%<br>deductible does not apply | 100%<br>deductible does not apply |
| Prescription Medicines (retail) | $10 Generic, $20 Formulary, $50 Non-Formulary, $50 Specialty | $10 Generic, $20 Formulary, $50 Non-Formulary, $50 Specialty | 80%<br>after deductible |
| Prescription Medicines:<br>Out-of-pocket expense limit | Individual - $1,000<br>Family - $3,000 | Individual - $1,000<br>Family - $3,000 | Included w/<br>Medical |
| Private duty nursing | 80% after deductible<br>60 visits per calendar year | 80% after deductible<br>60 visits per calendar year | 80% after deductible<br>60 visits per calendar year |

| | | | |
|---|---|---|---|
| Physical/Occupational/Speech therapy | 80% after deductible<br>60 combined visits per calendar year | 80% after deductible<br>60 combined visits per calendar year | 80% after deductible<br>60 combined visits per calendar year |
| Chiropractor | 25 visits per calendar year | 25 visits per calendar year | 25 visits per calendar year |
| Precertification | Failure to pre-certify may result in a reduction in benefits when receiving inpatient services | | |
| | | | |

NOTE: The above chart represents only a summary of plan benefits and related information, and is provided for illustrative purposes only. It is not intended as a substitute for the plan document. For detailed information on plan benefits, conditions, limitations, and exclusions, please refer to the plan document.

**DATE:** 12/2/2024

**MEMO:**

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

**FROM:** Tim Gleason, City Manager
Ruby James, City Treasurer & Chief Financial Officer

**SUBJECT:** Public Hearing in the Matter of the 2024 Tax Levy

**SUMMARY RECOMMENDATION:** A public hearing is required if the tax levy exceeds 5% of the prior year levy amount.

**BACKGROUND:**
City Council opens a public hearing for public comment on the proposed property tax levy for assessed valuation in 2024 with property tax payable in 2025, conducts the public hearing, and upon completion, closes the public hearing.

Notice of the public hearing, and disclosure of the tax levy dollar amount was published in the Decatur Herald & Review on November 23, 2024, in compliance with State of Illinois Truth in Taxation notification requirements. Notification of the Proposed Tax Levy was given as a Resolution at the November 4, 2024 City Council meeting.

Council adoption vote of the 2024 tax levy is scheduled for the Council meeting of December 2, 2024.

**POTENTIAL OBJECTIONS:** None Anticipated.

**INPUT FROM OTHER SOURCES:** None

**STAFF REFERENCE:** Ruby James, City Treasurer and Chief Financial Officer

**ATTACHMENTS:**

| Description | Type |
|---|---|
| Memo | Cover Memo |
| Publication | Backup Material |

**LETTER to the DECATUR CITY COUNCIL**
**Finance Department**

**DATE:** December 2, 2024

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

**FROM:** Tim Gleason, City Manager
Ruby F. James, City Treasurer & Chief Financial Officer

**SUBJECT:** Property Tax Levy for Accessed Value Year 2024 Pay Tax Year 2025

## SUMMARY RECOMMENDATION:

It is recommended that the City Council approve the series of Ordinances, which set the property tax levy for the City of Decatur for assessed value year 2024 pay tax year 2025 and abate certain of the general obligation bond debt service payments, whereby such abatement will exclude said debt service payment from inclusion in the property tax levy.

## BACKGROUND:

The Illinois Truth in Taxation law requires the city to conduct a public hearing if the total levy is projected to increase by 5% or more. The city council is anticipating increasing the tax levy by some amount on December 2, 2024. Until the debt abatement ordinances are passed to abate the remaining debt not included in the tax levy, the debt remains outstanding and could potentially be included in the tax levy; thus, triggering the requirement for a public hearing even if the tax levy increase remained below 5%. All debt abatement and the tax levy equals $28,004,443.26 in total.

At the council meeting of November 4, 2024, the City Manager presented property tax levy options to the Council for discussion and direction for city preparation of the 2024 Property Tax Levy. City Council adopted Resolution 2024-341 Resolution Estimating Amounts Necessary to be Raised by the 2024 Tax Levy, indicating a tax levy increase of 7% versus the 2023 tax levy.

The property tax levy including debt abatement presented in the ordinance for Council consideration is $28,004,443.26 in total and includes tax levy amounts for the Decatur Police Pension, Decatur Firefighter Pension, Decatur Public Library, Decatur Municipal Band, and debt service payments for all General Obligation Debt due in the fiscal year covered by the tax levy, and not scheduled for abatement.

Offsetting debt obligations in the General Fund allows the City to pay for City services such as Public Safety, including seven new police officers, street maintenance, and community development projects.

Upon adoption of the City property tax levy and tax abatement ordinance(s), the City Clerk will file a certified copy of all ordinances with the Macon County Clerk. The tax levy must be filed no later than the last Tuesday in December.

# *** Proof of Publication ***

THE HERALD & REVIEW
601 E William St
Decatur, IL 62523-1142
Ph: 800-453-2527

STATE OF ILLINOIS
COUNTY OF MACON } SS:
CITY OF DECATUR

CITY OF DECATUR

Twila 450-2228

1 GARY K ANDERSON PZ

DECATUR, IL 62523

ORDER NUMBER 174027

LEE ENTERPRISES, INC hereby certifies that it is now and has been for more than one year continuously, d/b/a Herald & Review, a daily secular newspaper of general circulation in said County, published in the City, County and State aforesaid, and further certifies that said newspaper has been continuously published at regular intervals of more than once each week with more than a minimum of fifty issues per year for more than one year prior to the first publication of the notice, and further certifies that the Herald & Review is a newspaper as defined by the Statutes of the State of Illinois in such cases made and provided, and further hereby certifies that a notice of which the annexed notice is a true copy, has been regularly published in said paper.

Section: CLASSIFIED Legal

Category: ROP

PUBLISHED ON: 11/23/2024

TOTAL AD COST: 480.59

FILED ON: 11/25/2024

By ____________________

Date 11/26/24

# Study: Indigenous voters encounter obstacles

## Voting for Native Americans harder than ever

**GRAHAM LEE BREWER**
**Associated Press**

OKLAHOMA CITY, Okla. — A new study found that systemic barriers to voting on tribal lands contribute to substantial disparities in Native American turnout, particularly for presidential elections.

The study by the Brennan Center for Justice looked at 21 states with federally recognized tribal lands that have a population of at least 5,000 and where more than 20% of residents identify as American Indian or Alaska Native. Researchers found that between 2012 and 2022, voter participation in federal elections was 7% lower in midterms and 15% lower in presidential elections than among those living off tribal lands in the same states.

Earlier studies show voter turnout for communities of color is higher in areas where their ethnic group is the majority, but the latest research found turnout was lowest on tribal lands that have a high concentration of Native Americans, the Brennan Center said.

"There's something more intensely happening in Native American communities on tribal land," said Chelsea Jones, a researcher on the study.

Jones said the study suggests some barriers may be insurmountable in predominately Native communities because of a lack of adequate polling places or access to early and mail-in ballots. Many residents on tribal lands have nontraditional addresses, meaning they don't have street names or house numbers, making mail-in voting even more difficult. As a result, many Native American voters rely on P.O. boxes, but the study notes that several jurisdictions will not mail ballots to P.O. boxes.

Long distances to the polls that exist on tribal lands and little to no public transportation creates additional hurdles for Native American voters.

"When you think about people who live on tribal lands having to go 30, 60, 100 miles to cast a ballot, that is an extremely limiting predicament to be in," Jones said. "These are really, truly severe barriers."

Additionally, Jones said they found Native American voters were denied the ability to vote using their tribal IDs in several places, including in states where it is legally allowed. All of these roadblocks to the ballot can create a sense of distrust in the system, which could contribute to lower turnout, Jones said.

The Brennan Center study, released Tuesday, also highlights an ongoing issue when it comes to understanding how or why Native Americans vote: a lack of good data.

"There are immense data inequities when it comes to studying Native American communities, especially as it pertains to politics," Jones said.

Native American communities are often overlooked when it comes to polling data and sometimes when they are included, those studies do not reflect broader trends for Indigenous voters, said Stephanie Fryberg, the director of the Research for Indigenous Social Action & Equity Center, which studies systemic inequalities faced by Indigenous people.

"Generally speaking, polling is not well positioned to do a good job for Indian Country," said Fryberg, who is also a professor of psychology at Northwestern University. "There are ideas that are held up as the gold standard about how polling works that don't work for Indian Country because of where we live, because of how difficult it is to connect to people in our community."

Fryberg, a member of the Tulalip Tribe in Washington state, was one of several Indigenous researchers who denounced a recent exit poll conducted by Edison Research that found 65% of Native American voters who participated said they voted for Donald Trump. The poll only surveyed 229 self-identified Native Americans, a sample size she said is too small for an accurate reading, and none of the jurisdictions in the poll were on tribal lands.

"Right there, you're already eliminating a powerful perspective," Fryberg said.

The Indigenous Journalists Association labeled that polling data as "highly misleading and irresponsible," saying it has led "to widespread misinformation."

In a statement to the Associated Press, Edison Research acknowledged its polling size is small, but said the "goal of the survey is to represent the national electorate and to have enough data to also examine large demographic and geographic subgroups." The survey has a potential sampling margin of error of plus or minus 9%, according to the statement.

"Based on all of these factors, this data point from our survey should not be taken as a definitive word on the American Indian vote," the statement said.

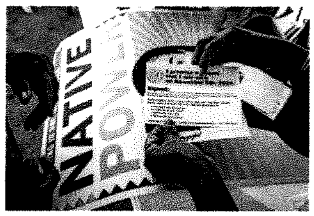
Native Americans are not just part of an ethnic group, they also have political identities that come with being citizens of sovereign nations. Fryberg said allowing those surveyed to self-identify as Native Americans, without follow-up questions about tribal membership and specific Indigenous populations, means that data cannot accurately capture voting trends for those communities.

Both Fryberg and Jones said that in order to create better data on and opportunities for Native Americans to vote, researchers and lawmakers would have to meet the specific needs of Indigenous communities. Jones said passage of the Native American Voting Rights Act, a bill stalled in Congress, would ensure equitable in-person voting options in every precinct on tribal lands.

"This is not an issue that we see across the country," Jones said. "It's very specific to tribal lands. So we need provisions that address that uniquely."

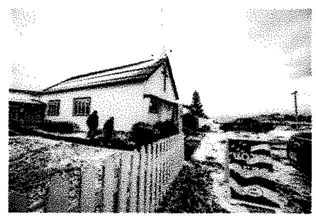
RODRIGO ABD, ASSOCIATED PRESS

Ceremonial dancers wait to perform at a get-out-the-vote event Oct. 12 in a push for Native Americans to vote in the presidential election, on Navajo Nation in Fort Defiance, Ariz.



RODRIGO ABD, ASSOCIATED PRESS

Local organizer Maria Calamity instructs a resident Oct. 11 on how to properly fill out a pledge card promising to vote in the upcoming presidential election, on the Navajo Nation in Ganado, Ariz.



TGOMMY MARTINO, ASSOCIATED PRESS

Terry and Linda Gore leave the Dayton church on the Flathead Indian Reservation after voting, Nov. 8, 2022, in Arlee, Mont.

**NOTICE OF PROPOSED PROPERTY TAX LEVY FOR THE CITY OF DECATUR, MACON COUNTY, ILLINOIS**

I. A public hearing to approve a proposed property tax levy for the City of Decatur for 2024 will be held on December 2, 2024, at 5:30 p.m. in the City Council Chambers on the 3rd Floor of the Decatur Civic Center, One Gary K. Anderson Plaza, Decatur, Illinois 62523.

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact: Kim Althoff, City Clerk for the City of Decatur, One Gary K. Anderson Plaza, Decatur, IL 62523, 217-424-2708.

II. The corporate property taxes extended for the 2023 tax levy were $15,196,031.55.00.

The proposed corporate property taxes to be levied for 2024 tax levy are $15,873,166.00. This represents an increase of 4.5% versus the previous year.

III. The property taxes extended for debt service for the 2023 tax levy were $587,258.45.

The estimated property taxes to be levied for debt service for the 2024 tax levy are $1,015,000.00. This represents a 72.8% increase versus the previous year.

IV. The total property taxes extended for the 2023 tax levy were $15,783,290.00.

The estimated total property taxes to be levied for the 2024 tax levy are $16,888,166.00. This represents a 7.0% increase over the previous year.

Printed by Order of the Corporate Authorities of the City of Decatur, Macon County, Illinois

11/23 174027

Financial Management

**DATE:** 12/2/2024

**MEMO:**

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

**FROM:** Tim Gleason, City Manager
Ruby F. James, City Treasurer & Chief Financial Officer

**SUBJECT:** Property Tax Levy for Accessed Value Year 2024 Pay Tax Year 2025

**SUMMARY RECOMMENDATION:**
It is recommended that the City Council approve the series of Ordinances, which set the property tax levy for the City of Decatur for assessed value year 2024 pay tax year 2025 and abate certain of the general obligation bond debt service payments, whereby such abatement will exclude said debt service payment from inclusion in the property tax levy.

**BACKGROUND:**
The Illinois Truth in Taxation law requires the city to conduct a public hearing if the total levy is projected to increase by 5% or more. The city council is anticipating increasing the tax levy by some amount on December 2, 2024. Until the debt abatement ordinances are passed to abate the remaining debt not included in the tax levy, the debt remains outstanding and could potentially be included in the tax levy; thus, triggering the requirement for a public hearing even if the tax levy increase remained below 5%. All debt abatement and the tax levy equals $28,004,443.26 in total.

At the council meeting of November 4, 2024, the City Manager presented property tax levy options to the Council for discussion and direction for city preparation of the 2024 Property Tax Levy. City Council adopted Resolution 2024-341 Resolution Estimating Amounts Necessary to be Raised by the 2024 Tax Levy, indicating a tax levy increase of 7% versus the 2023 tax levy.

The property tax levy including debt abatement presented in the ordinance for Council consideration is $28,004,443.26 in total and includes tax levy amounts for the Decatur Police Pension, Decatur Firefighter Pension, Decatur Public Library, Decatur Municipal Band, and debt service payments for all General Obligation Debt due in the fiscal year covered by the tax levy, and not scheduled for abatement.

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**POTENTIAL OBJECTIONS:** None anticipated.

**INPUT FROM OTHER SOURCES:** None

**STAFF REFERENCE:** Tim Gleason, City Manager Ruby F. James, City Treasurer & Chief Financial Officer

**BUDGET/TIME IMPLICATIONS:** 2024 Tax Levy is due to the County Clerk by the last Tuesday in December.

**ATTACHMENTS:**

| Description | Type |
|---|---|
| An Ordinance Levying Property Taxes for the City of Decatur, Illinois for the Purpose of Raising Revenue to Meet Certain Necessary Expenses of the City for the Fiscal Year Beginning January 1, 2025, and Ending December 31, 2025 (7% Option) Memo | Cover Memo |
| An Ordinance Levying Property Taxes for the City of Decatur, Illinois for the Purpose of Raising Revenue to Meet Certain Necessary Expenses of the City for the Fiscal Year Beginning January 1, 2025, and Ending December 31, 2025 (7% Option) | Ordinance |

**LETTER to the DECATUR CITY COUNCIL**
**Finance Department**

**DATE:** December 2, 2024

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

**FROM:** Tim Gleason, City Manager
Ruby F. James, City Treasurer & Chief Financial Officer

**SUBJECT:** Property Tax Levy for Accessed Value Year 2024 Pay Tax Year 2025
**7% Option**

The property tax levy including debt abatement presented in the ordinance for Council consideration is $28,004,443.26 in total and includes tax levy amounts for the Decatur Police Pension, Decatur Firefighter Pension, Decatur Public Library, Decatur Municipal Band, and debt service payments for all General Obligation Debt due in the fiscal year covered by the tax levy, and not scheduled for abatement.

Abatement from the property tax levy is possible since the City has secured alternative revenue sources sufficient to pay certain General Obligation debt service amounts in the fiscal period 2025.

For a **7% increase** versus the prior year tax levy, the resulting net tax levy after abatement is $16,888,166.00:

| $ (whole) | Tax levy | Tax Abatement(s) | Tax Levy After Abatement(s) |
|---|---|---|---|
| 2024 Tax Levy | 28,004,443.26 | 11,116,277.26 | 16,888,166.00 |
| | | | |
| 2023 Tax Levy | 31,236,437.02 | 15,453,147.02 | 15,783,290.00 |
| | | | |
| 2024 vs. 2023 | -10.35% | -28.06% | **7.0%** |

Tax abatements in the 2024 Tax Levy are as follows:

| Debt Issue | Abatement $ | Abatement amounts payable from |
|---|---|---|
| | | |
| 2014 Series GO | 1,872,537.50 | Water Fund Lake dredging project |
| 2015 Series GO | 1,765,625.00 | Water Fund Lake dredging project |
| 2016 Series GO | 1,741,256.26 | Water Fund Lake dredging project |
| 2018 Series GO | 1,278,000.00 | Water Fund for Lake dredging portion and general fund revenues for new fire station portion |
| 2019 Series GO Refunding | 541,208.50 | General Fund revenues and PILOT |
| 2019 Series B GO | 145,030.00 | Building Fund / Equipment Replacement Fund |
| 2020 Series GO Refunding | 1,947,220.00 | Water Fund for Lake dredging portion and Olde Towne TIF Fund for downtown street scape portion |
| 2022 Series GO | 1,825,400.00 | Water and Sewer Fund(s) |
| | | |
| Total Abatements | 11,116,277.26 | |

Detailed elements of the 2024 tax levy are as follows, with comparison to the 2023 tax levy.

| $ (whole) | 2024 Tax Levy | 2023 Tax levy | Change | % Change |
|---|---|---|---|---|
| | | | | |
| Police pension | 6,933,920.00 | 5,924,878.26 | 1,009,041.74 | 17.0% |
| Fire pension | 5,646,707.00 | 6,128,510.00 | (481,803.00) | 7.9% |
| Library | 3,222,539.00 | 3,072,569.70 | 149,969.30 | 4.9% |
| Municipal band | 70,000.00 | 70.073.58 | (73.58) | (0.001%) |
| GO debt service | 1,015,000.00 | 587,258.45 | 427,741.55 | 72.8% |
| General Purpose | | 0.01 | (0.01) | - |
| | | | | |
| Total Tax Levy | 16,888,166.00 | 15,783,290.00 | 1,104,876.00 | **7.0%** |

Pension fund increases reflect the actuarially determined contribution required to meet future pension liabilities and achieve optimal future funding levels in accordance with Illinois State Statute 40 ILCS 5/4-118 for the Decatur Firefighters Pension Fund and Illinois State Statute 40 ILCS 5/3-125 for the Decatur Police Pension Fund. Decatur Library reflects a 4.9% increase to reflect the budgeted increase required for salaries and a reduction in state tax receipts. GO Debt Service reflects an increase of 72.8%, which signifies the council’s intent to allocate certain general fund revenue sources to capital projects and pay down debt.

The proposed property tax levy and projected assessed value would yield an estimated property tax rate of $1.5392285 per $100 of assessed value. This would represent a slight increase in the property tax rate versus the prior year property tax rate of $1.5091001 per $100 of assessed value.

Of note, as the tax levy presented for approval defines the dollars to be raised in property tax revenue, the final property tax rate will be dependent upon the final assessed value, which is not yet determined. The final assessed value will be determined upon completion of the Macon County Assessor's valuation process, and approval / certification by the State of Illinois.

This tax levy and tax abatements will be used by Macon County Officials to calculate the tax extensions to appear on property tax bills issued to property owners in calendar year 2024 for property tax due in calendar year 2025.

## ORDINANCE NO. 2024 -

## AN ORDINANCE LEVYING PROPERTY TAXES FOR THE CITY OF DECATUR, ILLINOIS FOR THE PURPOSE OF RAISING REVENUE TO MEET CERTAIN NECESSARY EXPENSES OF THE CITY FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2025, AND ENDING DECEMBER 31, 2025 (7% OPTION)

WHEREAS, the City of Decatur, Illinois is a home rule unit of local government as defined by, and having the powers enumerated in, the Constitution of the State of Illinois 1970, Article VII, Section 6(a); and,

WHEREAS, the City of Decatur is required to establish the Property Tax Levy for the City of Decatur for the year of assessed value with property tax payable in the subsequent year, the City hereby with this Ordinance affixes the Property Tax Levy for assessed value in calendar year 2024 and with tax payable in calendar year 2025.

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

**Section 1.** That there is hereby levied upon all the taxable property within the corporate limits of the City of Decatur, Illinois, as the same is taxed and equalized for State and County purposes for the fiscal year beginning with the 1st day of January, 2025, and ending on the 31st day of December, 2025, the sum of Twenty-Eight Million, Four Thousand, Four Hundred Forty-Three Dollars and Twenty-Six Cents ($28,004,443.26 ) for which said sum is hereby levied and is appropriated for purposes specified as follows, and that there is hereby abated upon all taxable property within the corporate limits of the City of Decatur, Illinois, the sum of Eleven Million, One Hundred Sixteen Thousand, Two Hundred Seventy-Seven Dollars and Twenty-Six Cents ($11,116,277.26) resulting in a Net Tax Levy of Sixteen Million, Eight Hundred Eighty-Eight Thousand, One hundred and Sixty-Six Dollars and Zero Cents ($16,888,166.00).

| | Tax Levy $ | Abate $ | Net Tax Levy $ |
|---|---:|---:|---:|
| Decatur Police Pension | 6,933,920.00 | - | 6,933,920.00 |
| Decatur Firefighter Pension | 5,646,707.00 | - | 5,646,707.00 |
| Decatur Public Library | 3,222,539.00 | - | 3,222,539.00 |
| Decatur Municipal Band | 70,000.00 | - | 70,000.00 |
| GO Bond 2014 | 1,872,537.50 | 1,872,537.50 | - |
| GO Bond 2015 | 1,765,625.00 | 1,765,625.00 | - |
| GO Bond 2016 | 1,741,256.26 | 1,741,256.26 | - |
| GO Bond 2018 | 2,070,500.00 | 1,278,000.00 | 792,500.00 |
| GO Bond 2019 | 763,708.50 | 541,208.50 | 222,500.00 |
| GO Bond 2019 Series B | 145,030.00 | 145,030.00 | - |
| GO Bond 2020 | 1,947,220.00 | 1,947,220.00 | - |
| GO Bond 2022 | 1,825,400.00 | 1,825,400.00 | - |
| | | | |
| Total Tax Levy | 28,004,443.26 | 11,116,277.26 | 16,888,166.00 |

**Section 2.** That the City Clerk be, and is hereby, authorized and directed to cause a duly certified copy of this Ordinance to be filed with the County Clerk of the County of Macon, Illinois, in time and manner as provided by law.

**Section 3.** That warrants against and in anticipation of the taxes above levied for the payment of the ordinary and necessary expenses of the City are hereby authorized to be drawn by the Mayor and City Clerk to the extent of seventy-five percent of the total amount of any such tax levied herein in accordance with the Statutes in such case made and provided, and subject to the provisions thereof.

**Section 4.** This Ordinance shall be in full-force and effect and after its passage by the Council and approval by the Mayor.

PRESENTED, ADOPTED AND RECORED this 2nd day of December 2024.

________________________________
Julie Moore Wolfe, Mayor

ATTEST:

___________________________
Kimberly Althoff, City Clerk

**ATTACHMENTS:**

| Description | Type |
|---|---|
| An Ordinance Levying Property Taxes for the City of Decatur, Illinois for the Purpose of Raising Revenue to Meet Certain Necessary Expenses of the City for the Fiscal Year Beginning January 1, 2025, and Ending December 31, 2025 (6% Option) Memo | Cover Memo |
| An Ordinance Levying Property Taxes for the City of Decatur, Illinois for the Purpose of Raising Revenue to Meet Certain Necessary Expenses of the City for the Fiscal Year Beginning January 1, 2025, and Ending December 31, 2025 (6% Option) | Ordinance |

**LETTER to the DECATUR CITY COUNCIL**
**Finance Department**

**DATE:** December 2, 2024

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

**FROM:** Tim Gleason, City Manager
Ruby F. James, City Treasurer & Chief Financial Officer

**SUBJECT:** Property Tax Levy for Accessed Value Year 2024 Pay Tax Year 2025
**6% Option**

The property tax levy including debt abatement presented in the ordinance for Council consideration is $28,004,443.26 in total and includes tax levy amounts for the Decatur Police Pension, Decatur Firefighter Pension, Decatur Public Library, Decatur Municipal Band, and debt service payments for all General Obligation Debt due in the fiscal year covered by the tax levy, and not scheduled for abatement.

Abatement from the property tax levy is possible since the City has secured alternative revenue sources sufficient to pay certain General Obligation debt service amounts in the fiscal period 2025.

For a **6% increase** versus the prior year tax levy, the resulting net tax levy after abatement is $16,730,166.00:

| $ (whole) | Tax levy | Tax Abatement(s) | Tax Levy<br>After Abatement(s) |
|---|---:|---:|---:|
| 2024 Tax Levy | 28,004,443.26 | 11,274,277.26 | 16,730,166.00 |
| | | | |
| 2023 Tax Levy | 31,236,437.02 | 15,453,147.02 | 15,783,290.00 |
| | | | |
| 2024 vs. 2023 | -10.35% | -27.04% | **6.0%** |

Tax abatements in the 2024 Tax Levy are as follows:

| Debt Issue | Abatement $ | Abatement amounts payable from |
|---|---|---|
| | | |
| 2014 Series GO | 1,872,537.50 | Water Fund Lake dredging project |
| 2015 Series GO | 1,765,625.00 | Water Fund Lake dredging project |
| 2016 Series GO | 1,741,256.26 | Water Fund Lake dredging project |
| 2018 Series GO | 1,278,000.00 | Water Fund for Lake dredging portion and general fund revenues for new fire station portion |
| 2019 Series GO Refunding | 699,208.50 | General Fund revenues and PILOT |
| 2019 Series B GO | 145,030.00 | Building Fund / Equipment Replacement Fund |
| 2020 Series GO Refunding | 1,947,220.00 | Water Fund for Lake dredging portion and Olde Towne TIF Fund for downtown street scape portion |
| 2022 Series GO | 1,825,400.00 | Water and Sewer Fund(s) |
| | | |
| Total Abatements | 11,274,277.26 | |

Detailed elements of the 2024 tax levy are as follows, with comparison to the 2023 tax levy.

| $ (whole) | 2024 Tax Levy | 2023 Tax levy | Change | % Change |
|---|---|---|---|---|
| | | | | |
| Police pension | 6,933,920.00 | 5,924,878.26 | 1,009,041.74 | 17.0% |
| Fire pension | 5,646,707.00 | 6,128,510.00 | (481,803.00) | 7.9% |
| Library | 3,222,539.00 | 3,072,569.70 | 149,969.30 | 4.9% |
| Municipal band | 70,000.00 | 70.073.58 | (73.58) | (0.001%) |
| GO debt service | 857,000.00 | 587,258.45 | 269,741.55 | 45.9% |
| General Purpose | | 0.01 | (0.01) | - |
| | | | | |
| Total Tax Levy | 16,730,166.00 | 15,783,290.00 | 946,876.00 | **6.0%** |

Pension fund increases reflect the actuarially determined contribution required to meet future pension liabilities and achieve optimal future funding levels in accordance with Illinois State Statute 40 ILCS 5/4-118 for the Decatur Firefighters Pension Fund and Illinois State Statute 40 ILCS 5/3-125 for the Decatur Police Pension Fund. Decatur Library reflects a 4.9% increase to reflect the budgeted increase required for salaries and a reduction in state tax receipts. GO Debt Service reflects an increase of 45.9%, which signifies the council’s intent to allocate certain general fund revenue sources to capital projects and pay down debt.

The proposed property tax levy and projected assessed value would yield an estimated property tax rate of $1.5248380 per $100 of assessed value. This would represent a slight increase in the property tax rate versus the prior year property tax rate of $1.5091001 per $100 of assessed value.

Of note, as the tax levy presented for approval defines the dollars to be raised in property tax revenue, the final property tax rate will be dependent upon the final assessed value, which is not yet determined. The final assessed value will be determined upon completion of the Macon County Assessor's valuation process, and approval / certification by the State of Illinois.

This tax levy and tax abatements will be used by Macon County Officials to calculate the tax extensions to appear on property tax bills issued to property owners in calendar year 2024 for property tax due in calendar year 2025.

**ORDINANCE NO. 2024 -**

**AN ORDINANCE LEVYING PROPERTY TAXES FOR THE CITY OF DECATUR, ILLINOIS FOR THE PURPOSE OF RAISING REVENUE TO MEET CERTAIN NECESSARY EXPENSES OF THE CITY FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2025, AND ENDING DECEMBER 31, 2025 (6% OPTION)**

WHEREAS, the City of Decatur, Illinois is a home rule unit of local government as defined by, and having the powers enumerated in, the Constitution of the State of Illinois 1970, Article VII, Section 6(a); and,

WHEREAS, the City of Decatur is required to establish the Property Tax Levy for the City of Decatur for the year of assessed value with property tax payable in the subsequent year, the City hereby with this Ordinance affixes the Property Tax Levy for assessed value in calendar year 2024 and with tax payable in calendar year 2025.

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

**Section 1.** That there is hereby levied upon all the taxable property within the corporate limits of the City of Decatur, Illinois, as the same is taxed and equalized for State and County purposes for the fiscal year beginning with the 1st day of January, 2025, and ending on the 31st day of December, 2025, the sum of Twenty-Eight Million, Four Thousand, Four Hundred Forty-Three Dollars and Twenty-Six Cents ($28,004,443.26 ) for which said sum is hereby levied and is appropriated for purposes specified as follows, and that there is hereby abated upon all taxable property within the corporate limits of the City of Decatur, Illinois, the sum of Eleven Million, Two Hundred Seventy-Four Thousand, Two Hundred Seventy-Seven Dollars and Twenty-Six Cents ($11,274,277.26) resulting in a Net Tax Levy of Sixteen Million, Seven Hundred Thirty Thousand, One hundred and Sixty-Six Dollars and Zero Cents ($16,730,166.00).

| | Tax Levy $ | Abate $ | Net Tax Levy $ |
|---|---:|---:|---:|
| Decatur Police Pension | 6,933,920.00 | - | 6,933,920.00 |
| Decatur Firefighter Pension | 5,646,707.00 | - | 5,646,707.00 |
| Decatur Public Library | 3,222,539.00 | - | 3,222,539.00 |
| Decatur Municipal Band | 70,000.00 | - | 70,000.00 |
| GO Bond 2014 | 1,872,537.50 | 1,872,537.50 | - |
| GO Bond 2015 | 1,765,625.00 | 1,765,625.00 | - |
| GO Bond 2016 | 1,741,256.26 | 1,741,256.26 | - |
| GO Bond 2018 | 2,070,500.00 | 1,278,000.00 | 792,500.00 |
| GO Bond 2019 | 763,708.50 | 699,208.50 | 64,500.00 |
| GO Bond 2019 Series B | 145,030.00 | 145,030.00 | - |
| GO Bond 2020 | 1,947,220.00 | 1,947,220.00 | - |
| GO Bond 2022 | 1,825,400.00 | 1,825,400.00 | - |
| | | | |
| Total Tax Levy | 28,004,443.26 | 11,274,277.26 | 16,730,166.00 |

**Section 2.** That the City Clerk be, and is hereby, authorized and directed to cause a duly certified copy of this Ordinance to be filed with the County Clerk of the County of Macon, Illinois, in time and manner as provided by law.

**Section 3.** That warrants against and in anticipation of the taxes above levied for the payment of the ordinary and necessary expenses of the City are hereby authorized to be drawn by the Mayor and City Clerk to the extent of seventy-five percent of the total amount of any such tax levied herein in accordance with the Statutes in such case made and provided, and subject to the provisions thereof.

**Section 4.** This Ordinance shall be in full-force and effect and after its passage by the Council and approval by the Mayor.

PRESENTED, ADOPTED AND RECORED this 2nd day of December 2024.

______________________________
Julie Moore Wolfe, Mayor

ATTEST:

__________________________
Kimberly Althoff, City Clerk

**ATTACHMENTS:**

| Description | Type |
|---|---|
| An Ordinance Levying Property Taxes for the City of Decatur, Illinois for the Purpose of Raising Revenue to Meet Certain Necessary Expenses of the City for the Fiscal Year Beginning January 1, 2025, and Ending December 31, 2025 (5% Option) Memo | Cover Memo |
| An Ordinance Levying Property Taxes for the City of Decatur, Illinois for the Purpose of Raising Revenue to Meet Certain Necessary Expenses of the City for the Fiscal Year Beginning January 1, 2025, and Ending December 31, 2025 (5% Option) | Ordinance |

**LETTER to the DECATUR CITY COUNCIL**
**Finance Department**

**DATE:** December 2, 2024

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

**FROM:** Tim Gleason, City Manager
Ruby F. James, City Treasurer & Chief Financial Officer

**SUBJECT:** Property Tax Levy for Accessed Value Year 2024 Pay Tax Year 2025
**5% Option**

The property tax levy including debt abatement presented in the ordinance for Council consideration is $28,004,443.26 in total and includes tax levy amounts for the Decatur Police Pension, Decatur Firefighter Pension, Decatur Public Library, Decatur Municipal Band, and debt service payments for all General Obligation Debt due in the fiscal year covered by the tax levy, and not scheduled for abatement.

Abatement from the property tax levy is possible since the City has secured alternative revenue sources sufficient to pay certain General Obligation debt service amounts in the fiscal period 2025.

For a **5% increase** versus the prior year tax levy, the resulting net tax levy after abatement is $16,573,166.00:

| $ (whole) | Tax levy | Tax Abatement(s) | Tax Levy After Abatement(s) |
|---|---:|---:|---:|
| 2024 Tax Levy | 28,004,443.26 | 11,431,277.26 | 16,573,166.00 |
| | | | |
| 2023 Tax Levy | 31,236,437.02 | 15,453,147.02 | 15,783,290.00 |
| | | | |
| 2024 vs. 2023 | -10.35% | -26.03% | **5.0%** |

Tax abatements in the 2024 Tax Levy are as follows:

| Debt Issue | Abatement $ | Abatement amounts payable from |
|---|---|---|
| | | |
| 2014 Series GO | 1,872,537.50 | Water Fund Lake dredging project |
| 2015 Series GO | 1,765,625.00 | Water Fund Lake dredging project |
| 2016 Series GO | 1,741,256.26 | Water Fund Lake dredging project |
| 2018 Series GO | 1,370,500.00 | Water Fund for Lake dredging portion and general fund revenues for new fire station portion |
| 2019 Series GO Refunding | 763,708.50 | General Fund revenues and PILOT |
| 2019 Series B GO | 145,030.00 | Building Fund / Equipment Replacement Fund |
| 2020 Series GO Refunding | 1,947,220.00 | Water Fund for Lake dredging portion and Olde Towne TIF Fund for downtown street scape portion |
| 2022 Series GO | 1,825,400.00 | Water and Sewer Fund(s) |
| | | |
| Total Abatements | 11,431,277.26 | |

Detailed elements of the 2024 tax levy are as follows, with comparison to the 2023 tax levy.

| $ (whole) | 2024 Tax Levy | 2023 Tax levy | Change | % Change |
|---|---|---|---|---|
| | | | | |
| Police pension | 6,933,920.00 | 5,924,878.26 | 1,009,041.74 | 17.0% |
| Fire pension | 5,646,707.00 | 6,128,510.00 | (481,803.00) | 7.9% |
| Library | 3,222,539.00 | 3,072,569.70 | 149,969.30 | 4.9% |
| Municipal band | 70,000.00 | 70.073.58 | (73.58) | (0.001%) |
| GO debt service | 700,000.00 | 587,258.45 | 112,741.55 | 19.2% |
| General Purpose | | 0.01 | (0.01) | - |
| | | | | |
| Total Tax Levy | 16,573,166.00 | 15,783,290.00 | 789,876.00 | **5.0%** |

Pension fund increases reflect the actuarially determined contribution required to meet future pension liabilities and achieve optimal future funding levels in accordance with Illinois State Statute 40 ILCS 5/4-118 for the Decatur Firefighters Pension Fund and Illinois State Statute 40 ILCS 5/3-125 for the Decatur Police Pension Fund. Decatur Library reflects a 4.9% increase to reflect the budgeted increase required for salaries and a reduction in state tax receipts. GO Debt Service reflects an increase of 19.2%, which signifies the council’s intent to allocate certain general fund revenue sources to capital projects and pay down debt.

The proposed property tax levy and projected assessed value would yield an estimated property tax rate of $1.5105187 per $100 of assessed value. This would represent a slight increase in the property tax rate versus the prior year property tax rate of $1.5091001 per $100 of assessed value.

Of note, as the tax levy presented for approval defines the dollars to be raised in property tax revenue, the final property tax rate will be dependent upon the final assessed value, which is not yet determined. The final assessed value will be determined upon completion of the Macon County Assessor's valuation process, and approval / certification by the State of Illinois.

This tax levy and tax abatements will be used by Macon County Officials to calculate the tax extensions to appear on property tax bills issued to property owners in calendar year 2024 for property tax due in calendar year 2025.

**ORDINANCE NO. 2024 -**

**AN ORDINANCE LEVYING PROPERTY TAXES FOR THE CITY OF DECATUR, ILLINOIS FOR THE PURPOSE OF RAISING REVENUE TO MEET CERTAIN NECESSARY EXPENSES OF THE CITY FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2025, AND ENDING DECEMBER 31, 2025 (5% OPTION)**

WHEREAS, the City of Decatur, Illinois is a home rule unit of local government as defined by, and having the powers enumerated in, the Constitution of the State of Illinois 1970, Article VII, Section 6(a); and,

WHEREAS, the City of Decatur is required to establish the Property Tax Levy for the City of Decatur for the year of assessed value with property tax payable in the subsequent year, the City hereby with this Ordinance affixes the Property Tax Levy for assessed value in calendar year 2024 and with tax payable in calendar year 2025.

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

**Section 1.** That there is hereby levied upon all the taxable property within the corporate limits of the City of Decatur, Illinois, as the same is taxed and equalized for State and County purposes for the fiscal year beginning with the 1st day of January, 2025, and ending on the 31st day of December, 2025, the sum of Twenty-Eight Million, Four Thousand, Four Hundred Forty-Three Dollars and Twenty-Six Cents ($28,004,443.26 ) for which said sum is hereby levied and is appropriated for purposes specified as follows, and that there is hereby abated upon all taxable property within the corporate limits of the City of Decatur, Illinois, the sum of Eleven Million, Four Hundred Thirty-One Thousand, Two Hundred Seventy-Seven Dollars and Twenty-Six Cents ($11,431,277.26) resulting in a Net Tax Levy of Sixteen Million, Five Hundred Seventy-Three Thousand, One hundred and Sixty-Six Dollars and Zero Cents ($16,573,166.00).

| | Tax Levy $ | Abate $ | Net Tax Levy $ |
|---|---:|---:|---:|
| Decatur Police Pension | 6,933,920.00 | - | 6,933,920.00 |
| Decatur Firefighter Pension | 5,646,707.00 | - | 5,646,707.00 |
| Decatur Public Library | 3,222,539.00 | - | 3,222,539.00 |
| Decatur Municipal Band | 70,000.00 | - | 70,000.00 |
| GO Bond 2014 | 1,872,537.50 | 1,872,537.50 | - |
| GO Bond 2015 | 1,765,625.00 | 1,765,625.00 | - |
| GO Bond 2016 | 1,741,256.26 | 1,741,256.26 | - |
| GO Bond 2018 | 2,070,500.00 | 1,370,500.00 | 700,000.00 |
| GO Bond 2019 | 763,708.50 | 763,708.50 | - |
| GO Bond 2019 Series B | 145,030.00 | 145,030.00 | - |
| GO Bond 2020 | 1,947,220.00 | 1,947,220.00 | - |
| GO Bond 2022 | 1,825,400.00 | 1,825,400.00 | - |
| | | | |
| Total Tax Levy | 28,004,443.26 | 11,431,277.26 | 16,573,166.00 |

**Section 2.** That the City Clerk be, and is hereby, authorized and directed to cause a duly certified copy of this Ordinance to be filed with the County Clerk of the County of Macon, Illinois, in time and manner as provided by law.

**Section 3.** That warrants against and in anticipation of the taxes above levied for the payment of the ordinary and necessary expenses of the City are hereby authorized to be drawn by the Mayor and City Clerk to the extent of seventy-five percent of the total amount of any such tax levied herein in accordance with the Statutes in such case made and provided, and subject to the provisions thereof.

**Section 4.** This Ordinance shall be in full-force and effect and after its passage by the Council and approval by the Mayor.

PRESENTED, ADOPTED AND RECORED this 2nd day of December 2024.

________________________________
Julie Moore Wolfe, Mayor

ATTEST:

__________________________
Kimberly Althoff, City Clerk

**DATE:** 11/8/2024

**MEMO:** 2024-178

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

**FROM:** **Tim Gleason, City Manager**
**Matt Newell, P.E., Public Works Director**
**Jim Edwards, Information Technology Director**
**Paul Caswell, P.E., City Engineer**
**Robert Weil, P.E., Water Production Manager**
**Randy Miller, Water Services Manager**
**Byron Bowman, Municipal Services Manager**

**SUBJECT:**
**Resolution Authorizing a Professional Engineering Services Agreement with Burns & McDonnell Engineering Company, Inc., to Provide Engineering Services for Asset Management System Selection Assistance, City Project 2024-32**

**SUMMARY RECOMMENDATION:**
It is recommended that the City Council approve the attached Resolution authorizing the Mayor to sign and the City Clerk to attest a Resolution approving a professional services agreement with Burns & McDonnell Engineering Company, Inc. to provide engineering services for the selection of a Asset Management System for a fee not to exceed $167,250.

**BACKGROUND:**
The Public Works Department currently utilizes multiple software packages to store data and work history. These software packages were generally built in-house at various times over the years and largely do not work well with each other, including newer City software systems such as the Geographical Information System (GIS) used by the City. The Municipal Services Division work tracking system was built by the City's IT Department in the early 2000's as a Database 2 (DB2) system and has become difficult to maintain and is being phased out. The water plant maintenance management system, Antero, is still partially paper-based and has limited benefit.

In recent years, the municipal software industry has focused on asset management packages that encompass all Public Works functions. The newer types of asset management systems utilize GIS mapping as the visual interface to track and store data. Keeping this data current and available to maintenance crews is becoming increasingly important in the utility management work the Public Works Department is engaged in. In the case of fixed mechanical assets such as the water plant, new asset management systems use sensors to monitor equipment condition and trigger timely repairs. This minimizes equipment downtime and potential compliance issues.

As Public Works, IT, and GIS staff members reviewed options to replace the City's aging DB2 system, it became clear that there were many facets in the various software packages that were beyond the current experience base of city staff. For example, staff across multiple departments will need to implement a new advanced management system with capabilities we are not even familiar with. Based on conversations with other public works departments we associate with in the American Public Works Association, staff decided that consultant assistance would be highly beneficial.

Staff requested proposals from consulting firms with expertise in the software market and selecting software best suited to the City's needs. Completing this comparison in-house seems fraught with the opportunity for failure given the complexity of the new systems and the financial implications of the software selection and implementation.

The benefits of upgrading the asset management system are expected to far exceed the costs. Given the value of the infrastructure managed by the Public Works is in excess of $100 million, even a 1% improvement in service life represents a value of $1 million. The direct costs for selection, purchase and implementation of the asset management system are expected to be approximately $850,000.

Smooth implementation will maximize the benefits of the asset management system and avoid loss of productivity as the system is rolled out. The track record from other agencies indicates that the right consultant can make a big difference in this regard.

**Request for Proposals**
On May 30, 2024, the City issued a request for proposals and qualifications to provide professional services to assist City staff with the selection of an asset management system. Proposals were received on July 2, 2024. Two firms submitted formal statements of qualification. The section committee, composed of Public Works Division Managers along with IT and GIS representatives, reviewed the proposals and selected the Burns & McDonnell Engineering Company, Inc., as the firm best able to serve the City in performing the requested services.

**Engineering Services Agreement**
The services are to review the City's procedures and management processes, develop an RFP for vendors to propose a software solution, and assist in selecting a vendor. The Agreement includes the following services:

1. Conduct Public Works staff interviews to gather the technical and functional requirements for the new asset management system.

2. Review existing asset management operations and documentation processes to identify

gaps and recommend best practices in prioritizing and documenting work.

3. Develop recommendations to address security requirements and compliance reporting. This is particularly necessary for the water system interactions with the Illinois EPA and the U.S. EPA's involvement with the sanitary sewer system.

4. Develop a vendor Request for Proposals with instructions, technical requirements, and evaluation criteria.

5. Assist City staff with RFP review, vendor support questions, demonstrations, and recommendations.

A possible future phase may be needed to assist the City with the implementation of the selected software package.

The proposed fee is $167,250, which will be split between the Water, Sanitary Sewer, Storm Sewer, and Local MFT Funds. It is estimated the purchase and implementation of the selected service is expected be around $850,000.

**LEGAL REVIEW:** The agreement was reviewed and approved by Legal on November 7, 2024.

**SCHEDULE:** The work will commence immediately with the RFP expected to be advertised in 3 to 4 months. The advertising period, review and recommendations will take an additional 3 months depending on City staff availability.

**PRIOR COUNCIL ACTION:** The project is budgeted in the FY 2025 budget.

**POTENTIAL OBJECTIONS:** There are no known objections.

**INPUT FROM OTHER SOURCES:** Burns and McDonnell Engineering Company, Inc.

**STAFF REFERENCE:** Paul Caswell, City Engineer, will attend the City Council meeting to answer any questions of the Council on this item.

**BUDGET/TIME IMPLICATIONS:**
**Budget Impact:** The proposed engineering services agreement is for $167,250. Funding for this project is allocated and will be split equally at $41,812.50 between the Water Fund, Storm Sewer Fund, Sanitary Sewer Fund, and Local MFT Fund.

**Staffing Impact:** Staff time is allocated to manage the project.

**ATTACHMENTS:**

| Description | Type |
| --- | --- |
| Resolution Authorizing a Professional Engineering Services Agreement with Burns & McDonnell Engineering Company, Inc., to Provide Engineering Services for Asset Management System Selection Assistance, City Project 2024-32 | Resolution Letter |

**RESOLUTION NO. ___________**

**RESOLUTION AUTHORIZING A PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH BURNS & MCDONNELL ENGINEERING COMPANY INC., TO PROVIDE ENGINEERING SERVICES FOR ASSET MANAGEMENT SYSTEM SELECTION ASSISTANCE, CITY PROJECT 2024-32**

**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 1 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 $167,250.

PRESENTED and ADOPTED this 2nd day of December, 2024.

______________________________________
Julie Moore Wolfe, Mayor

Attest:

___________________________________
Kim Althoff, City Clerk

Exhibit 1

CITY OF DECATUR
CONSULTING SERVICES AGREEMENT
For
ASSET MANAGEMENT SYSTEM SELECTION ASSISTANCE
CITY PROJECT 2024-32

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.
______________________________________________,
("Consultant"), 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. CONSULTANT. The Consultant shall provide consulting services as described in Exhibit A. All services provided hereunder shall be performed by the Consultant 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 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 C; Project Timeline.

D. CITY'S REPRESENTATIVE. The City's representative to the Consultant 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 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.

## 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 Consultant by placing at the Consultant'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 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, 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 Consultant may rely upon in performing the Consultant'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 Consultant to enter upon public and private property as required for the Consultant to perform the Consultant's services.

F. REVIEW DOCUMENTS. Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by the Consultant, 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 Consultant.

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 Consultant 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 CONSULTANT OF DEFECTS OR 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, or any defect in the work of the Contractor(s).

J. INFORMATION SUPPLIED BY CITY. Consultant shall be entitled to rely upon the accuracy and completeness of services and information furnished by City and its consultants, agents and representatives, and Consultant shall have no duty to investigate the accuracy or completeness of such services or information. Consultant shall provide notice to City if Consultant 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 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 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 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 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 Consultant shall provide the City's Representative with Acord 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, 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 Consultant 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 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 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 Consultant's work for this agreement.

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

8. City and Consultant 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 Consultant'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 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.

I. HOLD HARMLESS. Consultant 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 Consultant in connection with its performance of this contract, including operations of its subcontractors and negligent acts or omissions of employees or agents of the Consultant 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 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. Neither Party shall be liable to the other Party for incidental, indirect, special or consequential damages.

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 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), Consultant 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 Consultant 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 Consultant for services and reimbursable expenses of subconsultants engaged by the Consultant with the approval of the City's Representative, the amount billed by the Subconsultant to the Consultant 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 Consultant for work satisfactorily completed in accordance with this contract 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 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 Consultant 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 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.

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 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 ________________, 2024

THE CITY OF DECATUR, ILLINOIS

By: ___________________________
Mayor

ATTEST:

___________________________
City Clerk

CONSULTANT FORM

By: DocuSigned by: FC8414CDC74945B... ___________________________

Initial BH

EXHIBIT A - SCOPE OF WORK

# Project Overview

The purpose of this Scope of Work (SOW) is to outline the activities and deliverables required to assist the City of Decatur, IL, in developing a comprehensive Request for Proposal (RFP) for the selection of an Asset Management software platform. The Asset Management Software platform will support the City in managing and optimizing the lifecycle of its physical assets, including tracking, maintenance, and reporting functionalities.

# Objectives

The primary objectives of this engagement are:

- To identify the specific requirements for the asset management software that aligns with the City's operational goals, functional requirements, and technical specifications.
- To develop a detailed and structured RFP that attracts qualified vendors capable of delivering a solution that meets the City's needs.
- To ensure the RFP includes evaluation criteria that facilitate the selection of the most suitable software platform.

# Scope Activities

The services provided under this SOW will include, but are not limited to, the following tasks:

## Task 1. Project Kickoff and Project Management

- Consultant will assign a dedicated project manager to oversee all project activities, coordinate with City staff, and ensure timely completion of project deliverables.
- The Consultant Project Manager will schedule a one-hour virtual project kickoff meeting with City staff to provide an overview of the project, review the draft schedule, describe the project approach, introduce key project stakeholders, and confirm project logistics and administrative items such as status reporting, meeting cadence, and invoicing.
- The Consultant project manager will host a weekly 30-minute project status meeting with the city to review progress and address any outstanding issues impacting the project's ability to meet its objectives.

## Task 2. Requirements Gathering

- Conduct stakeholder interviews to gather business, technical, and functional requirements. Stakeholder interviews will be conducted on-site during a two-day visit to the Client offices and remotely via Microsoft Teams. Onsite, we will host a group workshop and meet with small teams and individuals as needed. After the on-site visit, we anticipate up to eight virtual meetings of up to two hours. The team will meet with stakeholders from Public Works, Engineering, and the Building, Planning, and Code Enforcement sections.
- Review existing asset management processes and systems to identify gaps and areas for improvement.

- Develop a detailed requirements document in Microsoft Word format that outlines required Asset Management Software functionalities, system integration needs, platform security requirements, along with reporting and compliance requirements.
- Up-to 10 documented workflows for major work tasks associated with the Asset Management System in MS Word format that can be incorporated into the RFP materials.

### Task 3. RFP Document Development

- Draft RFP document sections, including assisting the City with the development of the following sections:
    - **Introduction:** Overview of the City needs, including objectives, background, and scope.
    - **Vendor Instructions:** Guidelines for proposal submission, including deadlines, format, and contact information.
    - **Technical Requirements:** Detailed description of required software functionalities, system integrations, and performance criteria.
    - **Evaluation Criteria:** Criteria and scoring methodology for evaluating vendor proposals.

### Task 4. Stakeholder Review and Feedback

- Facilitate review sessions with key stakeholders to obtain feedback on the draft RFP document.
- Incorporate stakeholder feedback into the final RFP document.

### Task 5. Final RFP Submission

- Deliver the final RFP document sections to the City, ready for distribution to potential vendors.
- Provide consultation on the RFP release process and assist in responding to vendor inquiries if required.

### Task 6. RFP Response Evaluation Support

- Vendor Questions Support
- Vendor Demonstration Attendance (Virtual)
- Evaluation Support and Recommendations
- AMS System Implementation Scope Review and Comments in MS Word Format

## Deliverables

In connection with the Services specified herein, the Consultant will provide the following Deliverables:

**Table 1 - Project Deliverables**

| Task Number | Deliverable |
|---|---|
| 1 | Project Kickoff meeting notes |
| 1 | Weekly 30-minute project status meeting with meeting notes |
| 2 | Requirements Document in Microsoft Word Format |

| | |
|---|---|
| 2 | Up-to 10 documented workflows for major work tasks associated with the Asset Management System in MS Word format. |
| 2 | Evaluation Framework in Microsoft Excel Format |
| 3 | Draft RFP Document in Microsoft Word Format |
| 5 | Finalized RFP Documents in Microsoft Word Format |
| 6 | Vendor Questions Support |
| 6 | Vendor Demonstration Attendance (Virtual) |
| 6 | Vendor Evaluation Recommendations |
| 6 | AMS System Implementation Scope Review and Comments in MS Word Format |

## Deliverable Acceptance Process

All deliverables listed in this proposal will be the responsibility of the Consultant. Each deliverable will undergo the following review steps. Where necessary, additional activities may be required for certain document deliverables as agreed upon by both Client and 1898 & Co. All deliverables, reviews, issues, and sign-off shall be provided electronically.

- Submission: Upon completion of a deliverable, Consultant will submit the deliverable to the Client Project Manager.
- Review: The Client Project Manager will be responsible for distributing the draft deliverable to the appropriate Client team members for review. The standard review period will be ten (10) business days, or a duration mutually agreed upon, in writing, by the Client Project Manager and 1898 & Co. If after this period there are no unresolved open issues, the deliverable will be sent to the Client Project Manager for final acceptance and sign-off.
- Rework and Review: If the City has open issue(s) on a draft deliverable, the Consultant and the City will collaboratively review the open issues, incorporate address, and close all such open issues. The collaborative review process shall be completed within ten (10) business days, or a duration mutually agreed upon, in writing, by the City Project Manager and the Consultant. to minimize impact on the project schedule. Upon the Consultant's submission of the Revised Deliverable, City's ten business day review period identified above will re-commence. After the ten (10) business days, or the agreed-upon period, and provided City and Consultant have reached a mutually agreeable resolution, the deliverable will move to formal acceptance and sign-off. If the Consultant project manager the City are unable to come to a resolution on a deliverable, the item may by escalated for issue resolution to the Consultant executive sponsor and the City steering committee or executive sponsor, or those client members of the steering committee that have specific knowledge and information regarding the deliverable at issue.

# Timeline

We anticipate this engagement will be completed over 20 weeks, with key milestones as follows:

- **Week 1-4:** Project Kickoff and Requirements Gathering
- **Week 5-8:** Draft RFP Development
- **Week 9-12:** Stakeholder Review and RFP Finalization
- **Week 13-18:** RFP Advertisement
- **Week 17-20:** RFP Response Evaluation Support

# Assumptions

- The City will provide access to key stakeholders and necessary documentation.
- Any changes to the scope or timeline will be communicated and agreed upon in writing.
- Client will review deliverables in the timeframe outlined within the deliverable acceptance process of this SOW.
- One two-day trip has been included in the scope of work. All other project work will be performed remotely.
- The client will assign project stakeholders who can provide feedback and guidance to the Consultant in a reasonable amount of time.
- AMS software installation and configuration services is outside this project's scope.

# Pricing and Invoicing

The City will compensate the Consultant a lump sum of $167,250 for the services described in this SOW. This price includes the scope described herein and all expenses. Invoicing will be monthly based on the percentage completion of the five project milestones listed below.

**Table 2 - Invoicing Milestones**

| Milestone | Fee |
|---|---|
| 1 - Project Kickoff Meeting | $33,450 |
| 2 - Detailed Requirements Document in Microsoft Word Format | $33,450 |
| 3 - Draft RFP Document in Microsoft Word Format | $33,450 |
| 4 - Final RFP Document in Microsoft Word Format | $33,450 |
| 5 - AMS Vendor Recommendations and Contract Review Finalized | $33,450 |

# 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

| Task # | Task Description | Week 1 | Week 2 | Week 3 | Week 4 | Week 5 | Week 6 | Week 7 | Week 8 | Week 9 | Week 10 | Week 11 | Week 12 | Week 13 | Week 14 | Week 15 | Week 16 | Week 17 | Week 18 | Week 19 | Week 20 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | Project Kickoff | | | | | | | | | | | | | | | | | | | | |
| 2 | Requirements Gathering | | | | | | | | | | | | | | | | | | | | |
| 3 | RFP Development | | | | | | | | | | | | | | | | | | | | |
| 4 | Stakeholder Review and RFP Finalization | | | | | | | | | | | | | | | | | | | | |
| 5 | RFP Advertisement | | | | | | | | | | | | | | | | | | | | |
| 6 | RFP Response and Evaluation Support | | | | | | | | | | | | | | | | | | | | |

Exhibit D

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 ☐ deduction of $ __________ be made to the above contract.

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 $ __________

Total net ☐ addition ☐ 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 ____________________ Attested ____________________
Mayor City Clerk

____________________ ____________________
Date Date

# Replace with Insurance Certificate(s)

# 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

CONSULTANT'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 MISSOURI )
) ss.
COUNTY OF JACKSON )

**SECTION I.** BUSINESS STATUS STATEMENT

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

A. Burns & McDonnell Engineering Company Inc. (Hereinafter "Consultant") 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)

Consultant'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): |
|---|---|
| In Corp Services, Inc.<br>Name | 9400 Ward Pkwy<br>Company Address, Principal Office |
| 901 S 2nd St. Ste 201<br>Address | Kansas City, Mo 64114<br>City, State, Zip |
| Springfield, IL 62704<br>City, State, Zip | 816-333-9400<br>Telephone Facsimile |
| 1-800-246-2677<br>Telephone | www.burnsmcd.com<br>Website |

The corporate officers are as follows:

President: Leslie M. Duke

Vice President: Chris Underwood

Secretary: Paul J. Odum

C. PARTNERSHIP OR LLC

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

| 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 Consultant 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 Consultant 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 Consultant 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 Consultant 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 Consultant 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 Consultant 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.

CONSULTANT

Signature

Brian Hiller

Printed Name

Director

Title

SUBSCRIBED and SWORN to before me this 14 day of November, 2024.

Sydney Elayne Miller

Notary Public

SYDNEY ELAYNE MILLER
Notary Public, Notary Seal
State of Missouri
Jackson County
Commission # 19628064
My Commission Expires 09-16-2027

Not Applicable

| Exhibit I - CITY OF DECATUR INVOICE DATA SHEET | | | |
|---|---|---|---|
| Project: | | | |
| *(Consultant 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)* | |

Consultant's Signature: ______________________

Title: ______________________

City Clerk

**DATE:** 12/2/2024

**MEMO:**

**TO:** Mayor Moore Wolfe
City Council Members

**FROM:** Tim Gleason, City Manager
Jon Kindseth, Deputy City Manager

**SUBJECT:** Resolution Authorizing Real Estate Purchase Agreement City of Decatur, Illinois the Good Samaritan Inn, an Illinois Not-For-Profit Corporation Vacant Properties Generally Located South of West Grand Avenue, East of North Edward Street, West of North Union Street and North of West Packard Street

**ATTACHMENTS:**

| Description | Type |
|---|---|
| Memo | Cover Memo |
| Resolution | Resolution Letter |
| Agreement | Backup Material |
| Good Sam Background Info | Backup Material |

# OFFICE OF THE CITY MANAGER

**DATE:** December 2, 2024

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

**FROM**: Tim Gleason, City Manager
Jon Kindseth, Deputy City Manager

**SUBJECT:** Resolution Authorizing Real Estate Purchase Agreement City of Decatur, Illinois the Good Samaritan Inn, an Illinois Not-For-Profit Corporation Vacant Properties Generally Located South of West Grand Avenue, East of North Edward Street, West of North Union Street and North of West Packard Street

**SUMMARY RECOMMENDATION:**
Staff recommends the City Council approve this last action necessary to transfer the assembled and cleared property to Good Samaritan Inn for the Urban Ag project.

**BACKGROUND:**

Since 2022 the City has been assembling and cleaning up properties in the OKO neighborhood. In 2023 the City Council authorized a formalized plan to assemble and repurpose more than a block and a half of formerly residential properties to be used by Good Samaritan Inn for an expansion of their Mercy Gardens. The City utilized a DCEO grant to fund the majority of the property demolitions and street removal necessary to assemble a large contiguous project conducive to farming at scale.

The steps to get this phase of the project included property acquisition or lien foreclosure, demolition of derelict structures, removal of street and sidewalks, and installation of clean dirt and mulch. These steps of the project have been completed and the first cover crop has been planted for soil enhancement. There is approximately five acres of cleared property ready for the first phase of the urban ag project and Good Samaritan has indicated that they would like to accept the property now.

The transfer of the property will allow them to fence in and secure the property as well as to build the necessary buildings on the subject property to store equipment and produce in. They have continued to seek out partnerships for this project and have received additional grant funds to be able to take on these types of activities. As a reminder of the proposed commitments made to this project, attached is the original proposal dated May 25, 2022. Additionally, the Good Samaritan Executive Director, Tanya Melendez has requested to introduce herself and provide other updates to the proposed project at the City Council meeting.

**POTENTIAL OBJECTIONS:** Staff are not aware of objections to this closure.

**STAFF REFERENCE:** Should the City Council have any questions, they may contact Jon Kindseth, who will also be at the City Council meeting.

**RESOLUTION NO. R2024________**

**RESOLUTION AUTHORIZING REAL ESTATE PURCHASE AGREEMENT**
**-CITY OF DECATUR, ILLINOIS-**
**-THE GOOD SAMARITAN INN, AN ILLINOIS NOT-FOR-PROFIT CORPORATION-**
**VACANT PROPERTIES GENERALLY LOCATED SOUTH OF WEST GRAND AVENUE, EAST OF NORTH EDWARD STREET, WEST OF NORTH UNION STREET AND NORTH OF WEST PACKARD STREET**

WHEREAS, the CITY OF DECATUR, ILLINOIS, an Illinois municipal corporation and body politic ("City") is a unit of local government pursuant to Article VII, Section 6 of the Illinois Constitution of 1970; and,

WHEREAS, the City desires to sell the vacant properties generally located South of West Grand Avenue, East of North Edward Street, West of North Union Street and North of West Packard Street per the Real Estate Purchase Agreement.

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

Section 1. That the Real Estate Purchase Agreement attached hereto and marked Exhibit A, and the map marked Exhibit B, between the City and The Good Samaritan Inn, an Illinois not-for-profit corporation, shall be executed and approved.

Section 2. That the City shall be authorized to sell the vacant properties generally located South of West Grand Avenue, East of North Edward Street, West of North Union Street and North of West Packard Street, Decatur, Illinois as per the terms and conditions set forth in the Real Estate Purchase Agreement.

Section 3. That the City Manager and City Clerk or designees be, and they are hereby, authorized and directed to sign any necessary instruments to acquire this property on behalf of the City.

PRESENTED AND ADOPTED this 2nd day of December, 2024.

______________________________
JULIE MOORE WOLFE
MAYOR

ATTEST:

________________________
KIM ALTHOFF
CITY CLERK

Exhibit A

REAL ESTATE PURCHASE AGREEMENT

THIS AGREEMENT ("Agreement") is made and entered into by and between the City of Decatur, Illinois, an Illinois municipal corporation ("City") and The Good Samaritan Inn, an Illinois not-for-profit corporation ("Buyer"), for and in consideration of the mutual covenants and promises and good and valuable consideration contained herein.

RECITALS

WHEREAS, The City is a municipal corporation as set forth in the Illinois Municipal Code, 65 ILCS 5/1-1-1, et. seq.; and,

WHEREAS,The City is a home rule unit under Article VII Section 6(a) of the Illinois Constitution [IL Const. 1970, Art. VII, Sec. 6(a)].; and,

WHEREAS,The City owns real estate ("Property") that is undeveloped and in close proximity to real estate owned and used by Buyer.; and,

WHEREAS,The City Code of the City of Decatur provides in Chapter 33 that the City may dispose of real estate property as the council authorizes or approves.; and,

WHEREAS,The City desires to transfer to Buyer the Property set forth in this Agreement.; and,

WHEREAS,The Buyer desires to purchase from the City the Property set forth in this Agreement for community garden and urban agricultural purposes of growing, cultivating and harvesting fruits, vegetables and other similar type items.

NOW THEREFORE, in consideration of the foregoing recitals, the mutual covenants and agreements hereinafter set forth, and for good and valuable consideration, the receipt, sufficiency and adequacy of which are hereby acknowledged, the parties agree as follows:

Section 1. The foregoing recitals are incorporated herein as fully stated as a part of this Agreement.

Section 2. That the City will have the properties professionally replatted and a legal description developed for the properties with the new legal description used for the deed transfer.

Section 3. City agrees to sell, and Buyer agrees to purchase at the price of Ten Dollars ($10.00) the Property situated in Decatur, Macon County, Illinois and generally described as follows :

> All of J.K. Warren and Company's 7th Addition to the City of Decatur, Illinois, EXCEPT the West 65 feet of Lot 9 of said Addition AND Lots 5, 6, 7, 8, 9, 14, 15, 16, 17 and 18 of J.K. Warren and Company's 8th Addition to the City of Decatur, Illinois.

Section 4. If desired by Buyer, Buyer shall obtain a commitment for an owner's title insurance policy insuring against defects in the merchantability of title up to the value of the purchase price set forth above. Title may be subject to coal and mineral rights if now reserved or conveyed of record and to all easements and building and use restrictions now of record which do not restrict reasonable use. Buyer shall promptly advise City of any claimed defects in title evidence to permit resolution before Settlement. Buyer shall pay all the title fees. Buyer and City shall furnish immediately upon request all information legally required for financing or transfer of title.

Section 5. Buyer shall pay City the purchase price at the time of closing. The closing fees for Settlement shall be paid by Buyer.

Section 6. At Settlement, City shall deliver to Buyer a quitclaim deed to the Property being acquired with a deed restriction as set forth below in Section 11, and subject only to those matters to which the title may be subject as provided above and conveying the benefits of all easements of record prior to the execution of this Agreement, if any. Buyer agrees to pay for the transfer tax stamps, if any applicable, and real estate transfer declaration form and any environmental disclosure requirement documents. Buyer agrees to pay for the cost of recording with the Recorder of Deeds any of the documents necessary to complete the transfer of ownership.

Section 7. Buyer shall be responsible for all Real Estate Taxes accruing subsequent to Settlement date.

Section 8. Buyer shall be entitled to possession of the Property immediately after Settlement.

Section 9. City agrees to zone the Property to a classification that will allow Buyer's use of Property as a community garden and urban agricultural center.

Section 10. If Buyer fails to use Property as agreed for use as a community garden and urban agricultural area within two years of the date of this Agreement, Buyer shall return and transfer to the City the Property acquired under the terms of this Agreement within seven (7) days of demand by the City.

Section 11. The Parties agree that the Property shall be transferred with the following deed restriction which shall be recorded:

> Grantee, and its successors and assigns, ("Grantee") understands, acknowledges, agrees and accepts the Property is **subject to a deed restriction which requires that Grantee use the Property as a community garden and urban agricultural area. If Grantee fails to abide by the conditions and restrictions in this deed, Grantor retains a possibility of reverter for five years from the date of execution of this deed.**

Section 12. Notice given or required in this Agreement, or any addendum must be given in writing in one of the following forms:

i. Personally.

ii. By certified mail, return receipt requested, properly addressed and all charges prepaid; or,

iii. By express delivery with charges prepaid and addressed to the appropriate party at the address set forth below.

All notices shall be deemed to have been received on the date of personal service or on the 3rd day following date postmarked. Notice must be served upon or addressed to any one of the City's or any one of the Buyers personally unless specified otherwise. Notice by any other means is not valid.

| City: | Buyer: |
|---|---|
| City of Decatur | The Good Samaritan Inn |
| City Clerk | Executive Director |
| One Gary K. Anderson Plaza | ______________________________ |
| Decatur, IL 62523 | ______________________________ |

Section 13. City and Buyer represent to each other that each has retained and relied or had the opportunity to retain and rely on its own legal counsel, accountants and other professional advisers in connection with the negotiation, execution, and performance of this Agreement and its consequences, including, without limitation, tax consequences. City and Buyer represent to each other that any such professional fees and expenses incurred, in connection with this Agreement and its performance or in any other regard, shall be the sole obligation of that party, and each party shall pay its own expenses related to this Agreement and performance of its respective obligations hereunder.

Section 14. Where "now" or "this date" is used, the latest date of signing is intended. Time is of the essence in the performance of this agreement. All agreements and warranties of this agreement, unless fully performed, survive the execution and delivery of the deed. The date of this agreement is the latest date of signing.

Section 15. The parties agree that any signed and electronically transmitted copy of this Agreement by the party shall be binding on the parties and enforceable as original, such as (email, pdf, facsimile, etc.).

Section 16. Buyer is advised to review all easements, government regulations and restrictions before entering into this Agreement and to seek legal advice if assistance is required.

Section 17. 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 there being NO ORAL REPRESENTATIONS. Buyer represents that Buyer has been advised by City to consult an attorney prior to signing this Agreement and acknowledges that it has read and understands each and every part of this Agreement.

Section 18. The warranties and agreements contained herein shall extend to and be obligated upon the heirs, executors, administrators, successors, and assigns of the parties hereto.

Section 19. Buyer acknowledges Buyer has inspected the property and is acquainted with the Condition thereof. Buyer accepts the same in AS IS WHERE IS CONTITION, with NO REPRESENTATIONS OR WARRANTIES EITHER WRITTEN OR IMPLIED. BUYER WARRANTS THAT BUYER IS PURCHASING THE PROPERTY ON AN AS IS, WHERE IS BASIS AND ACKNOWLEDGES THAT NEITHER SELLER NOR ANY OF ITS RESPECTIVE AGENTS, EMPLOYEES, OFFICERS OR DIRECTORS MADE ANY WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, EITHER ORAL OR WRITTEN WHETHER OF HABITABILITY, MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, CONDITION OF IMPROVEMENTS, ENVIRONMENTAL CONDITION OR OTHERWISE, AND ANY SUCH WARRANTIES ARE HEREBY DISCLAIMED BY CITY. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, NEITHER CITY, NOR ANY OF ITS AGENTS, EMPLOYEES, OFFICERS OR DIRECTORS MAKES ANY REPRESENTATION OR WARRANTIES RELATING TO, OR ASSUMES ANY LIABILITY FOR INACCURACIES, ERRORS OR OMISSIONS CONTAINED IN ANY MATERIAL PROVIDED TO PURCHASER.

Section 20. By executing this Agreement, Buyer expressly represents and agrees that Buyer is not relying upon any representation, warranty or statement by Seller, its employees, agents, officers, or directors which differs from the disclosures made in this Agreement. Buyer acknowledges that Buyer is not buying any interest in a business or operating entity of any kind by and through this Agreement. Buyer acknowledges that Buyer has not relied upon any representations, warranties, statements or estimates of any nature whatsoever, whether written or oral, made by City or others, including, but not limited to, any relating to the description of the physical condition of the Property, or the dimensions of the Property or any other physical element thereof, the estimated real estate taxes of the Property, the right to any income tax deduction for any real estate taxes or mortgage interest paid by Buyer, or any other data, except as may be specifically represented herein. Buyer has relied on Buyer's own examination and investigation thereof. No person has been authorized to make any representation or warranty on behalf of City.

CITY:

CITY OF DECATUR, ILLINOIS, an Illinois Municipal Corporation

BY:______________________________ DATE:________________________

PRINT NAME______________________

TITLE:____________________________

BUYER:

GOOD SAMARITAN INN, an Illinois Not-for-Profit Corporation

BY:________________________________ DATE:________________________

PRINT NAME_______________________

TITLE:_____________________________

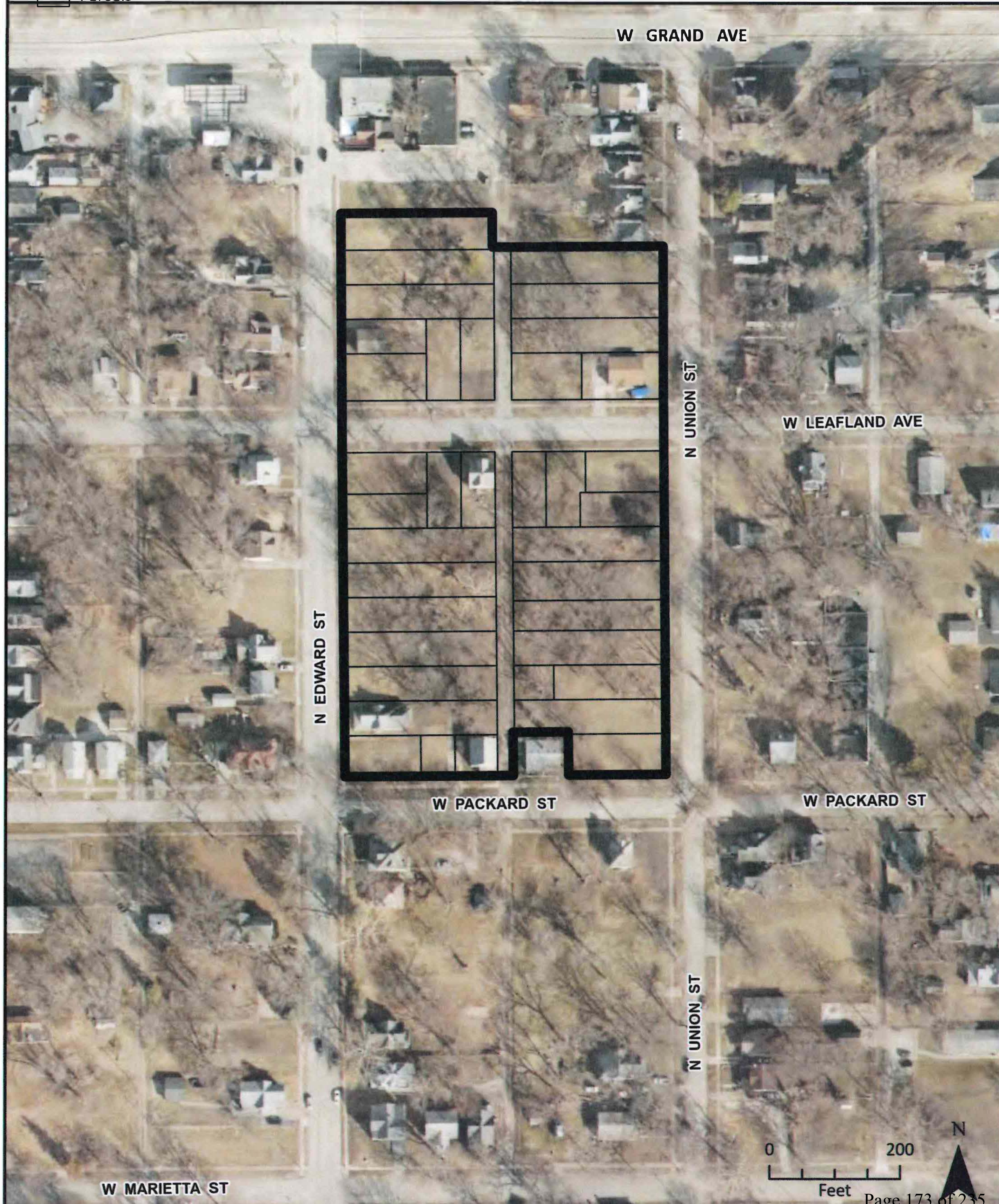
LEGEND

Project Boundary to be transfered

Parcels

# GOOD SAMARITAN PROJECT PHASE ONE

CITY OF DECATUR, IL



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**RESOLUTION NO. R2023- 120**

**RESOLUTION AUTHORIZING THE CITY MANAGER TO NEGOTIATE TERMS AND EXECUTE AN AGREEMENT BETWEEN THE CITY OF DECATUR AND GOOD SAMARITAN INN FOR AN URBAN AG PROJECT**

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

Section 1. That the City Manager is authorized to negotiate terms and execute an agreement between the City of Decatur and Good Samaritan Inn.

Section 2. That the City Manager is hereby, authorized and directed to sign such agreement for an urban ag project.

PRESENTED AND ADOPTED this 5th day of June 2023.

Julie Moore Wolfe
JULIE MOORE WOLFE, MAYOR

ATTEST:

Kim Althoff
KIM ALTHOFF, CITY CLERK

Good Samaritan Inn
GROWING BETTER TOGETHER

Proposal Date: May 25, 2022

# Mercy Gardens Community Development Project

## Overview



## Goals (prioritized)

1. Increase access to fresh, nutrient-dense produce with priority in food deserts
2. Create employment opportunities especially for youth
3. Bring funding in to sustain Mercy Gardens program
4. Beautify and invest in the Old King's Orchard (OKO) neighborhood

## Scope

- Utilization of approx 9 acres of land in the Old King's Orchard neighborhood
- Employ up to 35 youth 25 hours/week for 18 weeks

## Land Prep (Year 1)

- Remove any debris/trash/concrete/rebar etc. from the property
- Remove any trees/foliage that is undesirable
- Possibly remove alleyway to increase plot
- Infuse soil with nutrient-dense soil or compost - requires turning this new soil into the existing soil to diffuse unwanted contaminants
- Add frost-free water access points across land

## Cover Crop (Year 2-3)

- Plant clover or similar cover crop in area to draw more contaminants out of the soil and prepare it for proper growing
- Sample soil quarterly to check progress - repeat if needed a second year
- Construct building/storage structure

## Programming (Year 2-3 and beyond)

**Mercy Gardens Component**

- Participants will prepare, cultivate, plant, weed, and harvest 9 acres of land in the OKO neighborhood
- Other skills possibly gained:
  - Forklift Operation
  - Riding Mower Operation
  - Landscaping/Weed Eating
  - Property Maintenance
- Produce / Plants harvested could be used in several ways:
  - Donated to local food pantries
  - Expand an effort for a free CSA to those in the neighborhoods of the workers and in OKO
  - Produce sold at local farmer's markets (opportunity for customer service experience)
  - Create a "Buy One, Give One" Model - every purchase of a CSA or basket contributes to a CSA or basket sent to a family in need
  - If yield is consistent, participants may be able to sell to restaurants or local distributors like grocery stores or to Central Illinois FarmFED

**Soft Skills Component**

- The program hours will include instruction in other areas to prepare participants for full-time employment including:
  - Financial Literacy
  - Resume Writing
  - Interviewing
  - Obtaining a Bank Account
  - Obtaining a Driver's License
  - Housing & Food Assistance
  - Securing Health Insurance
  - Case Management Services
- This instruction would be conducted by partners already specializing in these services/trainings - See "Partnerships" section below
- Other long-term opportunities
  - As The Good Samaritan Inn grows in its programming, a more comprehensive work experience may be available -possibly even year-round - via their Noon Meal program (serving a hot meal 365/year) and, in the future, via a local eatery owned and operated by Good Samaritan Inn.

**Financial Literacy Component (Stipend with completion bonuses)**

- This is an example of ONE possible structure - we will work with experts in this field to create a comprehensive financial literacy component. Ideally, this will not be managed by us, but via a partnership with another entity already specializing in financial literacy.
    - Equitable Wage Analysis: Hourly at $15/hr
        - Assuming 35 Employees at 25 hours:
            - $13,125/week in wages + $875/week payroll taxes = $14,000 weekly payroll
            - $252,000/season in labor
            - $375 week/worker
        - Ideally we would base our stipend structure on what they would make if they were paid hourly at minimum wage (assuming $15/hr)
            - This number could be adjusted based on financial capability. For example, we could start by growing on a smaller amount of land and hiring less participants and/or reducing hours.
    - Example of payment structure (numbers will change if any of the assumptions above are modified)
        - PAID OUT: $100/week
        - REMAINING:
            - $125/week toward a bank account or approved loan/bill (micro financed through DOVE, for example, or a car payment, cell payment etc)
            - $150/week - held: Every 4 weeks the total earned is deposited into a non-accessible savings account as a completion/performance bonus based on monthly evaluation
                - EXAMPLE: Every 4 weeks participants meet for a short evaluation program on basic workforce skills and, if they meet a positive score, they are paid accordingly.
                    - Example of a Rubric:
                        - $150: Timeliness (shows up to work on time, take only allotted time for breaks, stays a full day etc)
                        - $150: Kind, Courteous, Professional Socialization/Communication: Treat everyone with respect, create a positive atmosphere, no conflicts leading to inappropriate confrontations, refrains from cursing/offensive speech (slurs etc)
                        - $150: Preparedness: shows up in proper attire with anything required for the job; respects and cares for all program equipment, etc
                        - $150: Job effort - performs with a level of effort demonstrating their desire to complete the job properly (whether or not their current skill level actually allows them to excel), receives direction with respect and attention and responds to correction well

        - Held money could also go to something more specific, such as purchasing their own lawn mower or registering for college classes
    - Opportunity to pay into the program $40 ($10/week) to invest in the program and learn about giving back
        - This money could go into a special "pot" used 100% for program expenses or maybe even a staff celebration at the end of the program

## Partnerships

- As a true partnership each group supports the program and lends the resources they already have to create a well-supported operation.
    - Recruitment
        - Participants will come from existing programs already working with those needing workforce/youth development
    - Expertise
        - Provide instruction/programming/follow-up for things listed in the "Workforce Development / Soft Skills Component" section
    - Financial Support
        - Direct Support
        - Co-authoring grants
        - Fundraising
- Possible Workforce Development / Soft Skills Development Partners (none of these institutions are signed on - these are just examples of existing programs and are not an exhaustive list):
        - Local financial institutions
            - First Mid Bank & Trust
            - Land of Lincoln Credit Union
        - Micro Lending Programs
            - DOVE
            - Northeast Community Fund
            - Empowerment Opportunity Center
        - Youth Development Programs
            - Boys & Girls Club
            - Shemilah Outreach Center
            - Old King's Orchard Community Center
            - YMCA
        - Workforce Development Programs
            - Workforce Investment Solutions
            - Decatur Jobs Council
            - Richland Community College
        - Local Businesses/Individuals

## Funding

- Initially, funding for labor costs would have to be provided via outside support including grants, fundraising, and private sponsors
- It is our philosophy that it is better to invest more in less people than to invest less in more people - we want to make a real, lasting impact
- Since it will be several years in the making, we can seek outside investment or structures including outlets to sell the produce to see if we can lessen the financial burden on grants/donations
- Widening the net of organizations and private businesses involved in the project will create more funding opportunities and a more sustainable model
- Over time, the program should help to sustain itself or supplement program costs through some of the strategies listed above under "Mercy Gardens Component"

## Capital Costs

- Tree and Debris Removal
- Top Soil (including tilling it in the soil)
- Seeds
- Water access in multiple locations including frost-free hydrants
- Irrigation system including hoses, sprinklers, timers, etc
- Small building including:
    - Storage for tractor/equipment
    - Prep/wash/pack station for produce
    - Restroom/cooling area
    - Large coolers for produce at 2 different temperatures
    - Dry storage area
- 35HP Tractor with loader
- TX40 Power Harrow
- Delivery Vehicle or Trailer
- Forklift
- Misc. supplies including gloves, eyewear, kneelers, trowels, bags, crates, wagons, wheelbarrows, etc
- OPTIONAL: Greenhouse
- OPTIONAL: Work attire (esp. shoes) for participants

## Measuring Success

- Some metrics of success could include:
    - Completion Rate
    - Employment rate
        - Possibly also keeping a more long-term look like "still employed after 3 or 5 years"
    - Individual attributions of personal growth via stories and testimonials
    - If the program continues long-term, we could consider cross-referencing with crime statistics, employment statistics, and/or truancy or drop-out rates at Decatur Public Schools and Richland Community College
    - Pounds or servings of produce donated and/or households served

City Clerk

**DATE:** 12/2/2024

**MEMO:**

**TO:** Mayor Moore Wolfe
City Council Members

**FROM:** Tim Gleason, City Manager
Jon Kindseth, Deputy City Manager

**SUBJECT:** Resolution Authorizing Real Estate Purchase Agreement Andrew R. Weatherford and Josie D. Luedke-City of Decatur, Illinois-412 S. Franklin Street

**ATTACHMENTS:**

| Description | Type |
|---|---|
| Memo | Cover Memo |
| Resolution | Resolution Letter |
| Map | Backup Material |

# OFFICE OF THE CITY MANAGER

**DATE**: December 2, 2024

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

**FROM**: Tim Gleason, City Manager
Jon Kindseth, Deputy City Manager
Lacie Elzy, Transportation Services Director

**SUBJECT:** Resolution Authorizing Real Estate Purchase Agreement Andrew R. Weatherford and Josie D. Luedke-City of Decatur, Illinois-412 S. Franklin Stret

**RECOMMENDATION:** Staff recommends approval of this Resolution authorizing the purchase and lease back of 412 S. Franklin St.

**BACKGROUND:** The City of Decatur has purchased the following properties, located adjacent to the Transit Campus: 333 E. Macon and 339 E. Washington. We have been working on a Campus Master Plan for the area surrounding the Transit Campus located at 555 E. Wood St that includes acquiring the properties adjacent.

These properties will be used for multiple City Departments including Public Works. Some of the properties will be used for future downtown development projects as they are located in a prominent area.

The purchase of 412 S. Franklin for $105,000 will allow the current owner to lease the property, thus paying the City rent on the building. This will not only benefit the current owner, but the City by recovering some of the funds spent on the purchase.

**STAFF REFERENCE:** Should the City Council have any questions, they may contact Jon Kindseth at 217.450.2323 or jkindseth@decaturil.gov.

**BUDGET/TIME IMPLICATIONS:** There are sufficient funds to cover this acquisition in the current City fiscal year 2024 budget.

**RESOLUTION NO. R2024________**

**RESOLUTION AUTHORIZING REAL ESTATE PURCHASE AGREEMENT**
**-ANDREW R. WEATHERFORD AND JOSIE D. LUEDKE-**
**-CITY OF DECATUR, ILLINOIS-**
**412 S. FRANKLIN STREET**

WHEREAS, the CITY OF DECATUR, ILLINOIS, an Illinois municipal corporation and body politic ("City") is a unit of local government pursuant to Article VII, Section 6 of the Illinois Constitution of 1970; and,

WHEREAS, the City desires to purchase the property located at 412 S. Franklin Street per the Real Estate Purchase Agreement; and,

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

Section 1. That the Real Estate Purchase Agreement attached hereto and marked Exhibit A, between Andrew R. Weatherford and Josie D. Luedke, 412 S. Franklin Street, Decatur, Illinois and the City, shall be executed and approved.

Section 2. That the City Manager shall be authorized to purchase 412 S. Franklin Street, Decatur, Illinois as per the terms and conditions set forth in the Real Estate Purchase Agreement.

Section 3. That the City Manager or designee shall be authorized to negotiate terms and conditions and enter into a lease of the property.

Section 4. That the City Manager and City Clerk or designees be, and they are hereby, authorized and directed to sign any necessary instruments to acquire this property on behalf of the City.

PRESENTED AND ADOPTED this _______day of _______________, 2024.

______________________________
JULIE MOORE WOLFE
MAYOR

ATTEST:

________________________
KIM ALTHOFF
CITY CLERK

Exhibit A

REAL ESTATE PURCHASE AGREEMENT

THIS AGREEMENT ("Agreement") is entered into by and between Andrew R. Weatherford and Josie D. Luedke ("Owner") and the City of Decatur, Illinois, an Illinois municipal corporation ("City").

RECITALS

WHEREAS, The City is a municipal corporation as set forth in the Illinois Municipal Code, 65 ILCS 5/1-1-1, et. seq.; and,

WHEREAS, The City is a home rule unit under Article VII Section 6(a) of the Illinois Constitution (IL Const. 1970, Art. VII, Sec. 6(a)); and,

WHEREAS, Chapter 33 of the City Code of the City of Decatur provides that the City may acquire property and dispose of property as the City Council authorizes or approves; and,

WHEREAS, the Owner owns property located at 412 S. Franklin St., Decatur, Illinois that it desires to transfer to City under the terms of this Agreement.

NOW, THEREFORE, in consideration of the foregoing recitals, the mutual covenants and agreements hereinafter set forth, and for good and valuable consideration, the receipt, sufficiency and adequacy of

which are hereby acknowledged, the parties agree as follows:

Section 1. The foregoing recitals are incorporated herein as fully stated as a part of this Agreement.

Section 2. Subject to the terms and conditions of this Agreement, Owners shall transfer to the City the property located at 412 S. Franklin, Decatur, Illinois ("Property") and legally described as:

> Lot Three (3) in Block Nine (9) of South Addition to the City of Decatur, as per Plat recorded in Book "G", Page 553 of the records in the Recorder's Office of Macon County, Illinois, also commencing at the Southwest corner of said Lot 3 in Block 9 of said Addition, thence East 110 feet, thence South 20 feet, thence West 110 feet, thence North to the place of beginning. (Except coal and other minerals underlying the surface of said land and all rights and easements in favor of the estate of said coal and other minerals). Situated in Macon County, Illinois.

AND

South 15 feet of Lot Four (4) and the South 15 feet of the West 5 feet of Lot Five (5) in Block Nine (9) of South Addition to Decatur as per Plat recorded in Book “G”, Page 553 of the records in the Recorder’s Office of Macon County, Illinois, and also commencing at the Southwest corner of said Lot 4, thence South 20 feet, thence East 55 feet, thence North 20 feet, thence West 55 feet to the place of beginning. (Except coal and other minerals underlying the surface of said land and all rights and easements in favor of the estate of said coal and other minerals). Situated in Macon County, Illinois.

An easement for ingress and egress over and across the North 105 feet of Lot 4 and the North 105 feet of the West 5 feet of Lot 5 in Book 9 of South Addition to Decatur, as Per Plat recorded in Book “G”, Page 553 of the records in the Recorder’s Office of Macon County, Illinois, 25 feet in width from North to South for access to the South 15 feet of Lot 4 and the South 15 feet of the West 5 feet of Lot 5 in Block 9 of South Addition to Decatur, as per Plat recorded in Book “G” on Page 553 of the records in the Recorder’s Office of Macon County, Illinois.

All situated in Macon County, Illinois, PIN number 04-12-14-306-002 together with all improvements thereon and the appurtenances and fixtures thereto belonging to Owners under the terms set forth in this Agreement.

Section 3. City shall pay to Owner the sum of One Hundred Five Thousand Dollars ($105,000) for purchase of the Property, together with all improvements thereon and the appurtenances and fixtures thereto, said monies to be paid to Owner at time of settlement at First IL Title Group.

Section 4. Owner shall order from First IL Title Group a Commitment for an Owner's Title Insurance Policy and shall furnish said Commitment to the City for an Owner's Title Policy insuring against defects in merchantability of title up to the value of the purchase price set forth above for the property. The City shall provide to Owner in writing within a reasonable time after receipt of the Commitment for Owner's Title Insurance Policy and prior to settlement, any objection it may have thereto. Owner shall have a reasonable time to cure any objection interfering with or impairing the merchantability of the title to said Property. If Owner is unable to cure any such objection and Owner, at its sole expense, is unable to procure a title policy insuring over the same, then the City shall have the option of terminating this Agreement. This Agreement is expressly contingent upon Owner providing good and merchantable title to the Property. At settlement, Owner shall deliver to City a warranty deed to the Property in such form and together with such documentation as shall be required for recording said deed concurrently with the closing of this transaction, which shall be held no later than December 31, 2024 at First IL Title Group, or at such other time and place as the parties hereto mutually agree. Owner and City agree to each pay one-half of the costs for transfer tax stamps, the cost of recording with the Recorder of Deeds any of the documents necessary to complete the transfer of ownership and any other additional documents required. Owner shall be responsible for all Real Estate Taxes due and owning and/or accruing prior to Settlement Date.

Buyer agrees to cooperate should Seller elect to sell the premises as part of a like-kind exchange under IRC Section 1031. Seller's contemplated exchange shall not impose upon Buyer any additional liability or financial obligation, and Seller agrees to hold Buyer harmless from any liability that might arise from such exchange. This Contract is not subject to or contingent upon Seller's ability to acquire suitable exchange property or effectuate an exchange. In the event any exchange contemplated by Seller should fail to occur, for whatever reason, the sale of the premises shall nonetheless be consummated as provided herein. Assignment of this contract for any reason, including in relation to a like-kind exchange, shall not relieve Seller of the obligations undertaken hereunder.

Section 5. 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:

| OWNER: | CITY: |
|---|---|
| Andrew R.Weatherford and<br>Josie D. Luedke<br>543 Lauren Lane<br>Forsyth, IL 62535 | City of Decatur<br>City Manager<br>One Gary K. Anderson Plaza<br>Decatur, IL 62523-1196 |

Section 6. Owner warrants that to the best of its knowledge, information and belief, there are no underground storage tanks of any kind located upon the property they currently own. Owner and City represent to each other that each has retained and relied or had the Opportunity to retain and rely on its own legal counsel, accountants and other professional advisers in connection with the negotiation, execution, and performance of this Agreement and its consequences, including, without limitation, tax consequences. Owner and City represent to each other that any such professional fees and expenses incurred in connection with this Agreement and its performance or in any other regard, shall be the sole obligation of that party, and each party shall pay its own expenses related to this Agreement and performance of its respective obligations hereunder.

Section 7. Each signator to this Agreement warrants and represents that such signator is duly authorized to execute this Agreement on behalf of the party for who the Agreement is signed.

Section 8. Owner and City acknowledge and agree that this purchase is for a governmental purpose and that this Agreement is expressly contingent upon approval by the Decatur City Council.

Section 9. This is an enforceable Agreement placing specific obligations on the City and Owner. Either Party is entitled to all legal remedies available under law or equity, including suit for specific performance or damages.

Section 10. Time shall be considered to be of the essence of this Agreement.

Section 11. 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 there being NO ORAL REPRESENTATIONS. Owner represents and acknowledges that it has read and understands each and every part of this Agreement.

Section 12. The warranties and agreements contained herein shall extend to and be obligated upon the parties respective agents, representatives, officers, transferees, heirs, executors, administrators, successors, and assigns of the parties hereto.

Section 13. 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.

Section 14. By executing this Agreement, Owner expressly represents and agrees that it is not relying upon any representation, warranty or statement by City, its employees, agents, officers, or directors which differs from the disclosures made in this Agreement. No person has been authorized to make any representation or warranty on behalf of City.

IN WITNESS WHEREOF, the parties have executed this Agreement the day and year appearing opposite their signatures below.

| | |
|---|---|
| CITY OF DECATUR, ILLINOIS | ANDREW R. WEATHERFORD<br>JOSIE D. LUEDKE |
| By:______________________________ | By:____________________________ |
| Date:_____________________________ | Date:__________________________ |
| | By:____________________________ |
| | Date:__________________________ |

# LAND TO BE ACQUIRED
# BETWEEN WOOD AND DECATUR STREETS
CITY OF DECATUR, IL

Public Works

**DATE:** 11/14/2024

**MEMO:** 2024-181

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

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

**SUBJECT: Ordinance Annexing Territory –3433 North Taylor Avenue**

**SUMMARY RECOMMENDATION:**
Staff recommends that the following Ordinance annexing territory 3433 North Taylor Avenue be approved.

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

**POTENTIAL OBJECTIONS:** None

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

**ATTACHMENTS:**

| Description | Type |
|---|---|
| Ordinance Annexing Territory 3433 North Taylor Avenue | Ordinance |

**ORDINANCE NO. ____________**

**ORDINANCE ANNEXING TERRITORY**
**3433 NORTH TAYLOR AVENUE**

---

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

> THE NORTH 116 FEET OF THE SOUTH 232 FEET OF LOTS 1 AND 2 OF GUSTIN'S $4^{TH}$ SUBDIVISION AS PER PLAT RECORDED IN BOOK 745 AT PAGE 167 OF THE RECORDS IN THE RECORDER'S OFFICE OF MACON COUNTY, ILLINOIS, EXCEPT THE WEST 100 FEET THEROF, SITUATED IN MACON COUNTY, ILLINOIS.
>
> PIN# 07-07-33-177-019

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

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

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

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

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

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

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

PRESENTED, PASSED, APPROVED AND RECORDED this 2nd day of December 2024.

________________________________________

JULIE MOORE WOLFE, MAYOR

ATTEST:

____________________________________

KIM ALTHOFF, CITY CLERK

## PETITION FOR ANNEXATION

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

The undersigned, under oath, respectfully represents as follows:

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

   LINDA R. WEINMAN

6. That the petitioner(s) request(s) that the City of Decatur, annex the property commonly described as 3433 North Taylor Avenue, and legally described as follows:

   THE NORTH 116 FEET OF THE SOUTH 232 FEET OF LOTS 1 AND 2 OF GUSTIN'S 4TH SUBDIVISION AS PER PLAT RECORDED IN BOOK 745 AT PAGE 167 OF THE RECORDS IN THE RECORDER'S OFFICE OF MACON COUNTY, ILLINOIS, EXCEPT THE WEST 100 FEET THEROF. SITUATED IN MACON COUNTY, ILLINOIS.

PIN #_07-07-33-177-019__

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

| SIGNATURE | PRINTED NAME | STREET ADDRESS, CITY, STATE |
|---|---|---|
| Linda R. Weinman | LINDA R. WEINMAN | 3433 N. TAYLOR |
| | | |
| | | |
| | | |

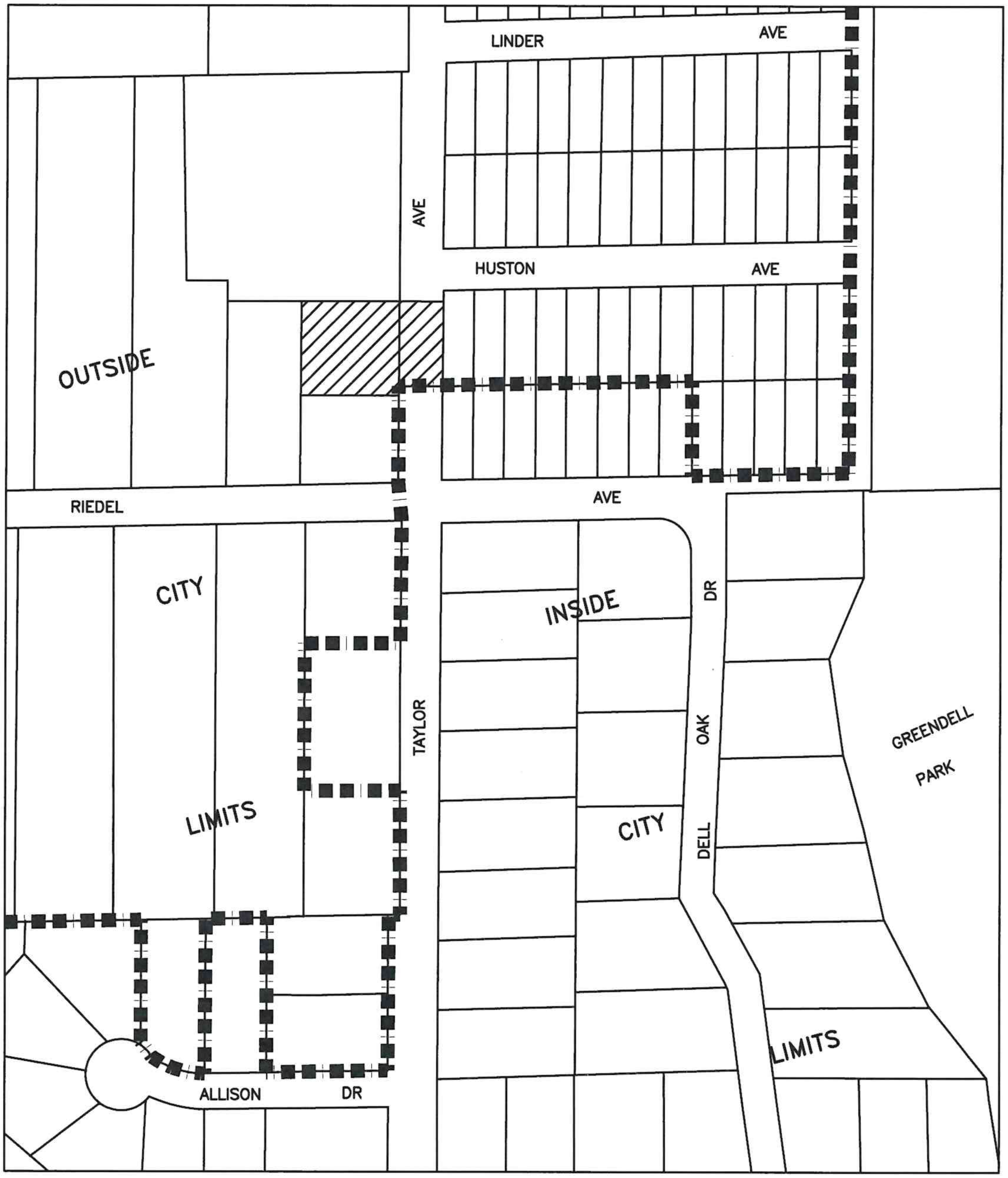
Signed and sworn to before me this 12th day of November, 2024

Emily L Burnett
Notary Public

"OFFICIAL SEAL"
EMILY L BURNETT
NOTARY PUBLIC, STATE OF ILLINOIS
MY COMMISSION EXPIRES 05-30-2027

(Rev. 12/2014)

K:\Common\CVCPW\Annexations\Forced Annexations\2024 Annexations\Forced\3433 North Taylor Avenue\3433 N Taylor Plat.dwg




# PLAT OF TERRITORY ANNEXED TO THE CITY OF DECATUR, ILLINOIS

## 3433 N TAYLOR AVENUE

indicates territory annexed

indicates existing corporate limits

0.48± acres

AREA 0.00075± sq. miles

107± lin. ft. of public road

SOUTH WHEATLAND township

N.T.S.

MATTHEW C. NEWELL 062.048941 REGISTERED PROFESSIONAL ENGINEER OF ILLINOIS

11-20-24

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

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

ORDINANCE NO: ____________

Exhibit B

DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION

DATE: ____________

**DATE:** 11/15/2024

**MEMO:** 2024-183

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

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

**SUBJECT:**
**Ordinance Annexing Territory –2250/2270 South Shores Drive**

**SUMMARY RECOMMENDATION:**
Staff recommends that the following Ordinance annexing territory 2250/2270 South Shores Drive be approved.

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

**POTENTIAL OBJECTIONS:** None

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

**ATTACHMENTS:**

| Description | Type |
|---|---|
| Ordinance Annexing Territory 2250/2270 South Shores Drive | Ordinance |

**ORDINANCE NO. ___________**

**ORDINANCE ANNEXING TERRITORY**
**2250/2270 SOUTH SHORES DRIVE**

---

WHEREAS, there having been filed with the City Clerk, and by said Clerk presented to the Council herewith and attached as Exhibit A, the petition under oath of Richard H. Lee, Sharon M. Lee and Steve Garner, requesting that there be annexed to the City territory described as:

THE EAST 108 FEET OF THE WEST 341.1 FEET OF THE FOLLOWING DESCRIBED PROPERTY:

BEGINNING AT THE SOUTHEAST CORNER OF THE SOUTHWEST ONE-QUARTER(SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION TWENTY-FIVE (25), TOWNSHIP SIXTEEN (16) NORTH, RANGE TWO (2) EAST OF THE THIRD PRINCIPAL MERIDIAN, THENCE WEST, ALONG AND UPON THE SOUTH LINE OF SAID SECTION 25 TO A POINT 373 FEET EAST OF THE SOUTHWEST CORNER OF THE SOUTHWEST ONE-QUARTER (SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION 25; THENCE NORTH 198.1 FEET TO A POINT 966.1 FEET WEST OF THE EAST LINE OF THE SOUTHWEST ONE-QUARTER (SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION 25; THENCE EAST 966.1 FEET TO A POINT 205 FEET NORTH OF THE PLACE OF BEGINNING; THENCE SOUTH 205 FEET TO THE PLACE OF BEGINNING.

THE EAST 108.1 FEET OF THE WEST 233.1 FEET OF THE FOLLOWING DESCRIBED TRACT LOCATED ON SOUTH SHORES DRIVE, DECATUR, ILLINOIS.

BEGINNING AT THE SOUTHEAST CORNER OF THE SOUTHWEST ONE-QUARTER(SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION TWENTY-FIVE (25), TOWNSHIP SIXTEEN (16) NORTH, RANGE TWO (2) EAST OF THE THIRD PRINCIPAL MERIDIAN, THENCE WEST, ALONG AND UPON THE SOUTH LINE OF SAID SECTION 25 TO A POINT 373 FEET EAST OF THE SOUTHWEST CORNER OF THE SOUTHWEST ONE-QUARTER (SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION 25; THENCE NORTH 198.1 FEET TO A POINT 966.1 FEET WEST OF THE EAST LINE OF THE SOUTHWEST ONE-QUARTER (SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION 25; THENCE EAST 966.1 FEET TO A POINT 205 FEET NORTH OF THE PLACE OF BEGINNING; THENCE SOUTH 205 FEET TO THE PLACE OF BEGINNING.

THE EAST 108 FEET OF THE WEST 449.1 FEET OF THE FOLLOWING DESCRIBED TRACT LOCATED ON SOUTH SHORES DRIVE, DECATUR, ILLINOIS.

BEGINNING AT THE SOUTHEAST CORNER OF THE SOUTHWEST ONE-QUARTER(SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION TWENTY-FIVE (25), TOWNSHIP SIXTEEN (16) NORTH, RANGE TWO (2) EAST OF THE THIRD PRINCIPAL MERIDIAN, THENCE WEST, ALONG AND UPON THE SOUTH LINE OF SAID SECTION 25 TO A POINT 373 FEET EAST OF THE SOUTHWEST CORNER OF THE SOUTHWEST ONE-QUARTER (SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION 25; THENCE NORTH 198.1 FEET TO A POINT 966.1 FEET WEST OF THE EAST LINE OF THE SOUTHWEST ONE-QUARTER (SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION 25; THENCE EAST 966.1 FEET TO A POINT 205 FEET NORTH OF THE PLACE OF BEGINNING; THENCE SOUTH 205 FEET TO THE PLACE OF BEGINNING.

PIN# 17-12-25-453-019

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

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

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

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

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

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

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

PRESENTED, PASSED, APPROVED AND RECORDED this 2nd day of December 2024.

________________________________________

JULIE MOORE WOLFE, MAYOR

ATTEST:

________________________________________

KIM ALTHOFF, CITY CLERK

***RESIDENTIAL - OCCUPIED***

# PETITION FOR ANNEXATION

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

The undersigned, under oath, respectfully represents as follows:

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

   STEVEN GARNER

6. That the petitioner(s) request(s) that the City of Decatur, annex the property commonly described as 2250/2270 South Shores Drive, and legally described as follows:

   THE EAST 108 FEET OF THE WEST 341.1 FEET OF THE FOLLOWING DESCRIBED PROPERTY:

   BEGINNING AT THE SOUTHEAST CORNER OF THE SOUTHWEST ONE-QUARTER(SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION TWENTY-FIVE (25), TOWNSHIP SIXTEEN (16) NORTH, RANGE TWO (2) EAST OF THE THIRD PRINCIPAL MERIDIAN, THENCE WEST, ALONG AND UPON THE SOUTH LINE OF SAID SECTION 25 TO A POINT 373 FEET EAST OF THE SOUTHWEST CORNER OF THE SOUTHWEST ONE-QUARTER (SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION 25; THENCE NORTH 198.1 FEET TO A POINT 966.1 FEET WEST OF THE EAST LINE OF THE SOUTHWEST ONE-QUARTER (SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION 25; THENCE EAST 966.1 FEET TO A POINT 205 FEET NORTH OF THE PLACE OF BEGINNING; THENCE SOUTH 205 FEET TO THE PLACE OF BEGINNING.

   THE EAST 108.1 FEET OF THE WEST 233.1 FEET OF THE FOLLOWING DESCRIBED TRACT LOCATED ON SOUTH SHORES DRIVE, DECATUR, ILLINOIS.

   BEGINNING AT THE SOUTHEAST CORNER OF THE SOUTHWEST ONE-QUARTER(SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION TWENTY-FIVE (25), TOWNSHIP SIXTEEN (16) NORTH, RANGE TWO (2) EAST OF THE THIRD PRINCIPAL MERIDIAN, THENCE WEST, ALONG AND UPON THE SOUTH LINE OF SAID SECTION 25 TO A POINT 373 FEET EAST OF THE SOUTHWEST CORNER OF THE SOUTHWEST ONE-QUARTER (SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION 25; THENCE NORTH 198.1 FEET TO A POINT 966.1 FEET WEST OF THE EAST LINE OF THE SOUTHWEST ONE-QUARTER (SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION 25; THENCE EAST 966.1 FEET TO A POINT 205 FEET NORTH OF THE PLACE OF BEGINNING; THENCE SOUTH 205 FEET TO THE PLACE OF BEGINNING.

   THE EAST 108 FEET OF THE WEST 449.1 FEET OF THE FOLLOWING DESCRIBED TRACT LOCATED ON SOUTH SHORES DRIVE, DECATUR, ILLINOIS.

   BEGINNING AT THE SOUTHEAST CORNER OF THE SOUTHWEST ONE-QUARTER(SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION TWENTY-FIVE (25), TOWNSHIP SIXTEEN (16) NORTH, RANGE TWO (2) EAST OF THE THIRD PRINCIPAL MERIDIAN, THENCE WEST, ALONG AND UPON THE SOUTH LINE OF SAID SECTION 25 TO A POINT 373 FEET EAST OF THE SOUTHWEST CORNER OF THE SOUTHWEST ONE-QUARTER (SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION 25; THENCE NORTH 198.1 FEET TO A POINT 966.1 FEET WEST OF THE EAST LINE OF THE SOUTHWEST ONE-QUARTER (SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION 25; THENCE EAST 966.1 FEET TO A POINT 205 FEET NORTH OF THE PLACE OF BEGINNING; THENCE SOUTH 205 FEET TO THE PLACE OF BEGINNING.

PIN #_17-12-25-453-019_

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

| SIGNATURE | PRINTED NAME | STREET ADDRESS, CITY, STATE |
|---|---|---|
| Richard H Lee | RICHARD H. LEE | 1295 W. MASTERS LN |
| | | DECATUR IL 62521 |
| Sharon M. Lee | SHARON M. LEE | 1295 W. MASTERS LN |
| | | DECATUR IL 62521 |

Signed and sworn to before me this 15 day of November, 2024

Notary Public

(Rev. 12/2014)

BRIAN M BEUBE
OFFICIAL SEAL
Notary Public - State of Illinois
My Commission Expires
April 19, 2026

NOTARY PUBLIC STATE OF ILLINOIS

Exhibit A

# PETITION FOR ANNEXATION

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

The undersigned, under oath, respectfully represents as follows:

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

______________________________________________________________________

______________________________________________________________________

6. That the petitioner(s) request(s) that the City of Decatur, annex the property commonly described as 2250/2270 South Shores Drive, and legally described as follows:

THE EAST 108 FEET OF THE WEST 341.1 FEET OF THE FOLLOWING DESCRIBED PROPERTY:

BEGINNING AT THE SOUTHEAST CORNER OF THE SOUTHWEST ONE-QUARTER(SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION TWENTY-FIVE (25), TOWNSHIP SIXTEEN (16) NORTH, RANGE TWO (2) EAST OF THE THIRD PRINCIPAL MERIDIAN, THENCE WEST, ALONG AND UPON THE SOUTH LINE OF SAID SECTION 25 TO A POINT 373 FEET EAST OF THE SOUTHWEST CORNER OF THE SOUTHWEST ONE-QUARTER (SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION 25; THENCE NORTH 198.1 FEET TO A POINT 966.1 FEET WEST OF THE EAST LINE OF THE SOUTHWEST ONE-QUARTER (SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION 25; THENCE EAST 966.1 FEET TO A POINT 205 FEET NORTH OF THE PLACE OF BEGINNING; THENCE SOUTH 205 FEET TO THE PLACE OF BEGINNING.

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THE EAST 108 FEET OF THE WEST 449.1 FEET OF THE FOLLOWING DESCRIBED TRACT LOCATED ON SOUTH SHORES DRIVE, DECATUR, ILLINOIS.

BEGINNING AT THE SOUTHEAST CORNER OF THE SOUTHWEST ONE-QUARTER(SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION TWENTY-FIVE (25), TOWNSHIP SIXTEEN (16) NORTH, RANGE TWO (2) EAST OF THE THIRD PRINCIPAL MERIDIAN, THENCE WEST, ALONG AND UPON THE SOUTH LINE OF SAID SECTION 25 TO A POINT 373 FEET EAST OF THE SOUTHWEST CORNER OF THE SOUTHWEST ONE-QUARTER (SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION 25; THENCE NORTH 198.1 FEET TO A POINT 966.1 FEET WEST OF THE EAST LINE OF THE SOUTHWEST ONE-QUARTER (SW ¼ ) OF THE SOUTHEAST ONE-QUARTER (SE ¼ ) OF SECTION 25; THENCE EAST 966.1 FEET TO A POINT 205 FEET NORTH OF THE PLACE OF BEGINNING; THENCE SOUTH 205 FEET TO THE PLACE OF BEGINNING.

PIN #_17-12-25-453-019_

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

| **SIGNATURE** | **PRINTED NAME** | **STREET ADDRESS, CITY, STATE** |
|---|---|---|
| Steve Casner | Steven Casner | 2270 South Shores Dr. |
| | | Decatur, IL 62521 |
| | | |
| | | |

Signed and sworn to before me this 15th day of November, 2024

Notary Public

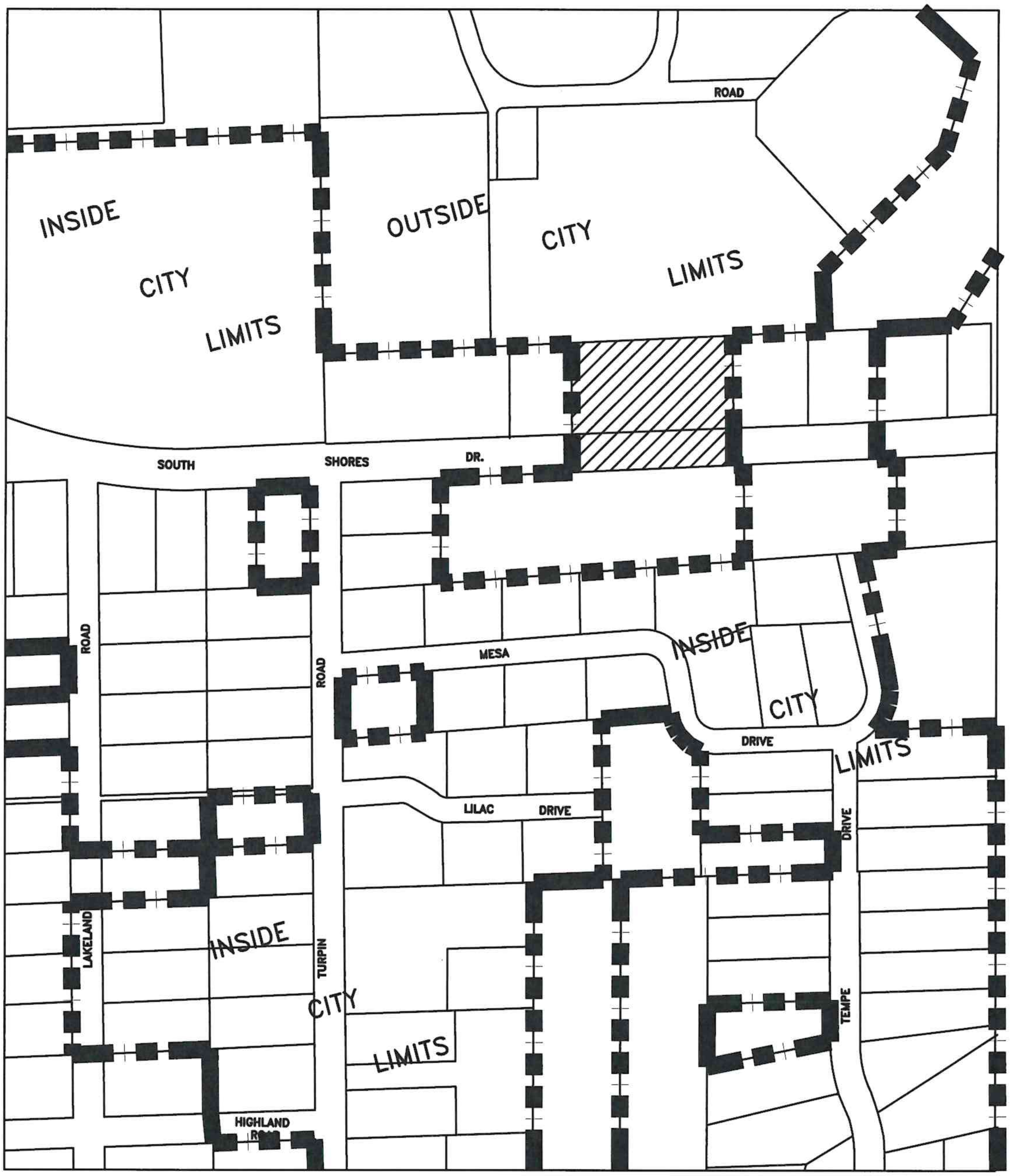
(Rev. 12/2014)

BRIAN M BEUBE
OFFICIAL SEAL
Notary Public - State of Illinois
My Commission Expires
April 19, 2026

NOTARY PUBLIC STATE OF ILLINOIS

Exhibit A

K:\Common\CVCPW\Annexations\Forced Annexations\2024 Annexations\Forced\2250 or 2270 South Shores Drive\2250 South Shores Dr Plat.dwg




**PLAT OF TERRITORY ANNEXED TO THE CITY OF DECATUR, ILLINOIS**

2250/2270 SOUTH SHORES DRIVE

indicates territory annexed

indicates existing corporate limits

1.50± acres

AREA 0.00234± sq. miles

330± lin. ft. of public road

SOUTH WHEATLAND township

N.T.S.

MATTHEW C. NEWELL
062-048941
REGISTERED
PROFESSIONAL
ENGINEER
OF
ILLINOIS

11-20-24

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

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

**ORDINANCE NO:** ______________

**DEPARTMENT OF PUBLIC WORKS**
**ENGINEERING DIVISION**

Exhibit B

**DATE:** ______________

Public Works

**DATE:** 11/22/2024

**MEMO:** 2024-182

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

**FROM:** **Tim Gleason, City Manager**
**Matt Newell, P.E., Public Works Director**
**Robert Weil, Water Production Manager**
**Jennifer Gunter, Watershed and Lake Manager**

**SUBJECT:**
**Resolution Accepting the Bid from Eric Vieback & Son Excavating & Trucking Inc., for the Lake Decatur North Wetland Project**

**SUMMARY RECOMMENDATION:**
It is recommended that the City Council approve the attached resolution accepting the bid and authorizing the execution of a purchase order with Eric Vieback & Son Excavating & Trucking Inc. for the construction of a wetland to control nutrients, sediment and erosion for not to exceed cost to the City of $98,130.00.

**BACKGROUND:**
The City's 2021 Watershed Management Plan is designed to significantly reduce Lake Decatur sedimentation and improve the lake's water quality through watershed conservation. City staff manage the watershed conservation efforts in-house with the assistance of Northwater Consulting, the City's Watershed Management Plan consultant. This project was identified in the Bluff's Watershed Plan that was completed by Northwater Consulting Inc. The two wetlands to be constructed are located off Star Route Road in Oakley Township. This site is the former mobilization site used for dredging operations and is still actively used for lake management operations.

**Public Letting Results**
The project specifications were prepared by Northwater Consulting and the Public Works Department with the project bid by the Purchasing Department. The results from the letting are as follows:

| **Bidder** | **Total Bid** |
|---|---|

| | |
|---|---|
| **Eric Vieback &Son Excavating and Trucking, Inc.** | **98,130.00** |
| Entler Excavating Co. Inc. | 228,340.00 |

The low bidder, Eric Vieback & Son Excavating and Trucking, Inc., from Pana, IL, is a father and son excavating business that specializes in agriculture drainage projects. Eric Vieback & Son Excavating and Trucking, Inc. has completed multiple projects of this type for the City under landowner agreements with the watershed improvements.

The two wetlands will be constructed on City property and are expected to result in these reductions over the 20-year life of the project:

**Wetland #1**

| | |
|---|---|
| Sediment | 596 Tons |
| Nitrogen | 3,680 pounds |
| Phosphorus | 678 pounds |

**Wetland #2**

| | |
|---|---|
| Sediment | 140 Tons |
| Nitrogen | 256 pounds |
| Phosphorus | 68 pounds |

## MINORITY PARTICIPATION GOALS:

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

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

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

Subcontracting is not a requirement for City Projects. Eric Vieback & Son Excavating and Trucking, Inc. requested a waiver from the City's Minority Business Enterprise (MBE) requirements as they are expecting to self-perform 100% of the work. Eric Vieback & Son Excavating and Trucking, Inc.

also requested a waiver from the 18% total hours worked on the project as all work will be performed by owners of the company and no outside labor will be used. City staff confirmed with the Contractor that if any outside labor is used, they then must make a good faith effort to meet the 18% minority labor requirement.

**SCHEDULE:**

Work on this project is expected to start in December 2024 and will be completed by May 31, 2025 depending on weather conditions.

**PRIOR COUNCIL ACTION:**

1. **September 25, 2023** – Study session in which the Mayor and City Council received a briefing on the watershed protection program.
2. **January 11, 2024** – Council reaffirmed Priority Goal #6, **Collaborate with others in ensuring integrated and wholistic management of city-owned open spaces, transportation corridors, and especially Lake Decatur**. Key Implementation Strategy #2 for this goal was also reaffirmed: **Implement recommendations of a Lake Management Plan so that the quantity of sediment, silt and nitrates entering Lake Decatur is significantly reduced, and adopt other strategies designed to assure good water quality and watershed protection.**

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

**INPUT FROM OTHER SOURCES:**
The project was designed by Northwater Consulting Inc. in Springfield, Illinois.

**STAFF REFERENCE:** Matt Newell, Public Works Director, Robert Weil, Water Production Manager, Jennifer Gunter, Watershed and Lake Manager. Matt Newell will attend the City Council meeting to answer any questions of the Council on this item. This memorandum was written by Jennifer Gunter, Watershed and Lake Manager.

**BUDGET/TIME IMPLICATIONS:**
**Budget Impact:** These projects are funded by the Water Lake Capital Budget - Watershed Management.

**ATTACHMENTS:**

| Description | Type |
| --- | --- |
| Resolution Accepting the Bid from Eric Vieback & Son Excavating & Trucking Inc., for the Lake Decatur North Wetland Project | Resolution Letter |
| Location Map | Backup Material |

**RESOLUTION NO. ___________**

**RESOLUTION ACCEPTING THE BID FROM ERIC VIEBACK & SON EXCAVATING & TRUCKING, INC., FOR THE LAKE DECATUR NORTH WETLAND PROJECT**

---

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

Section 1. That the tabulation of bids received for the Lake Decatur North Wetland Project, presented herewith as Exhibit A and made a part hereof be, and it is hereby, received and placed on file.

Section 2. That the bid of Eric Vieback & Son Excavating & Trucking Inc. in the amount of $98,130.00 be accepted and a purchase order be 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 Eric Vieback & Son Excavating & Trucking, Inc., for their bid price of $98,130.00.

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

PRESENTED and ADOPTED this 2nd day of December 2024.

_______________________________
Julie Moore Wolfe, Mayor

Attest:

_______________________________
Kim Althoff, City Clerk

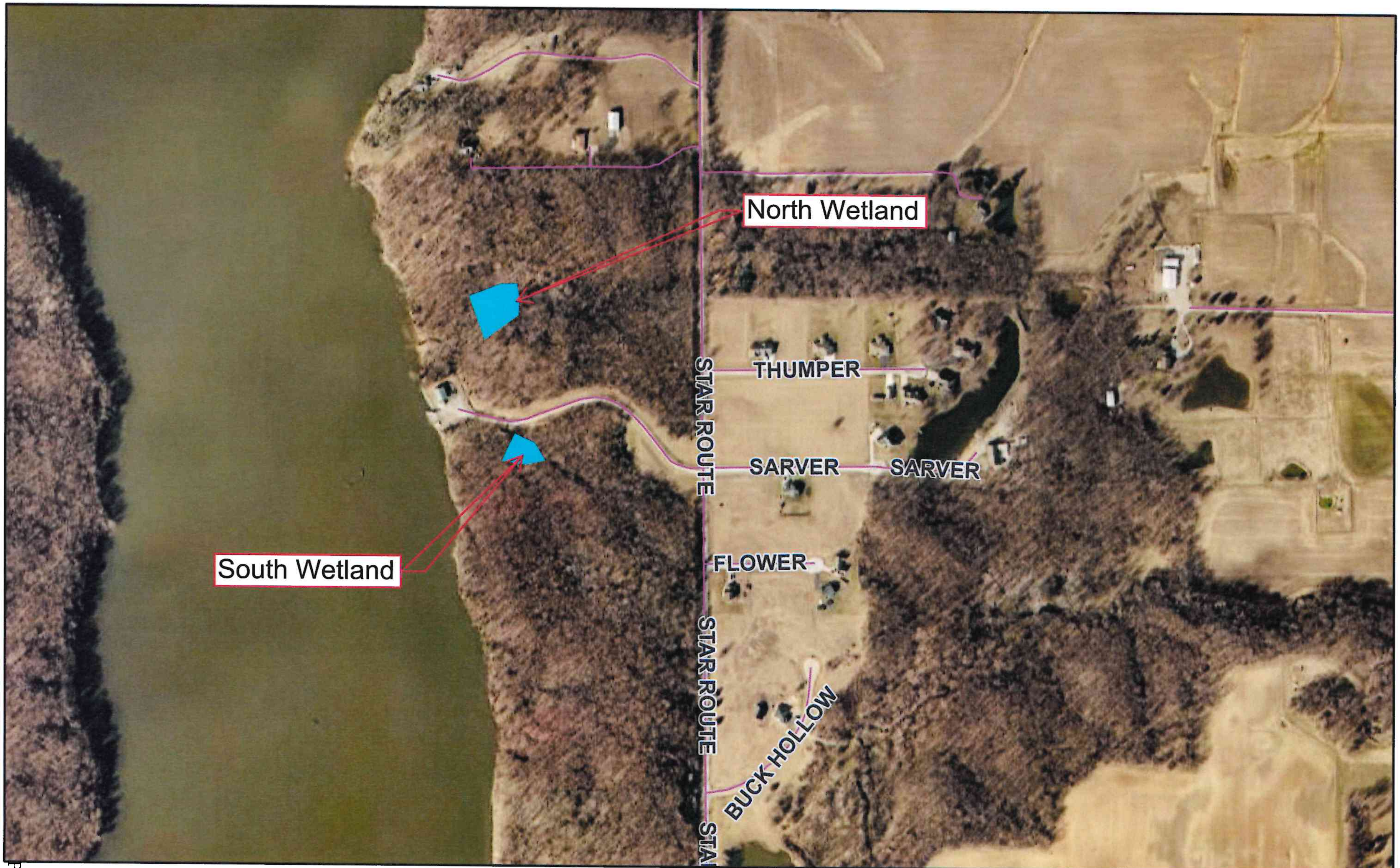
EXHIBIT A

| Project Name: PUR2024-14<br>Lake Decatur North Wetland Project<br>Bid Date: November 13, 2024<br>Time: 10:00 a.m. | | | | Eric Vieback & Son<br>Excavating & Trucking<br>Pana, IL | | Entler Excavating, Inc<br>Decatur, IL | |
|---|---|---|---|---|---|---|---|
| | **Description** | **QTY.** | **Unit** | **Unit Price** | **Total** | **Unit Price** | **Total** |
| | North Wetland | 1 | ea | $51,145.00 | $51,145.00 | $108,000.00 | $108,000.00 |
| | South Wetland | 1 | ea | $46,985.00 | $46,985.00 | $120,340.00 | $120,340.00 |
| | | | | | | | |
| | | | | | | | |

**TOTAL** $98,130.00 $228,340.00

No bid: Robinson Bulldozing, Inc.

# Lake Decatur North Wetland Project




11/18/2024, 8:52:25 AM

Streets

1:9,028

0 0.05 0.1 0.2 mi

0 0.07 0.15 0.3 km

Macon County GIS

Used for Assessment purposes only. Does not replace a legal survey.

**ATTACHMENTS:**

| Description | Type |
| --- | --- |
| An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2014 Series Bonds | Ordinance |

**ORDINANCE NO. 2024 -**

**AN ORDINANCE ABATING THE PROPERTY TAX LEVY FOR THE CITY OF DECATUR, ILLINOIS FOR GENERAL OBLIGATION 2014 SERIES BONDS**

WHEREAS, by Ordinance No. 2014-04 passed and adopted on February 3, 2014, the City Council of the City of Decatur, Illinois, caused general obligation refunding bonds of the City to be issued and did levy therein certain sums to pay principal and interest on said bonds; and

WHEREAS, funds other than those raised by general taxation have or will become available to timely pay such principal and interest as the same become due in fiscal year commencing January 1, 2025 and ending December 31, 2025.

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

**Section 1.** That the following tax levies for interest on and principal of the indicated bonds for the year commencing January 1, 2025 and ending December 31, 2025, be, and the same are hereby abated as follows:

| Ordinance No and Bond Issue | Ordinance Tax Levy | Abatement | Net Tax Levy |
|---|---|---|---|
| 2014-04 GO Bond Series 2014 | 1,872,537.50 | 1,872,537.50 | 0.00 |
| | | | |

**Section 2.** That the County Clerk of the County of Macon, Illinois, be, and is hereby authorized and directed to fully abate said levy and to extend the same as so abated for the 2024 assessed value year with property tax payable in 2025.

**Section 3.** That the City Clerk be, and is hereby authorized and directed to cause a certified copy of this Ordinance to be filed with the County Clerk of the County of Macon, Illinois.

PRESENTED, ADOPTED AND RECORED this 2nd day of December, 2024.

______________________________
Julie Moore Wolfe, Mayor

ATTEST:

______________________________
Kimberly Althoff, City Clerk

**ATTACHMENTS:**

| Description | Type |
|---|---|
| An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2015 Series Bonds | Ordinance |

**ORDINANCE NO. 2024 -**

**AN ORDINANCE ABATING THE PROPERTY TAX LEVY FOR THE CITY OF DECATUR, ILLINOIS FOR GENERAL OBLIGATION 2015 SERIES BONDS**

WHEREAS, by Ordinance No. 2015-36 passed and adopted on August 17, 2015, the City Council of the City of Decatur, Illinois, caused general obligation bonds of the City to be issued and did levy therein certain sums to pay principal and interest on said bonds; and

WHEREAS, funds other than those raised by general taxation have or will become available to timely pay such principal and interest as the same become due in fiscal year commencing January 1, 2025 and ending December 31, 2025.

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

**Section 1.** That the following tax levies for interest on and principal of the indicated bonds for the year commencing January 1, 2025 and ending December 31, 2025, be, and the same are hereby abated as follows:

| Ordinance No and Bond Issue | Ordinance Tax Levy | Abatement | Net Tax Levy |
|---|---|---|---|
| 2015-36 GO Bond Series 2015 | 1,765,625.00 | 1,765,625.00 | 0.00 |
| | | | |

**Section 2.** That the County Clerk of the County of Macon, Illinois, be, and is hereby authorized and directed to fully abate said levy and to extend the same as so abated for the 2024 assessed value year with property tax payable in 2025.

**Section 3.** That the City Clerk be, and is hereby authorized and directed to cause a certified copy of this Ordinance to be filed with the County Clerk of the County of Macon, Illinois.

PRESENTED, ADOPTED AND RECORED this 2nd day of December, 2024.

Julie Moore Wolfe, Mayor

ATTEST:

Kimberly Althoff, City Clerk

**ATTACHMENTS:**

| Description | Type |
|---|---|
| An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2016 Series Bonds | Ordinance |

**ORDINANCE NO. 2024 -**

**AN ORDINANCE ABATING THE PROPERTY TAX LEVY FOR THE CITY OF DECATUR, ILLINOIS FOR GENERAL OBLIGATION 2016 SERIES BONDS**

WHEREAS, by Ordinance No. 2016-70 passed and adopted on October 17, 2016, the City Council of the City of Decatur, Illinois, caused general obligation bonds of the City to be issued and did levy therein certain sums to pay principal and interest on said bonds; and

WHEREAS, funds other than those raised by general taxation have or will become available to timely pay such principal and interest as the same become due in fiscal year commencing January 1, 2025 and ending December 31, 2025.

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

**Section 1.** That the following tax levies for interest on and principal of the indicated bonds for the year commencing January 1, 2025 and ending December 31, 2025, be, and the same are hereby abated as follows:

| Ordinance No and Bond Issue | Ordinance Tax Levy | Abatement | Net Tax Levy |
|---|---|---|---|
| 2016-70 GO Bond Series 2016 | 1,741,256.26 | 1,741,256.26 | 0.00 |
| | | | |

**Section 2.** That the County Clerk of the County of Macon, Illinois, be, and is hereby authorized and directed to fully abate said levy and to extend the same as so abated for the 2024 assessed value year with property tax payable in 2025.

**Section 3.** That the City Clerk be, and is hereby authorized and directed to cause a certified copy of this Ordinance to be filed with the County Clerk of the County of Macon, Illinois.

PRESENTED, ADOPTED AND RECORED this 2nd day of December, 2024.

______________________________
Julie Moore Wolfe, Mayor

ATTEST:

______________________________
Kimberly Althoff, City Clerk

**ATTACHMENTS:**

| Description | Type |
|---|---|
| An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2018 Series Bonds (6% or 7% Option) | Ordinance |

**ORDINANCE NO. 2024 -**

**AN ORDINANCE ABATING THE PROPERTY TAX LEVY FOR THE CITY OF DECATUR, ILLINOIS FOR GENERAL OBLIGATION 2018 SERIES BONDS (6% OR 7% OPTION)**

WHEREAS, by Ordinance No. 2018-16 passed and adopted on May 21, 2018, the City Council of the City of Decatur, Illinois, caused general obligation bonds of the City to be issued and did levy therein certain sums to pay principal and interest on said bonds; and

WHEREAS, funds other than those raised by general taxation have or will become available to timely pay such principal and interest as the same become due in fiscal year commencing January 1, 2025 and ending December 31, 2025.

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

**Section 1.** That the following tax levies for interest on and principal of the indicated bonds for the year commencing January 1, 2025 and ending December 31, 2025, be, and the same are hereby abated as follows:

| Ordinance No and Bond Issue | Ordinance Tax Levy | Abatement | Net Tax Levy |
|---|---|---|---|
| 2018-16 GO Bond Series 2018 | 2,070,500.00 | 1,278,000.00 | 792,500.00 |
| | | | |

**Section 2.** That the County Clerk of the County of Macon, Illinois, be, and is hereby authorized and directed to partially abate said levy and to extend the same as so abated for the 2024 assessed value year with property tax payable in 2025.

**Section 3.** That the City Clerk be, and is hereby authorized and directed to cause a certified copy of this Ordinance to be filed with the County Clerk of the County of Macon, Illinois.

PRESENTED, ADOPTED AND RECORED this 2nd day of December 2024.

______________________________
Julie Moore Wolfe, Mayor

ATTEST:

____________________________
Kimberly Althoff, City Clerk

**ATTACHMENTS:**

| Description | Type |
| --- | --- |
| An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2018 Series Bonds (5% Option) | Ordinance |

**ORDINANCE NO. 2024 -**

**AN ORDINANCE ABATING THE PROPERTY TAX LEVY FOR THE CITY OF DECATUR, ILLINOIS FOR GENERAL OBLIGATION 2018 SERIES BONDS (5% OPTION)**

WHEREAS, by Ordinance No. 2018-16 passed and adopted on May 21, 2018, the City Council of the City of Decatur, Illinois, caused general obligation bonds of the City to be issued and did levy therein certain sums to pay principal and interest on said bonds; and

WHEREAS, funds other than those raised by general taxation have or will become available to timely pay such principal and interest as the same become due in fiscal year commencing January 1, 2025 and ending December 31, 2025.

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

**Section 1.** That the following tax levies for interest on and principal of the indicated bonds for the year commencing January 1, 2025 and ending December 31, 2025, be, and the same are hereby abated as follows:

| Ordinance No and Bond Issue | Ordinance Tax Levy | Abatement | Net Tax Levy |
|---|---|---|---|
| 2018-16 GO Bond Series 2018 | 2,070,500.00 | 1,370,500.00 | 700,000.00 |
| | | | |

**Section 2.** That the County Clerk of the County of Macon, Illinois, be, and is hereby authorized and directed to partially abate said levy and to extend the same as so abated for the 2024 assessed value year with property tax payable in 2025.

**Section 3.** That the City Clerk be, and is hereby authorized and directed to cause a certified copy of this Ordinance to be filed with the County Clerk of the County of Macon, Illinois.

PRESENTED, ADOPTED AND RECORED this 2nd day of December 2024.

______________________________
Julie Moore Wolfe, Mayor

ATTEST:

______________________________
Kimberly Althoff, City Clerk

**ATTACHMENTS:**

| Description | Type |
|---|---|
| An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2019 Series B Bonds | Ordinance |

**ORDINANCE NO. 2024 -**

**AN ORDINANCE ABATING THE PROPERTY TAX LEVY FOR THE CITY OF DECATUR, ILLINOIS FOR GENERAL OBLIGATION 2019 SERIES B BONDS**

WHEREAS, by Ordinance No. 2019-200 passed and adopted on November 18, 2019, the City Council of the City of Decatur, Illinois, caused general obligation bonds of the City to be issued and did levy therein certain sums to pay principal and interest on said bonds; and

WHEREAS, funds other than those raised by general taxation have or will become available to timely pay such principal and interest as the same become due in fiscal year commencing January 1, 2025 and ending December 31, 2025.

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

**Section 1.** That the following tax levies for interest on and principal of the indicated bonds for the year commencing January 1, 2025 and ending December 31, 2025, be, and the same are hereby abated as follows:

| Ordinance No and Bond Issue | Ordinance Tax Levy | Abatement | Net Tax Levy |
|---|---|---|---|
| 2019-200 GO Bond 2019 Series B | 145,030.00 | 145,030.00 | 0.00 |
| | | | |

**Section 2.** That the County Clerk of the County of Macon, Illinois, be, and is hereby authorized and directed to fully abate said levy and to extend the same as so abated for the 2024 assessed value year with property tax payable in 2025.

**Section 3.** That the City Clerk be, and is hereby authorized and directed to cause a certified copy of this Ordinance to be filed with the County Clerk of the County of Macon, Illinois.

PRESENTED, ADOPTED AND RECORED this 2nd day of December 2024.

______________________________
Julie Moore Wolfe, Mayor

ATTEST:

______________________________
Kimberly Althoff, City Clerk

**ATTACHMENTS:**

| Description | Type |
| --- | --- |
| An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2019 Series Bonds (7% Option) | Ordinance |

**ORDINANCE NO. 2024 -**

**AN ORDINANCE ABATING THE PROPERTY TAX LEVY FOR THE CITY OF DECATUR, ILLINOIS FOR GENERAL OBLIGATION 2019 SERIES BONDS (7% OPTION)**

WHEREAS, by Ordinance No. 2019-46 passed and adopted on June 17, 2019, the City Council of the City of Decatur, Illinois, caused general obligation bonds of the City to be issued and did levy therein certain sums to pay principal and interest on said bonds; and

WHEREAS, funds other than those raised by general taxation have or will become available to timely pay such principal and interest as the same become due in fiscal year commencing January 1, 2025 and ending December 31, 2025.

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

**Section 1.** That the following tax levies for interest on and principal of the indicated bonds for the year commencing January 1, 2025 and ending December 31, 2025, be, and the same are hereby abated as follows:

| Ordinance No and Bond Issue | Ordinance Tax Levy | Abatement | Net Tax Levy |
|---|---|---|---|
| 2019-46 GO Bond 2019 Series | 763,708.50 | 541,208.50 | 222,500.00 |
| | | | |

**Section 2.** That the County Clerk of the County of Macon, Illinois, be, and is hereby authorized and directed to partially abate said levy and to extend the same as so abated for the 2024 assessed value year with property tax payable in 2025.

**Section 3.** That the City Clerk be, and is hereby authorized and directed to cause a certified copy of this Ordinance to be filed with the County Clerk of the County of Macon, Illinois.

PRESENTED, ADOPTED AND RECORED this 2nd day of December 2024.

______________________________
Julie Moore Wolfe, Mayor

ATTEST:

______________________________
Kimberly Althoff, City Clerk

**ATTACHMENTS:**

| Description | Type |
|---|---|
| An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2019 Series Bonds (6% Option) | Ordinance |

**ORDINANCE NO. 2024 -**

**AN ORDINANCE ABATING THE PROPERTY TAX LEVY FOR THE CITY OF DECATUR, ILLINOIS FOR GENERAL OBLIGATION 2019 SERIES BONDS (6% OPTION)**

WHEREAS, by Ordinance No. 2019-46 passed and adopted on June 17, 2019, the City Council of the City of Decatur, Illinois, caused general obligation bonds of the City to be issued and did levy therein certain sums to pay principal and interest on said bonds; and

WHEREAS, funds other than those raised by general taxation have or will become available to timely pay such principal and interest as the same become due in fiscal year commencing January 1, 2025 and ending December 31, 2025.

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

**Section 1.** That the following tax levies for interest on and principal of the indicated bonds for the year commencing January 1, 2025 and ending December 31, 2025, be, and the same are hereby abated as follows:

| Ordinance No and Bond Issue | Ordinance Tax Levy | Abatement | Net Tax Levy |
|---|---|---|---|
| 2019-46 GO Bond 2019 Series | 763,708.50 | 699,208.50 | 64,500.00 |
| | | | |

**Section 2.** That the County Clerk of the County of Macon, Illinois, be, and is hereby authorized and directed to partially abate said levy and to extend the same as so abated for the 2024 assessed value year with property tax payable in 2025.

**Section 3.** That the City Clerk be, and is hereby authorized and directed to cause a certified copy of this Ordinance to be filed with the County Clerk of the County of Macon, Illinois.

PRESENTED, ADOPTED AND RECORED this 2nd day of December 2024.

______________________________
Julie Moore Wolfe, Mayor

ATTEST:

______________________________
Kimberly Althoff, City Clerk

**ATTACHMENTS:**

| Description | Type |
| --- | --- |
| An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2019 Series Bonds (5% Option) | Ordinance |

**ORDINANCE NO. 2024 -**

**AN ORDINANCE ABATING THE PROPERTY TAX LEVY FOR THE CITY OF DECATUR, ILLINOIS FOR GENERAL OBLIGATION 2019 SERIES BONDS (5% OPTION)**

WHEREAS, by Ordinance No. 2019-46 passed and adopted on June 17, 2019, the City Council of the City of Decatur, Illinois, caused general obligation bonds of the City to be issued and did levy therein certain sums to pay principal and interest on said bonds; and

WHEREAS, funds other than those raised by general taxation have or will become available to timely pay such principal and interest as the same become due in fiscal year commencing January 1, 2025 and ending December 31, 2025.

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

**Section 1.** That the following tax levies for interest on and principal of the indicated bonds for the year commencing January 1, 2025 and ending December 31, 2025, be, and the same are hereby abated as follows:

| Ordinance No and Bond Issue | Ordinance Tax Levy | Abatement | Net Tax Levy |
|---|---|---|---|
| 2019-46 GO Bond 2019 Series | 763,708.50 | 763,208.50 | 0.00 |
| | | | |

**Section 2.** That the County Clerk of the County of Macon, Illinois, be, and is hereby authorized and directed to partially abate said levy and to extend the same as so abated for the 2024 assessed value year with property tax payable in 2025.

**Section 3.** That the City Clerk be, and is hereby authorized and directed to cause a certified copy of this Ordinance to be filed with the County Clerk of the County of Macon, Illinois.

PRESENTED, ADOPTED AND RECORED this 2$^{nd}$ day of December 2024.

______________________________
Julie Moore Wolfe, Mayor

ATTEST:

______________________________
Kimberly Althoff, City Clerk

**ATTACHMENTS:**

| Description | Type |
| --- | --- |
| An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2020 Series Bonds | Ordinance |

**ORDINANCE NO. 2024 –**

**AN ORDINANCE ABATING THE PROPERTY TAX LEVY FOR THE CITY OF DECATUR, ILLINOIS FOR GENERAL OBLIGATION 2020 SERIES BONDS**

WHEREAS, by Ordinance No. 2020-85 passed and adopted on May 18, 2020, the City Council of the City of Decatur, Illinois, caused general obligation bonds of the City to be issued and did levy therein certain sums to pay principal and interest on said bonds; and

WHEREAS, funds other than those raised by general taxation have or will become available to timely pay such principal and interest as the same become due in fiscal year commencing January 1, 2025 and ending December 31, 2025.

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

**Section 1.** That the following tax levies for interest on and principal of the indicated bonds for the year commencing January 1, 2025 and ending December 31, 2025, be, and the same are hereby abated as follows:

| Ordinance No and Bond Issue | Ordinance Tax Levy | Abatement | Net Tax Levy |
|---|---|---|---|
| 2020-85 GO Bond 2020 Series | 1,947,220.00 | 1,947,220.00 | 0.00 |
| | | | |

**Section 2.** That the County Clerk of the County of Macon, Illinois, be, and is hereby authorized and directed to fully abate said levy and to extend the same as so abated for the 2024 assessed value year with property tax payable in 2025.

**Section 3.** That the City Clerk be, and is hereby authorized and directed to cause a certified copy of this Ordinance to be filed with the County Clerk of the County of Macon, Illinois.

PRESENTED, ADOPTED AND RECORED this 2nd day of December 2024.

______________________________

Julie Moore Wolfe, Mayor

ATTEST:

______________________________

Kimberly Althoff, City Clerk

**ATTACHMENTS:**

| Description | Type |
| --- | --- |
| An Ordinance Abating the Property Tax Levy for the City of Decatur, Illinois for General Obligation 2022 Series Bonds | Ordinance |

**ORDINANCE NO. 2024 –**

**AN ORDINANCE ABATING THE PROPERTY TAX LEVY FOR THE CITY OF DECATUR, ILLINOIS FOR GENERAL OBLIGATION 2022 SERIES BONDS**

WHEREAS, by Ordinance No. 2022-05 passed and adopted on February 22, 2022, the City Council of the City of Decatur, Illinois, caused general obligation bonds of the City to be issued and did levy therein certain sums to pay principal and interest on said bonds; and

WHEREAS, funds other than those raised by general taxation have or will become available to timely pay such principal and interest as the same become due in fiscal year commencing January 1, 2025 and ending December 31, 2025.

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

**Section 1.** That the following tax levies for interest on and principal of the indicated bonds for the year commencing January 1, 2025 and ending December 31, 2025, be, and the same are hereby abated as follows:

| Ordinance No and Bond Issue | Ordinance Tax Levy | Abatement | Net Tax Levy |
|---|---|---|---|
| 2022-05 GO Bond 2022 Series | 1,825,400.00 | 1,825,400.00 | 0.00 |
| | | | |

**Section 2.** That the County Clerk of the County of Macon, Illinois, be, and is hereby authorized and directed to fully abate said levy and to extend the same as so abated for the 2024 assessed value year with property tax payable in 2025.

**Section 3.** That the City Clerk be, and is hereby authorized and directed to cause a certified copy of this Ordinance to be filed with the County Clerk of the County of Macon, Illinois.

PRESENTED, ADOPTED AND RECORED this 2$^{nd}$ day of December 2024.

______________________________
Julie Moore Wolfe, Mayor

ATTEST:

___________________________
Kimberly Althoff, City Clerk

City Clerk

**DATE:** 11/22/2024

**MEMO:**

**TO:** Mayor Moore Wolfe
City Council Members

**FROM:** Tim Gleason, City Manager
Jon Kindseth, Deputy City Manager

**SUBJECT:** An Ordinance Dissolving the Special Tax Allocation Fund and Terminating the Designation of the City of Decatur Olde Towne Tax Increment Redevelopment Project Area within the City of Decatur, Macon County, Illinois

**ATTACHMENTS:**

| Description | Type |
|---|---|
| Memo-TIF | Cover Memo |
| Ordinance | Ordinance |
| Summary | Backup Material |

# OFFICE OF THE CITY MANAGER

**DATE:** December 2, 2024

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

**FROM**: Tim Gleason, City Manager
Jon Kindseth, Deputy City Manager

**SUBJECT:** An Ordinance Dissolving the Special Tax Allocation Fund and Terminating the Designation of the City of Decatur Olde Towne Tax Increment Redevelopment Project Area Within the City of Decatur, Macon County, Illinois

**SUMMARY RECOMMENDATION:**
Staff recommends the City Council approve this last action necessary to dissolve the second Decatur TIF District, Olde Towne TIF district.

**BACKGROUND:**
The City of Decatur currently has 7 TIFs, after the closure of the Southeast Plaza TIF which was closed in 2021. The second oldest Decatur TIF is the Olde Towne TIF created in 2000, and this Ordinance will dissolve this TIF as of December 31, 2024. This will bring the number of remaining TIF districts down to 6, including the new Central TIF created earlier this year.

This TIF was a broad area including the downtown area, Millikin Heights, Oakwood Business District and much of Millikin University campus. The developments added within the TIF project area have significantly increased EAVs, from $20,809,662 to $35,428,606. More simply stated during the life of the Olde Towne TIF the EAVs increase by just under $15 Million and fair market property values have increased by nearly $44 Million Dollars. This TIF is the mechanism the city used to beautify downtown with the streetscaping and lighting as well as various private development projects that have made downtown what it is today.

But for the TIF, this additional approximately $15M in new EAV would not be available to the affected taxing districts. This means beginning next year, there will be an additional $1.5 Million property tax dollars realized by all taxing bodies annually beginning in 2024, paid in 2025. The City of Decatur will receive approximately 16% of that or $240,000 of additional property tax annually from the expiration of this TIF district.

**POTENTIAL OBJECTIONS:** Staff are not aware of objections to this closure.

**STAFF REFERENCE:** Should the City Council have any questions, they may contact Jon Kindseth, who will also be at the City Council meeting.

**BUDGET/TIME IMPLICATIONS:** The expiration and closure of this TIF will provide a projected $240,000 annually of new property tax revenue for the City alone.

**ORDINANCE NO. ______**

**AN ORDINANCE DISSOLVING THE SPECIAL TAX ALLOCATION FUND AND TERMINATING THE DESIGNATION OF THE CITY OF DECATUR OLDE TOWNE TAX INCREMENT REDEVELOPMENT PROJECT AREA <u>WITHIN THE CITY OF DECATUR, MACON COUNTY, ILLINOIS</u>**

**WHEREAS**, in accordance with and pursuant to the Tax Increment Allocation Redevelopment Act (65 ILCS 5/11-74.4-1 et seq.), as supplemented and amended (the "TIF Act"), including by the power and authority of the City of Decatur, Macon County, Illinois (the "City"), the City Council of the City (the "Corporate Authorities") adopted a series of ordinances (Ordinance No. 2000-36, 2000-37, and 2000-38 on May 15, 2000) as subsequently amended from time-to-time, including Ordinance No. 2000-39, 2000-59, 2000-84, and 2024-59 (collectively, the "TIF Ordinances"); and

**WHEREAS**, under and pursuant to the TIF Act and the TIF Ordinances, the City designated the Olde Towne Tax Increment Redevelopment Project Area (the "Redevelopment Project Area"), approved the related redevelopment plan, including the redevelopment projects described in the Redevelopment Plan (collectively, the "Redevelopment Projects"), and established a special tax allocation fund (the "Fund") in connection therewith; and

**WHEREAS**, on **10/29/2024**, the City notified affected taxing districts of the pending termination of the Redevelopment Project Area, as a redevelopment project area, in accordance with the provisions of Section 11-74.4-8 of the TIF Act; and

**WHEREAS**, all redevelopment project costs have been or will be paid, all obligations relating thereto have been or will be paid and retired prior to December 31, 2024; and

**WHEREAS**, in accordance with the provisions of Section 11-74.4-8 of the Act, the City desires to dissolve the special tax allocation fund relating to the Redevelopment Project Area and to terminate the designation of the Redevelopment Project Area as a redevelopment project area.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DECATUR, MACON COUNTY, ILLINOIS,** as follows:

**<u>Section 1</u>. <u>Incorporation of Recitals</u>.** The foregoing recitals are incorporated into this Ordinance as the findings of the Corporate Authorities.

**<u>Section 2.</u> <u>Dissolution of Fund</u>**. The City Treasurer shall perform the final closing of the books and records of the Fund for the Redevelopment Project Area no later than December 31, 2024 and thereupon said Redevelopment Project Area is dissolved.

**<u>Section 3</u>**. **<u>Termination of Redevelopment Project Area</u>**. The designation of the Redevelopment Project Area as a redevelopment project area is hereby terminated as of December 31, 2024.

**<u>Section 4</u>**. **<u>Additional Real Estate Tax Increment</u>**. In the event that additional incremental real estate taxes attributable to the Redevelopment Project Area remain in the Fund, after the dissolution of the Fund, such monies shall be declared as surplus funds and sent back to the Macon County Treasurer for distribution back to the affected taxing bodies as prescribed in Section 11-74.4-8 of the TIF Act.

**<u>Section 5.</u>** **<u>Tax Objections Resulting in Reduced Real Estate Tax Increment</u>**. In the event incremental real estate taxes attributable to the Redevelopment Project Area received by the City are ordered refunded by the Macon County Clerk as a result of final decisions in tax objections affecting real estate taxes payable prior to December 31, 2024, then the City will refund such incremental real estate taxes received solely from funds available in the Fund.

**<u>Section 6</u>.** **<u>Effective Date of Ordinance</u>**. This Ordinance shall be in full force and effect upon its passage and approval in the manner provided by law.

**<u>Section 7</u>.** **<u>Invalidity</u>**. If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this Ordinance.

**<u>Section 8</u>.** **<u>Conflicts</u>**. All ordinances, resolutions or orders, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, hereby superseded.

PRESENTED, PASSED, APPROVED AND RECORDED this 2nd day of December, 2024.

__________________________________
JULIE MOORE WOLFE, MAYOR

ATTEST:

__________________________________
CITY CLERK, CITY OF DECATUR

# District Extension Summary

ZTF5 - OLDE TOWNE REDEVELOPMENT TIF

Tax Year 2023

| | Assessed (BoR Eq.) | State Equalized ( 1.00000 ) |
|---|---|---|
| Land Lot: | 3,606,576 | 3,606,576 |
| Farm Land: | 0 | 0 |
| Buildings: | 33,529,591 | 33,529,591 |
| Farm Bldg: | 0 | 0 |
| State Assessed: | 0 | 0 |
| | 37,136,167 | 37,136,167 |
| Less Assessments < 150 | -1,078 | -1,078 |
| | 37,135,089 | 37,135,089 |
| Less Exemptions | | -1,706,483 |
| **Net Taxable Value** | | **35,428,606** |

| Exemptions | Amount |
|---|---|
| Home Improvement: | 10,335 |
| General Homestead: | 1,136,358 |
| Senior Homestead: | 364,648 |
| Disabled Veteran: | 0 |
| Senior Freeze: | 110,739 |
| Co-Op Total: | 0 |
| Model Home: | 0 |
| Partial General Homeste | 0 |
| Fraternal / Veterans: | 5,567 |
| Returning Veteran: | 5,000 |
| Disabled Person: | 14,000 |
| Disabled 50% Veteran: | 0 |
| Disabled 70% Veteran: | 49,157 |
| Leasehold Owner: | 10,679 |
| Natural Disaster: | 0 |
| Disabled 30% Veteran: | 0 |
| | **1,706,483** |

| State Category | Net Taxable Value | After EZ & TIF |
|---|---|---|
| Farm: | 0 | 0 |
| Residential: | 10,064,084 | 5,292,174 |
| Commercial: | 25,364,522 | 15,517,488 |
| Industrial: | 0 | 0 |
| Mineral: | 0 | 0 |
| Pollution Control: | 0 | 0 |
| State Railroad: | 0 | 0 |
| Local Railroad: | 0 | 0 |
| | **35,428,606** | **20,809,662** |
| Overlapping Counties | | |

| Other Information | County | District |
|---|---|---|
| PTELL: | | |
| New Property EAV: | 0 | 0 |
| Annexations EAV: | 0 | 0 |
| Disconnection EAV: | 0 | 0 |
| Recovered TIF EAV: | 0 | 0 |
| Aggregate Extension: | 0 | |
| Rate Increase: | 0.00000 | |
| TIF Loss EAV: | 14,618,944 | |
| EZ EAV Reduction: | 0 | |
| EZ Tax Reduction: | 0.00 | |
| Industrial Tax Abatement: | 0.00 | |

| Fund | Levy Request | Max Rate | Auto Set To Max | Calculated Rate | Calculated Taxes | PTELL Factor | PTELL Rate | (w/overrides) Final Rate | Final Taxes | % of Total |
|---|---|---|---|---|---|---|---|---|---|---|
| 001 Tif Dist Ztf5 | 0 | 0.00000 | | 0.00000 | 1,454,953.11 | | | 0.00000 | 1,454,953.11 | 0.00% |
| | **0** | | | **0.00000** | **1,454,953.11** | | | **0.00000** | **1,454,953.11** | **0.00%** |

I, JOSH TANNER, County Clerk for MACON County Illinois, do hereby certify this report to be a true and complete copy of the 2023 extension information.

City Clerk

**DATE:** 11/25/2024

**MEMO:**

**TO:** City Council Members

**FROM:** Mayor Julie Moore Wolfe

**SUBJECT:** Resolution Approving Appointment - Library Board of Trustees

**SUMMARY RECOMMENDATION:** Council is asked to pass the proposed Resolution approving the appointment of Kaylee Ledbetter to the Library Board of Trustees.

**ATTACHMENTS:**

| Description | Type |
|---|---|
| Resolution | Resolution Letter |

TO THE COUNCIL OF THE CITY
OF DECATUR, ILLINOIS:

Consent of the Council is hereby requested for the appointment by the Mayor of the following named as a member of the board or commission set opposite her respective name, to serve a term expiring upon the date set opposite her respective name or until her respective successor is appointed and qualified:

| | | |
|---|---|---|
| Kaylee Ledbetter | Library Board of Trustees | 7/1/2027 |

DATED this 2nd day of December 2024.

__________________________________
Julie Moore Wolfe, Mayor

## RESOLUTION NO. R2024-_________

**RESOLUTION APPROVING APPOINTMENT**

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 appointment 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 2nd day of December 2024.

__________________________________
Julie Moore Wolfe, Mayor

ATTEST:

__________________________________
City Clerk

TO THE COUNCIL OF THE CITY
OF DECATUR, ILLINOIS:

Having received your consent, I hereby appoint the named in the foregoing request by you approved as therein requested.

DATED this 2nd day of December 2024.

__________________________________
Julie Moore Wolfe, Mayor