



**Monday, November 16, 2015
5:30 PM**

CITY COUNCIL AGENDA

I. Call to Order

1. Roll Call
2. Pledge of Allegiance

II. Approval of Minutes

Minutes of November 2, 2015 City Council Meeting

III. Unfinished Business

IV. New Business

1. Proclamations and Recognitions
2. Presentation by Sue Lawson - Coalition of Neighborhood Organizations
3. Ordinance Amending City Code - Chapter 51.4 - Local Motor Fuel Tax
4. Ordinance Amending City Code - Chapter 52 - Alcoholic Liquor
5. Ordinance Amending City Code - Chapter 54.1 - Video Gaming License
6. Ordinance Amending City Code - Chapter 54 - Amusement Devices
7. Resolution Authorizing City Manager to execute Professional Service Agreement with Dewberry Architects, Inc. for the Fire Department Facility Assessment Study
8. Resolution Authorizing City Manager to Execute Professional Service Engagement Agreement with CliftonLarsonAllen Wealth Advisors, LLC to Conduct an Independent Fiduciary Performance Review of the Firefighter Pension Fund Investment Advisors
9. Resolution Authorizing City Manager to Execute Professional Service Engagement Agreement with CliftonLarsonAllen Wealth Advisors, LLC to Conduct an Independent Fiduciary Performance Review of the Police Pension Fund Investment Advisors
10. Resolution Authorizing an Agreement with Blank, Wesselink, Cook & Associates to Design the Nelson Park Neighborhood Storm Sewer City Project 2012-22
11. Ordinance Rezoning Property B-2 Commercial District to R-6 Multiple Family Dwelling District 1096 West Decatur Street
12. Ordinance Granting Conditional Use Permit Roof Top Cell Tower 1096 West Decatur Street

13. Consent Calendar: Items listed under the Consent Calendar are considered to be routine and will be enacted by one motion and one vote. If separate action is desired on any item, it will be removed from the Consent Calendar and considered separately.
 - A. Receiving and Filing of Minutes of Boards
 - B. Ordinance Establishing Handicap Parking Space in Front of 1087 West King Street
 - C. Ordinance Authorizing the Installation of Stop Signs at the Intersection of North Warren Street and East King Street Facing East King Street
 - D. Resolution to Amend Agreement with the Illinois Department of Transportation to Revise the Estimated Ending Date for Completion for Illinois Transportation Enhancement Program Project TE-00D7 (40) Job P-97-011-11
14. Appearance of Citizens

Policy relative to Appearance of Citizens:

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

15. Other Business

V. Recess to Study Session

1. Treasurer's Financial Report
2. Video Gaming Parlor Regulation Alternatives

VI. Recess to Closed Executive Session for the Purpose of Discussing the Purchase or Lease of Real Property for the Use of the Public Body and Collective Bargaining Matters

VII. Adjournment

Council Informational Memorandum Communicating the Condition of the Police Pension Fund for the Year Ended December 31, 2014

Council Information October 2015 Monthly Reports

Council Information October Progress Report Lake Decatur Dredging Basins 1 - 4 & Oakley Sedimentation Basin Rehabilitation City Project 2013-14

CITY COUNCIL MINUTES
Monday, November 2, 2015

On Monday, November 2, 2015, the City Council of the City of Decatur, Illinois, met in Regular Meeting at 5:30 p.m., in the Council Chambers, One Gary K. Anderson Plaza, Decatur, Illinois.

Mayor Julie Moore Wolfe presided; together with her being Councilmen Bill Faber, Chris Funk, Lisa Gregory, Pat McDaniel, Dana Ray and Jerry Dawson. Seven members were present. Mayor Moore Wolfe declared a quorum present.

City Manager Tim Gleason attended the meeting as well.

Mayor Moore Wolfe led the Pledge of Allegiance to the Flag.

The minutes of October 19, 2015 City Council meeting were presented. Councilman Jerry Dawson moved the minutes be approved as written; seconded by Councilman Dana Ray, and on call of the roll, Councilmen Bill Faber, Chris Funk, Lisa Gregory, Pat McDaniel, Dana Ray, Jerry Dawson and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the motion carried.

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

This being the time set aside for Proclamations and Recognitions and there being none, Mayor Moore Wolfe called the first item of New Business.

R2015-119 Resolution Urging Illinois State Leaders to Release Non-General Fund Revenues Payable to Local Governments.

Councilman Jerry Dawson moved the Resolution do pass; seconded by Councilman Pat McDaniel. On call of the roll, Councilmen Bill Faber, Chris Funk, Lisa Gregory, Pat McDaniel, Dana Ray, Jerry Dawson and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the motion carried.

2015-60 Ordinance Annexing Territory – 1464 French's Lane

Councilman Jerry Dawson moved the Ordinance do pass; seconded by Councilman Dana Ray. On call of the roll, Councilmen Bill Faber, Chris Funk, Lisa Gregory, Pat McDaniel, Dana Ray, Jerry Dawson and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the motion carried.

R2015-120 Resolution Authorizing City Manager to Sign Agreement with BlueCross BlueShield of Illinois for Administration of City's Group Health Benefit Plans.

Councilman Jerry Dawson moved the Resolution do pass; seconded by Councilman Dana Ray. City Manager Tim Gleason stated there had been a reduction in the amount from \$850,000 to approximately \$800,000 for 2016 services. On call of the roll, Councilmen Bill Faber, Chris Funk, Lisa Gregory, Pat McDaniel, Dana Ray, Jerry Dawson and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the motion carried.

R2015-121 Resolution Accepting the Bid of Jackson Ford, Decatur, IL, for the Purchase of Two (2) Ford 2016, Interceptor Mid-Size Utility Vehicles.

Councilman Jerry Dawson moved the Resolution do pass; seconded by Councilman Lisa Gregory. On call of the roll, Councilmen Bill Faber, Chris Funk, Lisa Gregory, Pat McDaniel, Dana Ray, Jerry Dawson and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the motion carried.

R2015-122 Resolution Appointing City Treasurer and City Manager as Agents Pursuant to Investment Management Agency Agreement between Regions Bank and City of Decatur.

Councilman Jerry Dawson moved the Resolution do pass; seconded by Councilman Pat McDaniel. City Manager Tim Gleason explained the City is entering into an additional relationship with Regions Bank to invest temporary excess funds. The fees will be increased approximately 45 basis points depending on the market. Citizen Sherry Procarione asked if there should be a separation between the Treasurer and investment; would it be considered a conflict of interest. Councilman Chris Funk asked for clarification as to whether these investments were being made within the parameters of the City's investment policy. City Manager Gleason answered that was correct. Councilman Bill Faber asked if there were consultations with other banks in terms of deals they would present to the City. City Manager Gleason believed this was an exclusive conversation with Regions because they hold the City funds. On call of the roll, Councilmen Bill Faber, Chris Funk, Lisa Gregory, Pat McDaniel, Dana Ray, Jerry Dawson and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the motion carried.

Mayor Moore Wolfe called for Consent Calendar Items A through B and asked if any Council member wished to have an item removed from Consent Calendar. Councilman Bill Faber requested Item B be removed. The Clerk read Item A:

A. Receiving and Filing of Minutes of Boards

Councilman Jerry Dawson moved that Consent Calendar Item A be approved by Omnibus Vote; seconded by Councilman Pat McDaniel, and on call of the roll, Councilmen Bill Faber, Chris Funk, Lisa Gregory, Pat McDaniel, Dana Ray, Jerry Dawson and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the motion carried.

Clerk read Item B:

B. Resolution Approving Appointments to the Decatur Civic Center Board.

Councilman Jerry Dawson moved the Resolution do pass; seconded by Councilman Pat McDaniel. Councilman Bill Faber is concerned about Mr. Bauer being appointed to the Board because he is a member of City staff. These boards are to be citizen's boards and are to function as independent boards. Councilman Faber suggested having a liaison person instead or City staff could monitor the board. Councilman Pat McDaniel agreed that a position as a liaison instead as an official member of the board may be better. On call of the roll, Councilman Chris Funk, Lisa Gregory, Pat McDaniel, Dana Ray, Jerry Dawson and Mayor Moore Wolfe voted aye. Councilman Bill Faber voted nay. Six ayes and one nay. Mayor Moore Wolfe declared the motion carried.

This being the time for Appearance of Citizens, the following appeared:

James Taylor said he had a problem and he called every City Council member and State representative. Bill Faber was the only Council member that returned his call and this is the second time this has happened.

Russell Shulke spoke in regards to the safety and welfare of Decatur citizens. Mr. Shulke commended Council for their vote on the Ash Avenue development concern.

David Burkham, President and C.E.O. of Decatur Ambulance Service (D.A.S.) addressed Council about the City going into the ambulance service with the Fire Department again. D.A.S. objects to the City going into any ambulance service with the Fire Department. D.A.S. does a good job. Studies show the Fire Department cannot return any more than 15% of the costs of ambulance services.

Diana Champion shared her concern on the growing problem of synthetic marijuana manufactured and sold in Decatur. The drug affects all ages. Ms. Champion wants to bring awareness to the problem and get it stopped.

James Yutsy, Paramedic Supervisor with D.A.S. objected to the City providing any funds and the creation of an A.L.S. service with the Fire Department in the 2016 Budget proposal. Mr. Yutsy did not agree with the City trying to create a revenue off of a tax paying business in this community. He believed the Mayor and the City Manager had been given misleading information about how D.A.S. operates.

Lisa Stanley requested the Council to consider going into a Study Session to look at raising the minimum wage to \$10.00 an hour in Decatur.

Chris Moore spoke about raising the minimum wage. He believed minimum wage had to be handled at the State and local level. Minimum wage is going to go up; why has Decatur always been resistant to change.

Rob Wilson asked Council to invest in families and community. Mr. Wilson thought it would be a good idea to look at minimum wage because it is definitely needed.

Mike Smith supports Councilman Bill Faber's request to study the minimum wage.

Sherry Procarione asked if the Council could consider building a new library. Ms. Procarione is against the proposed study session for the minimum wage increase. She believes the ambulance care needs to stay private and be separate.

Mayor called for Other Business.

Councilmen Pat McDaniel, Dana Ray, Lisa Gregory and Chris Funk said that they had not received any telephone calls from James Taylor and they would be available after the meeting to give him their telephone numbers.

Mayor called for Recess to Study Session.

Councilman Jerry Dawson moved to recess to Study Session for the City Manager's Six Month Report of Progress, Goals and Priorities; seconded by Councilman Lisa Gregory. On call of the roll Councilmen Bill Faber, Chris Funk, Lisa Gregory, Pat McDaniel, Dana Ray, Jerry Dawson and Mayor Moore Wolfe voted aye. City Manager Tim Gleason began his presentation by saying his main priority is addressing the declining property values and overall desirability of Decatur. City Manager Gleason introduced six priority areas that speak to the main priority. The six areas were:

1. Customer Service – Staff only has one opportunity at creating an impression and that is the initial public contact. Find a way to make a positive connection with the community the staff serves.

2. Board/Community Involvement – Expects staff participation in the community and senior staff's participation on City Boards and Commissions. Another item, there is a City Health Fair planned for early 2016 for City employees.
3. Annexations – Annex property as voluntary request or water service agreement occur. There are approximately 450 current potential property annexations.
4. Strengthening Community Relationships – City Manager Gleason would like to set up regular meetings with the landlords in the future. Explore ways to give landlords more leverage with problem tenants. Continue strong code enforcement of the different properties.

Developers / Business Community / Community Partners - To continue to build flexibility in the processes for developers. Make expansion or development as desirable as the City can.

It is critical to build a relationship with School District 61, Macon County, Park District and Labor.

Seize opportunities to build relationships with minority hiring and contracting.

5. Economic Development – City Manager Gleason identified the Economic Development team members and showed slides of economic successes. City Manager Gleason said “Shop Decatur” is critical; it can make a difference.
6. Community Growth Revenue Streams – City Manager Gleason shared three opportunities the City has: 1) Ambulance service revenue opportunity to offset some of the facility costs that are coming to the Fire Department. 2) Proposed a local Motor Fuel Tax to improve local roads 3) Increase gaming and liquor license fees to generate a revenue stream for neighborhood cleanup and redevelopment. Taxing each video gaming machine.

City Manager Tim Gleason thanked Council for their support and hoped the presentation furthered their vision for the community.

Councilman Pat McDaniel would not go along with getting the Fire Department involved with an ambulance. Economic Development is key to keeping this going. Councilman McDaniel expressed his desire to have the bus hours extended so people can get to and from work. He would go along with a MFT Tax as long as it was tied in to a comprehensive program where everybody pays the burden and the money has to go towards improvements to the whole community not just a targeted area. The City needs to put more money into cleanup activities in the community.

Councilman Jerry Dawson was in favor of making the tenants pay their own bills. He would encourage Code Enforcement Officers to have a rapport with landlords/tenants. He would support a Motor Fuel Tax and the priority should be the pavement. Councilman Dawson believes in free enterprise but he doesn't believe in government getting involved when the service is already being provided. The City does need to figure out a way to fund the Fire Department facilities.

Councilman Dana Ray did not want to revisit the ambulance service again. The City needs to go ahead and do the Motor Fuel Tax because the City needs to improve the streets. The funds for Urban Redevelopment need to be spread out for other projects, not just demolishing houses. She liked the educational component also. Councilman Ray explained that the entire State of Illinois needs to look at minimum wage not just Decatur.

Councilman Lisa Gregory said everyone should complement a City staff person if they had a really good customer service experience. Councilman Gregory was excited about the board community involvement and strengthening community relationships. She hoped through board community involvement to have the ability to engage faith based economic development. Councilman Gregory hoped the targeted road repair fund can create enough of a revenue stream to make an immediate impact. She was excited about the building the City's neighborhoods.

Councilman Bill Faber wants this Council to be talking about good paying jobs and paychecks almost all the time. Councilman Faber requested the City Manager to find ways to make City staff residency requirements work. He would like to work with the City Manager and staff to raise funds through a citizen service fee. Councilman Faber suggested an alternative idea to the Motor Fuel Tax would be to have a City vehicle sticker fee. He would like to hire one person who is focused to make all these programs happen. Councilman Faber thought the Council needed to look at bold ideas for our community and that is why he proposed a raise in the minimum wage.

Councilman Chris Funk liked that the City Manager spoke about a can do attitude in the City to be carried out to the community and developers. Councilman Funk stated if the City raises the minimum wage the reality is it will drive jobs out of the City.

Mayor Moore Wolfe appreciated that the City Manager is looking at various sources for revenue. She was excited about a dedicated stream of revenue to get the roads fixed. Mayor Moore Wolfe was excited about the City Manager's ideas to revitalize the housing stock in Decatur. Mayor Moore Wolfe thought the City's customer service has come a long way in the last five or six years.

Councilman Pat McDaniel wanted details about the programs. He doesn't want to get people into homes they can't afford.

Mayor Moore Wolfe announced the Closed Executive Session for the Purpose of Discussing Collective Bargaining Matters had been pulled.

There being no further business, Councilman Jerry Dawson moved the regular Council meeting be adjourned; seconded by Councilman Dana Ray. On call of the roll, Councilmen Bill Faber, Chris Funk, Lisa Gregory, Pat McDaniel, Dana Ray, Jerry Dawson and Mayor Moore Wolfe voted aye. Mayor Moore Wolfe declared the Council meeting adjourned at 7:44 p.m.

Approved _____
Debra G. Bright
City Clerk

Legal Department

DATE: 11/10/2015

MEMO: 2015-18

TO: Honorable Mayor Julie Moore Wolfe and City Council

FROM: Tim Gleason, City Manager
Gregg Zientara, City Treasurer and Director of Finance

SUBJECT: Ordinance Amending City Code Chapter 51.4 Local Motor Fuel Tax

SUMMARY RECOMMENDATION:

See attached explanatory memorandum.

ATTACHMENTS:

Description	Type
Cover Letter No. 2015-18	Cover Memo
Ordinance	Ordinance
Exhibit A - Chapter 51.4	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Legal Department	Bright, Debbie	Approved	11/11/2015 - 11:06 PM

**FINANCIAL MANAGEMENT DEPARTMENT
NO. 2015-18**

November 10, 2015

TO: Honorable Mayor Julie Moore Wolfe and City Council

FROM: Tim Gleason, City Manager
Gregg Zientara, City Treasurer and Director of Finance

SUBJECT: Creation of Chapter 51.4 – Local Motor Fuel Tax

RECOMMENDATION: Staff requests that Council pass the proposed ordinance creating Chapter 51.4, Local Motor Fuel Tax.

POTENTIAL OBJECTIONS: There are no known or expected objections.

INPUT FROM OTHER SOURCES: None

BUDGET/TIME IMPLICATIONS: None

ORDINANCE NO. _____

**ORDINANCE AMENDING CITY CODE
-CHAPTER 51.4-
-LOCAL MOTOR FUEL TAX-**

WHEREAS, the City of Decatur is a home rule unit of local government with authority to legislate in matters concerning its local government and affairs; and

WHEREAS, under its home rule authority, the City may establish a tax upon the privilege of using or consuming motor fuel that is purchased at retail or bulk within the City of Decatur; and

WHEREAS, it is in the best interests of health, safety and welfare of the citizens of Decatur to impose a tax of \$0.05 per gallon on the privilege of using or consuming non diesel motor fuel that is purchased at retail or bulk within the City of Decatur; and

WHEREAS, it is in the best interests of health, safety and welfare of the citizens of Decatur to impose a tax of \$0.01 per gallon on the privilege of using or consuming diesel motor fuel that is purchased at retail or bulk within the City of Decatur.

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

Section 1. That the City Code of the City of Decatur, Illinois, be and the same is hereby, modified and amended, by adding a new Chapter 51.4, titled Local Motor Fuel Tax thereto. Said Chapter 51.4 shall provide as set forth in Exhibit A attached hereto and hereby made a part hereof.

Section 2. That the City Clerk be, and she is hereby, authorized and directed to cause the provisions hereof to be appropriately set out in the City Code and to cause the same to be published according to law.

PRESENTED, PASSED, APPROVED AND RECORDED THIS _____ day of
November, 2015.

JULIE MOORE WOLFE, MAYOR

ATTEST:

CITY CLERK

PUBLISHED THIS _____ day of November, 2015

CITY CLERK

CHAPTER 51.4

LOCAL MOTOR FUEL TAX

1. **DEFINITIONS.** Whenever used herein, unless context otherwise requires, the following words, terms or phrases shall have the meaning ascribed to them in this section:

(a) Bulk user- any person who purchases motor fuel for storage in bulk storage facilities located within the City, which facilities are owned, leased, or controlled by the person for subsequent dispensing into the supply tanks of internal combustion engines operated by the person.

(b) Diesel Fuel-any product intended for use or offered for sale as a fuel for engines in which the fuel is injected into the combustion chamber and ignited by pressure without electric spark. Such fuel shall not include dyed diesel fuel as defined in 35 ILCS 505/4d and any successor statute.

(c) Gallon-in addition to its ordinary meaning, its equivalent in a capacity of measurement of substance in a gaseous state.

(d) Motor fuel-all volatile and inflammable liquid produced, blended, or compounded for the purpose of, or which are suitable or practicable for, operating motor vehicles.

(e) Motor fuel retailer- any person as defined herein, engaged in the business of selling motor fuel at retail, and not for resale within the City of Decatur.

(f) Motor fuel tax- the tax imposed under this Chapter.

(g) Motor vehicles-motor vehicles as defined by the Illinois Vehicle Code and watercraft propelled by an internal combustion engine.

(h) Person-any individual, firm, trust, estate, partnership, association, joint stock company, joint adventure, corporation, limited liability company, or a receiver, trustee, guardian, or other representative appointed by order of any court, or any city, town, county or other political subdivision.

(i) Retail gasoline dealer-any person who engages in the business of selling motor fuel in the City to a purchaser for use or consumption, and not for resale in any form.

(j) Sale, resale or selling-any transfer of ownership or possession, or both, exchange, or barter, conditional or otherwise, in any manner or by any means whatsoever for valuable consideration.

2. IMPOSITION OF TAX.

(a) There is levied and imposed upon the privilege of using or consuming motor fuel that is purchased at retail or bulk within the corporate limits of the City, a motor vehicle fuel tax, irrespective of the unit of measure in which it is actually sold, at a the rate of five cents (\$0.05) per gallon for non-diesel fuel from and after January 1, 2016.

(b) There is levied and imposed upon the privilege of using or consuming motor fuel that is purchased at retail or bulk within the corporate limits of the City, a motor vehicle fuel tax, irrespective of the unit of measure in which it is actually sold, at a rate of one cent (\$0.01) per gallon for diesel fuel from and after January 1, 2016.

(c) The tax herein levied shall be paid in addition to any and all other taxes and charges. The tax herein imposed is not based on the selling or purchase price or gross receipts from the sale or purchase of motor fuel.

(d) The ultimate incident of and liability for payment of the tax is to be borne by the retail purchaser of motor fuel. Nothing in this Chapter shall be construed to impose a tax upon the occupation of persons engaged in the retail sale of motor fuel.

(e) Each motor fuel retailer is required to collect the tax from the purchaser and remit it as set forth in this Chapter.

3. COLLECTION BY RETAIL GASOLINE DEALERS.

(a) All retail gasoline dealers shall jointly and severally have the duty to collect, and shall collect and account for the tax imposed in Section 2 of this Chapter from each purchaser at the time that the consideration for such purchase is paid.

(b) Each retail gasoline dealer collecting and accounting for such tax shall be the trustee for and on account of the City of Decatur.

4. REQUIRED RETURNS AND REMITTANCE OF TAX.

(a) All retail gasoline dealers shall pay to the City all taxes collected pursuant to this Chapter.

(b) All retail gasoline dealers shall file a sworn monthly return with the Finance Director of the City in a format prescribed by the Finance Director, containing such information as the Finance Director may reasonably require, including all receipts from taxable purchases of motor fuel and the tax collected for such. The return must be accompanied by the payment to the City of Decatur of all motor fuel taxes that are due and owing for the period covered by the return. The return shall be due by the twentieth day of the calendar month next succeeding the month for which the return is made.

(c) Every bulk user shall transmit to the Finance Department no later than the twentieth day of the calendar month next succeeding the month for which the return is made, a sum of money equal to the amount of motor fuel tax owing for the preceding month, accompanied by a sworn monthly return in a format prescribed by the Finance Director containing such information as the Finance Director may reasonably require.

(d) Any person filing a timely return pursuant to this Section may retain one (1) percent of the tax they collect to be remitted with that return. This retention is allowed for the purpose of compensating the motor fuel retailer for the costs incurred in complying with the duties and obligations set forth under this Chapter. The motor fuel retailer may not retain any amount if the return is not timely filed.

5. **IMPROPER COLLECTION.** If any retail gasoline dealer collects an amount upon a sale not subject to the tax imposed in this Chapter but which amount is purported to be the collection of such tax, or if a retail gasoline dealer collects an amount upon a sale greater than the amount of the tax so imposed thereon and does not for any reason refund the same to the purchaser who paid the same before filing the return for the period in which such occurred, such retail gasoline dealer shall account for and pay over those amounts to the City along with the tax properly collected.

6. **RECORDKEEPING AND INSPECTION OF RECORDS.**

(a) Each motor fuel retailer has a duty to maintain complete and accurate books, records, and accounts showing the gross receipts for the sale of motor fuel and the motor fuel taxes collected from purchasers.

(b) The books, records, and accounts under this Section must be available in the City for examination and for audit by the City. Any examination by the City may be made only after reasonable notice and may be made only during customary business hours.

7. **REGISTRATION.** Each motor fuel retailer doing business in the City and each bulk user purchasing motor fuel for storage in bulk storage facilities in the City is required to register with the Finance Department on or before the later of (i) January 1, 2016 or (ii) twenty (20) days after commencing business as a motor fuel retailer or becoming a bulk user. The registration shall be in the form and manner as prescribed by the Finance Director.

8. **USE OF MOTOR FUEL TAX.** The revenue produced by the tax imposed in this Chapter shall be used for transportation and transportation related projects.

9. **PROMULGATION OF RULES.** The Finance Director shall cause the provisions of this Chapter to be enforced and administered and in order to do so is authorized to promulgate and publish such rules and regulations and make such ruling and decisions not in conflict with this Chapter which he deems necessary to administer and enforce the provisions of this Chapter.

10. ENFORCEMENT. Payment and collection of the motor fuel tax may be enforced by action in any court or tribunal of competent jurisdiction and failure to collect, account for and pay over said tax shall be cause for revocation of any City license for such motor fuel retailer's location or such motor fuel retailer thereof in addition to any other penalty provided in this Chapter.

11. PENALTY.

(a) If for any reason any tax is not paid when due, a penalty at the rate of ten (10) percent per thirty (30) day period, or portion thereof, from the day of delinquency shall be added thereto and paid.

(b) In addition to the penalty as set forth in Section 10 (a) or elsewhere by law or ordinance, any motor fuel retailer operating without a certificate of registration or failing or omitting to pay said tax when due, or failing or omitting to collect, or to account for, or to pay over said tax, or failing to comply with said rules, regulations and rulings shall be fined not less than Two Hundred Fifty (\$250) Dollars nor more than Five Hundred (\$500) Dollars.

Legal Department

DATE: 11/10/2015

MEMO: 2015-13

TO: Honorable Mayor Julie Moore Wolfe and City Council

FROM: Tim Gleason, City Manager
Gregg Zienterra, Finance Director

SUBJECT: Amendment to Chapter 52 – Alcoholic Liquor

SUMMARY RECOMMENDATION: See attached explanatory memorandum.

ATTACHMENTS:

Description	Type
Cover Memorandum	Cover Memo
Ordinance	Ordinance

REVIEWERS:

Department	Reviewer	Action	Date
Legal Department	Bright, Debbie	Approved	11/11/2015 - 11:08 PM

**LEGAL DEPARTMENT MEMORANDUM
NO. 2015-13**

November 9, 2015

TO: Honorable Mayor Julie Moore Wolfe and City Council

FROM: Tim Gleason, City Manager
Gregg Zienterra, Finance Director

SUBJECT: Amendment to Chapter 52 – Alcoholic Liquor

RECOMMENDATION: Staff requests that Council pass the proposed ordinance amendment regarding Chapter 52, Section 7, amending the license fee for certain classes of liquor licenses.

POTENTIAL OBJECTIONS: There are no known or expected objections.

INPUT FROM OTHER SOURCES: None

BUDGET/TIME IMPLICATIONS: None

ORDINANCE NO. _____

ORDINANCE AMENDING CITY CODE

- CHAPTER 52 -

- ALCOHOLIC LIQUOR -

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

Section 1. That Chapter 52 of the City Code of the City of Decatur, Illinois, be, and the same is hereby modified and amended by amending Section 7, so that Section 7 as so modified and amended, shall provide as follows:

7. LICENSE FEE. Payment of an annual license fee of \$5,000 shall accompany each application for all classes of license except Class F as to which the amount of said fee shall be \$725; and except Class N as to which the amount of said fee shall be \$3,500; and except Class P as to which the amount of said fee shall be \$10,000.00 and thereafter provided that, said fee shall be prorated for the issuance of any license during a license period. The payment of a fee for any license shall be credited toward the payment of a fee for any other license if the first license is surrendered prior to the issuance of the second license to the same licensee during the same license year. For all classes of license, a late fee of \$100.00 plus \$20.00 per day shall be charged for all days after June 1st of any year for which an application for renewal is incomplete. Each initial application and each application for transfer, whether to another licensee or to other premises, shall also be accompanied by a processing fee of \$100.00 in addition to the annual fee. Payment of a fee shall accompany the request for a temporary permit, in accordance with the following schedule:

1 st permit / year	- \$100.00 per day
2 nd permit / year	- \$150.00 per day
3 rd permit / year	- \$200.00 per day
4 th permit / year	- \$250.00 per day
5 th permit / year	- \$250.00 per day
6 th permit / year	- \$250.00 per day

In the event a license does not issue responsive to an application, the payment of the annual fee accompanying the same shall be refunded, otherwise, there shall be no rebate or prorate of a fee once paid. (Amended, Ordinance No. 2015-43, August 17, 2015) (Amended, Ordinance No. 2015-22, May 18, 2015) (Amended, Ordinance 2014-08, March 17, 2014) (Amended, Ordinance No. 2013-90, November 18, 2013) (Amended, Ordinance No. 2005-100, November 7, 2005) (Amended, Ordinance No. 2003-16, April 7, 2003) (Amended, Ordinance No. 2002-62, July 22, 2002) (Amended, Ordinance No. 2000-95, November 6, 2000) (Amended, Ordinance No. 97-47, June 2, 1997)

Section 2. That the City Clerk be, and she is hereby, authorized and directed to cause the provisions hereof to be appropriately set out in the City Code and to cause the same to be published in pamphlet form according to law.

PRESENTED, PASSED, APPROVED AND RECORDED this 16th day of November, 2015.

JULIE MOORE WOLFE MAYOR

ATTEST:

CITY CLERK

PUBLISHED this _____ day of _____, 2015.

CITY CLERK

ADDITIONS AND DELETIONS

CHAPTER 52

- ALCOHOLIC LIQUOR -

7. **LICENSE FEE.** Payment of an annual license fee of ~~\$5,000.00~~ ~~\$2,000.00~~ shall accompany each application for all classes of license except Class F as to which the amount of said fee shall be \$725.00; and except Class N as to which the amount of said fee shall be ~~\$3,500~~ ~~\$1,400.00~~; and except Class P as to which the amount of said fee shall be ~~\$10,000.00~~ ~~\$2,000~~ until August 17, 2015, then ~~\$6,000~~ beginning August 18, 2015 and thereafter provided that, said fee shall be prorated for the issuance of any license during a license period. The payment of a fee for any license shall be credited toward the payment of a fee for any other license if the first license is surrendered prior to the issuance of the second license to the same licensee during the same license year. For all classes of license, a late fee of \$100.00 plus \$20.00 per day shall be charged for all days after June 1st of any year for which an application for renewal is incomplete. Each initial application and each application for transfer, whether to another licensee or to other premises, shall also be accompanied by a processing fee of \$100.00 in addition to the annual fee. Payment of a fee shall accompany the request for a temporary permit, in accordance with the following schedule:

1 st permit/year	- \$100.00 per day
2 nd permit/year	- \$150.00 per day
3 rd permit/year	- \$200.00 per day
4 th permit/year	- \$250.00 per day
5 th permit/year	- \$250.00 per day
6 th permit/year	- \$250.00 per day

In the event a license does not issue responsive to an application, the payment of the annual fee accompanying the same shall be refunded, otherwise, there shall be no rebate or prorate of a fee once paid. (Amended, Ordinance No. 2015-43, August 17, 2015) (Amended, Ordinance No. 2015-22, May 18, 2015) (Amended, Ordinance 2014-08, March 17, 2014) (Amended, Ordinance No. 2013-90, November 18, 2013) (Amended, Ordinance No. 2005-100, November 7, 2005) (Amended, Ordinance No. 2003-16, April 7, 2003) (Amended, Ordinance No. 2002-62, July 22, 2002) (Amended, Ordinance No. 2000-95, November 6, 2000) (Amended, Ordinance No. 97-47, June 2, 1997)

Legal Department

DATE: 11/10/2015

MEMO: 2015-14

TO: Honorable Mayor Julie Moore Wolfe and City Council

FROM: Tim Gleason, City Manager
Gregg Zienterra, Finance Director
Wendy Morthland, Corporation Counsel
Amy Waks, Assistant Corporation Counsel

SUBJECT: Chapter 54.1 – Video Gaming License and Amendment to Chapter 54,
Section 1.

SUMMARY RECOMMENDATION: See attached explanatory memorandum.

ATTACHMENTS:

Description	Type
Cover Letter No. 2015-14	Cover Memo
Ordinance	Ordinance

REVIEWERS:

Department	Reviewer	Action	Date
Legal Department	Bright, Debbie	Approved	11/11/2015 - 11:08 PM

**LEGAL DEPARTMENT MEMORANDUM
NO. 2015-14**

November 9, 2015

TO: Honorable Mayor Julie Moore Wolfe and City Council

FROM: Tim Gleason, City Manager
Gregg Zienterra, Finance Director
Wendy Morthland, Corporation Counsel
Amy Waks, Assistant Corporation Counsel

SUBJECT: Chapter 54.1 – Video Gaming License and Amendment to Chapter 54, Section 1.

RECOMMENDATION: Staff requests that Council pass the proposed ordinances adding Chapter 54.1, adding a Video Gaming License. Further, Chapter 54 Section 1 needs to be amended to clarify that amusement devices do not include video gaming.

POTENTIAL OBJECTIONS: There are no known or expected objections.

INPUT FROM OTHER SOURCES: None

BUDGET/TIME IMPLICATIONS: None

ORDINANCE NO. _____

ORDINANCE AMENDING CITY CODE

-CHAPTER 54.1-

-VIDEO GAMING LICENSE -

WHEREAS, the City of Decatur is a home rule unit of local government with authority to legislate in matters concerning its local government and affairs; and

WHEREAS, under its home rule authority, the City may establish a license upon the use of video gaming terminals within the City of Decatur; and

WHEREAS, it is in the best interests of health, safety and welfare of the citizens of Decatur to license video gaming terminals within the City of Decatur.

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

Section 1. That the City Code of the City of Decatur, Illinois, be and the same is hereby, modified and amended, by adding a new Chapter 54.1, titled Video Gaming License thereto. Said Chapter 54.1 shall provide as set forth in Exhibit A attached hereto and hereby made a part hereof.

Section 2. That the City Clerk be, and she is hereby, authorized and directed to cause the provisions hereof to be appropriately set out in the City Code and to cause the same to be published according to law.

Section 3. That the provisions of this Chapter 54.1 shall be effective January 1, 2016.

PRESENTED, PASSED, APPROVED AND RECORDED THIS _____ day of November, 2015.

JULIE MOORE WOLFE, MAYOR

ATTEST:

CITY CLERK

PUBLISHED THIS _____ day of November, 2015

CITY CLERK

CHAPTER 54.1

VIDEO GAMING LICENSE

1. DEFINITIONS. Whenever used herein, unless context otherwise requires, the following words, terms or phrases shall have the meaning ascribed to them in this section:

(a) Video Gaming Terminal shall have the same meaning as ascribed in the State of Illinois Video Gaming Act, 230 ILCS 40/5 et.seq. and any successor statute.

(b). Establishment shall mean any business licensed by the State of Illinois to have or operate a video gaming device in the City of Decatur and shall include any “licensed establishment,” “licensed fraternal establishment,” “licensed veterans establishment,” and “licensed truck stop establishment” as those terms are defined in the State of Illinois Video Gaming Act, 230 ILCS 40/5 et. seq. and any successor statute.

(c). Distributor shall have the same meaning as ascribed in the State of Illinois Video Gaming Act, 230 ILCS 40/5 et. seq. and any successor statute.

(d). Terminal Operator shall have the same meaning as ascribed in the State of Illinois Video Gaming Act, 230 ILCS 40/5 et. seq. and any successor statute.

2. LICENSED REQUIRED. No establishment shall have on its premises any video gaming terminal without first obtaining a video gaming license and paying the appropriate fee.

3. LICENSE APPLICATION REQUIREMENTS. Application shall be made as required to the Finance Department and shall state the following:

- (a). The legal name of the establishment;
- (b). The business name of the establishment;
- (c). The address of the establishment where the video gaming terminals are to be located;
- (d). The business office address of the establishment if different from the address of the establishment;
- (e). A phone number for the establishment;
- (f). An e-mail address for the establishment, if any;
- (g). The name and address of every person owning more than a five percent (5%) share of the establishment;
- (h). The name, address, phone number and e-mail address (if any) of any terminal operator or distributor owning, servicing or maintaining a video gaming terminal;
- (i). A copy of the establishment’s State of Illinois Video Gaming License;
- (j). A statement as to the number of video gaming terminals which the establishment will have on its premises;

(k). A statement that the establishment is not in arrears in any tax, fee or bill due to the City of Decatur or State of Illinois;

(l). A statement that the establishment agrees to abide by all State and Federal laws and any local ordinance;

(m). A statement that no owner with more than a five percent (5%) interest or manager of the establishment has ever been convicted of a felony, a gambling offense, or a crime of moral turpitude. In the event that an establishment cannot provide such statement, the establishment may apply for a Certificate of Rehabilitation from the City Manager indicating that the individual who would disqualify the establishment from obtaining the Video Gaming License has been rehabilitated and is no longer a threat to violate the law. The City Manager may consider the nature of the offense, the length of time since the offense, the length of time since release from custody, and other factors to determine if the individual has rehabilitated himself such that he is no longer likely to commit another offense.

4. **VIDEO GAMING LICENSE FEES.** The fee for a Video Gaming License shall be \$750 per video gaming terminal per year. Video Gaming Licenses shall be issued by the Finance Department and shall be for a twelve-month period commencing on the first day of January of each year. There shall be no pro-ration of any fee.

5. **NUMBER OF VIDEO GAMING TERMINALS.** No establishment shall have on its premises more video gaming terminals than are permitted by the Video Gaming License.

6. **UNLAWFUL ACTIVITY.** No establishment shall permit the use of a video gaming terminal in any manner not authorized by State law including, but not limited to, improper location of terminals, lack of required oversight, payouts in excess of those provided for by law, side bets, underage use, and other illegal gambling activities.

7. **EMPLOYER RESPONSIBILITY.** Any action by an employee of an establishment in violation of the provisions of this Ordinance shall be considered a violation committed by the establishment.

8. **LICENSE REVOCATION.** Any Video Gaming License may be revoked, after notice and hearing by the City Manager, or his designee, for any of the following reasons:

- (a). Failure to pay the Video Gaming License fee;
- (b). Violation of any law occurring on the establishment's premises committed by the establishment or an employee of the establishment;
- (c). Violation of any law or State regulation regarding video gaming or video gaming terminals;
- (d). Violation of any law occurring on the establishment's premises which the establishment did not take adequate means to prevent, or did not respond in an appropriate manner after it became aware of such violation;
- (e). Failure to pay any tax, fee, or bill due to the City of Decatur; or
- (f). Failure to provide current information regarding the ownership or location of the business.

The rules of evidence shall not apply at the hearing and hearsay will be permitted. At the hearing, the City Manager, or his designee, shall determine by a preponderance of the evidence whether a lawful reason exists to revoke the license. The City Manager, or his designee, after determining that a lawful reason exists to revoke the license, shall also determine whether that lawful reason merits the sanction of a revocation of the license.

9. **INSPECTIONS.** The holder of a video gaming license is hereby required to make available for inspection by police officers of the City any part of the premises.

10. **PENALTY.** Any person, firm or corporation who shall violate any provision of this Chapter shall be fined not less than Two Hundred Fifty Dollars (\$250.00) nor shall more than Five Hundred Dollars (\$500.00) for each offense, and each day of a continuing violation be deemed a separate offense. The penalties or remedies provided herein shall be cumulative and resort to any one or more shall be no defense to prosecution of another.

ORDINANCE NO. _____
ORDINANCE AMENDING CITY CODE
- CHAPTER 54 -
-AMUSEMENT DEVICES -

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

Section 1. That Chapter 54 of the City Code of the City of Decatur, Illinois, be, and the same is hereby modified and amended by amending Section 1, so that Section 1 as so modified and amended, shall provide as follows:

1. LICENSE. No person, firm or corporation shall operate, maintain or conduct a shuffle board, shuffle alley, bank board, coin operated pool table, coin operated bowling machine, coin operated baseball machine, gun or target type mechanical amusement device, video game or any other mechanical or electronic amusement device open to the public for hire or gain without having first obtained a license therefor. Amusement devices shall not include video gaming devices as defined by the Illinois Video Gaming Act 230 ILCS 40/1 et. seq.

Section 2. That the City Clerk be, and she is hereby, authorized and directed to cause the provisions hereof to be appropriately set out in the City Code and to cause the same to be published in pamphlet form according to law.

PRESENTED, PASSED, APPROVED AND RECORDED this 16th day of November, 2015.

JULIE MOORE WOLFE, MAYOR

ATTEST:

CITY CLERK

PUBLISHED this _____ day of _____, 2015.

CITY CLERK

ADDITIONS AND DELETIONS

CHAPTER 54 - AMUSEMENT DEVICES -

1. LICENSE. No person, firm or corporation shall operate, maintain or conduct a shuffle board, shuffle alley, bank board, coin operated pool table, coin operated bowling machine, coin operated baseball machine, gun or target type mechanical amusement device, video game or any other mechanical or electronic amusement device open to the public for hire or gain without having first obtained a license therefor. Amusement devices shall not include video gaming devices as defined by the Illinois Video Gaming Act 230 ILCS 40/1 et. seq..

Financial Management

DATE: 11/6/2015

MEMO: Financial Management 2015-15

TO: Honorable Mayor Moore Wolfe and City Council Members

FROM: Tim Gleason, City Manager
Gregg D. Zientara, City Treasurer & Director of Finance
Jeff Abbott, Fire Chief of the City of Decatur

SUBJECT: Resolution Authorizing City Manager to Execute Professional Service Engagement Agreement with Dewberry Architects, Inc. for the Fire Department Facility Assessment Study

SUMMARY RECOMMENDATION:

City Administration recommends City Council approval of the attached Council Resolution to authorize the City Manager to enter into a professional service agreement with Dewberry Architects, Inc. for the purpose to conduct an architectural and facility condition assessment of the City's seven (7) fire stations.

BACKGROUND:

The City has seven (7) fire stations located throughout the City footprint. The age of the current fire stations range from twenty-plus (20+) to fifty-plus (50+) years, with the newest fire station, fire station number 1, placed into service approximately twenty-one (21) years ago.

Fire 1 – built circa 1994, current age 21 years, Grand and Water
Fire 2 – built circa 1975, current age 40 years, 27th and William
Fire 3 – built circa 1927, current age 88 years, Fairview & Eldorado
Fire 4 – built circa 1962, current age 53 years, 22nd Street (Firestone)
Fire 5 – built circa 1962, current age 53 years, US 51 north of Brentwood Village
Fire 6 – built circa 1966, current age 49 years, US 51 south (South Shores)
Fire 7 – built circa 1970, current age 45 years, Airport

The age of the current facilities is such that require a level of repair and maintenance that continues to increase each year, placing a drain on available financial resources of the City.

The City will engage Dewberry Architects, Inc. to perform a facility assessment, to ascertain the structural integrity of the facilities and define the level of investment required to secure the current facilities for longer term use at affordable long term expense within the constraints of the City budgets.

The Dewberry proposal included in the Council packet identified two (2) phases for project undertaking as follows:

- Phase 1 - Existing facility assessment for a cost of \$51,280,
- Phase 2 - Facility space needs programming and conceptual design for a cost of \$17,035

At this time, the City has determined that the existing facility assessment, Phase 1, is the undertaking that the City desires to perform. The facility space needs programming, Phase 2, is a longer term initiative, albeit required, can be deferred to a later point in time for engagement.

Therefore, the City is requesting Council consent to engage Dewberry Architects, Inc. in Phase 1 work-scope for a cost of \$51,280.

The study, once approved by City Council, will commence in the 4th quarter of 2015 with deliverables from Dewberry Architects in early 2016.

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

INPUT FROM OTHER SOURCES:

No input from other sources.

STAFF REFERENCE: Tim Gleason, City Manager Gregg D. Zientara, City Treasurer & Director of Finance Jeff Abbott, Fire Chief of the City of Decatur

BUDGET/TIME IMPLICATIONS:

Funding for the study is covered within the 2016 budget.

ATTACHMENTS:

Description	Type
Resolution	Resolution Letter
Engagement Agreement	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Financial Management	Bright, Debbie	Approved	11/11/2015 - 11:10 PM

RESOLUTION NO. R_____

**RESOLUTION AUTHORIZING CITY MANAGER TO EXECUTE A
PROFESSIONAL SERVICE AGREEMENT WITH DEWBERRY
ARCHITECTS, INC. TO PERFORM A FIRE DEPARTMENT FACILITY
ASSESSMENT STUDY**

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

Section 1. That the Professional Service Agreement presented herewith to the City Council between the City of Decatur, Illinois and Dewberry Architects, Inc., be, and the same is hereby, received, placed on file and approved.

Section 2. That the City Manager be, and is hereby, authorized and directed to sign said engagement agreement in substantially the same form as presented, on behalf of the City of Decatur, Illinois.

PRESENTED AND ADOPTED this 16th day of November, 2015.

Julie Moore Wolfe, Mayor

ATTEST:

CITY CLERK

October 20, 2015

VIA ELECTRONIC MAIL

City of Decatur
Gregg Zientara
1 Gary K. Anderson Plaza
Decatur, IL 62523
GZientara@decaturil.gov

RE: Letter Proposal for Facility Assessment and Study

Dear Gregg,

Thank you for the opportunity to provide the City of Decatur with a proposal to assess the Decatur Fire Department's seven fire stations and do a needs analysis of each facility. Dewberry Architects Inc. ("Dewberry") is committed to ensuring that the City of Decatur needs are met, and we will make available the necessary resources to complete this effort to your complete satisfaction. Below is our understanding of the City of Decatur's request and a proposed Scope of Services.

PROJECT UNDERSTANDING

The City of Decatur and the Decatur Fire Department are looking for a total assessment of all their fire stations and receive Dewberry team's recommendations and ranks of each station in order of priority of work to be done based on the following:

- Cost of Renovation work vs. New Construction
- Long Term Investment (5 years +) vs. Short Term Investment (1-3 years)

SCOPE OF WORK

Dewberry proposes the following tasks to complete the Facility Assessment and Study:

- | | |
|---------|---|
| Task 1: | Existing Facility Assessments |
| Task 2: | Space needs Programming and Conceptual Design Studies |

Detailed Approach

The following summarizes Dewberry's approach to the Project by Task, including major milestones and pricing.

Task 1: Existing Facility Assessments

- Interview staff at each station about the history and building maintenance of the station as they know it.
- On-site building assessments of each station (total of 7)
- Local code and ordinance review
- Create Draft Assessment Report and issue for review

- Create system narratives
 - Create Architectural narrative
 - Create budgetary cost estimate for improvements
 - Technology assessment
- Review of the Draft report with the City of Decatur.
- Create Final Assessment Report

Assumptions: The City of Decatur has floor plans of Station 1 only. The City of Decatur has maintenance records of each station.

Deliverables: Facility Assessment Report that ranks each station in priority of the necessity to complete facility improvements.

Price: \$ 51,280.00

Schedule: Draft report completed 2 months after the start of the project. Final Assessment Report completed 1 month after review comments are received from the City of Decatur

Task 2: *Space needs Programming and Conceptual Design Studies*

- Interview Fire Department Staff and send out questionnaires
- Create Draft Program and issue for review
 - Create spreadsheet matrix of existing, current and future needs
 - Create graphics of floor plans to support spreadsheet data
 - Create graphic for demographics to support Fire Station growth
 - Create departmental functional diagrams
- Develop preliminary concept design study for addition/renovations at one station of the Fire Departments choosing
- Present preliminary concept design study to City of Decatur and Fire Department
- Revise preliminary concept and issued for review by the City of Decatur and Fire Department
- Review of proposed final concept design with City of Decatur and Fire Department
- Develop narratives and cost estimates
- Create Final Space Needs Assessment Report
- Presentation to the City of Decatur and Fire Department

Note: The proposed study would be focused on one of the six (6) older Fire Stations since the majority have the same floor plan.

Assumptions: N/A

Deliverables: Space Needs Assessment Report

Price: \$ 17,035.00

Schedule: Preliminary concept design studies issued for review 1.5 months after start of project. Final Space Needs Assessment Report issued to the City of Decatur 1.5 months after review.

PROJECT SCHEDULE

This project is anticipated to be complete in accordance with the milestones/schedule described below:

To the extent the City of Decatur has additional or different scheduling needs, Dewberry would be happy to discuss how to accommodate them.

PRICE & PAYMENT

City of Decatur shall pay Dewberry for services rendered a lump sum amount of \$ 68,315.00 as set forth in detail above. Invoicing will be on a monthly basis by percentage of tasks completed. Payments shall be made on a net 30 day basis. This represents Dewberry's best judgment at this time as to the effort required to achieve the stated scope. Any work not included in the scope described herein will be performed on an hourly basis in accordance with Dewberry's Standard Hourly Billing Rate Schedule, attached as Attachment A, and incorporated by reference in this proposal.

STANDARD TERMS AND CONDITIONS

Dewberry's Attachment B - Standard Terms and Conditions are incorporated by full text into and made a part of this proposal (copy attached).

If the above meets with your approval, please sign this letter below and return a complete copy of the letter to my attention, which will serve as our authorization to proceed with this project. Should you have any questions or comments regarding this proposal, please feel free to contact me at 847.841.0612 or through email: jtallman@dewberry.com.

Sincerely,



Jonathan Tallman, AIA, GGP, GPCP
Project Manager

Encls. Attachment A – Dewberry Standard Hourly Billing Rate Schedule
Attachment B – Dewberry Standard Terms and Conditions

[continued on next page]

PROPOSAL ACCEPTED BY:

CLIENT'S AUTHORIZED REPRESENTATIVE:

Typed Name: _____

Title: _____

Date: _____

ATTACHMENT B STANDARD TERMS AND CONDITIONS

These Standard Terms and Conditions ("STCs") are incorporated by reference into the foregoing agreement or proposal, along with any future modifications or amendments thereto made in accordance with Paragraph 24 below (the "Agreement") between Dewberry ("we" or "us" or "our") and its client ("you" or "your") for the performance of architectural, engineering, surveying, planning, or other services ("Services"). These STCs are fully binding upon you just as if they were fully set forth in the body of the Agreement, and shall supersede any term or provision elsewhere in the Agreement in conflict with these STCs.

1. **Period of Offer.** Unless we decide, in writing, to extend the period for acceptance by you of our proposal, you have 90 days from our proposal date to accept our proposal. We have the right to withdraw the proposal at any time before you accept. Delivery of a signed proposal—whether original or copy—to us constitutes your acceptance of the proposal, including attachments expressly incorporated into the proposal by reference. The proposal and incorporated attachments shall constitute the entire agreement between you and us.

If you request us to render Services before you deliver a signed proposal to us, and we render Services in accordance with the proposal, you agree that the proposal and these STCs constitute the Agreement between you and us even if you fail to return a signed proposal to us.

2. **Scope of Services.** For the fee set forth in the Agreement, you agree that we shall only be obligated to render the Services expressly described in the Agreement. Unless the Agreement expressly requires, in no event do we have any obligation or responsibility for:

- a. The correctness and completeness of any document which was prepared by another entity.
- b. The correctness and completeness of any drawing prepared by us, unless it was properly signed and sealed by a registered professional on our behalf.
- c. Favorable or timely comment or action by any governmental entity on the submission of any construction documents, land use or feasibility studies, appeals, petitions for exceptions or waivers, or other requests or documents of any nature whatsoever.
- d. Taking into account off-site circumstances other than those clearly visible and actually known to us from on-site work.
- e. The actual location (or characteristics) of any portion of a utility which is not entirely visible from the surface.
- f. Site safety or construction quality, means, methods, or sequences.
- g. The correctness of any geotechnical services performed by others, whether or not performed as our subcontractor.
- h. The accuracy of earth work estimates and quantity take-offs, or the balance of earthwork cut and fill.

Should shop drawing review be incorporated into the Services, we shall pass on the shop drawings with reasonable promptness. Checking and approval of shop drawings will be general, for conformance with the design concept of the project to which this Agreement relates ("Project") and compliance with the information given in the construction documents, and will not include quantities, detailed dimensions, nor adjustments of dimensions to actual field conditions. Approval shall not be construed as permitting any departure from contract requirements nor as relieving the Contractor of the sole and final responsibility for any error in details, dimensions or otherwise that may exist.

We do not provide legal, accounting, or insurance services.

3. **Your Oral Decisions.** You, or any of your directors, officers, partners, members, managers, employees or agents having apparent authority from you, may orally: (a) make decisions relating to Services or the Agreement; (b) request a change in the scope of Services under the Agreement; or (c) request us to render additional services under the Agreement, subject to our right to require you to submit the request in writing before your decision or request shall be considered to have been effectively made. You may, at any time, limit the authority of any or all persons to act orally on your behalf under this Paragraph 3, by giving us seven 7 days advance written notice.

Dewberry will only take direction from the City Manager, City Treasurer and the Fire Chief. Each of these three will have authority to commit the City in any matters of work scope.

4. **Proprietary Rights.** Dewberry recognizes and acknowledges that the City of Decatur is a municipal corporation and as such is subject to the laws of the State of Illinois including the Freedom of Information Act. To the extent possible, the City agrees that the drawings, specifications and other documents prepared by Dewberry under this Agreement are instruments of their service for use solely for the Project and, unless otherwise provided, shall be deemed the author of these documents and shall retain all common law, statutory, and other reserved rights, including the copyright and rights to any Dewberry trademarks. You shall be permitted to retain copies, including reproducible copies of our instruments of service for information and reference for the Project. Our drawings, specifications, or other documents shall not be used by you or others on other projects for any reason or for completion of this Project by other professionals, unless you enter into a written agreement with us allowing for such use. Submission or distribution of documents to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication inconsistent with our reserved rights.

5. **Fees and Compensation.** If you request us to render services not specifically described in the Agreement, or, if we or anyone in our employ, is called upon to be deposed or to testify in a matter in which we are not a named party, that relates to the Project, you agree to compensate us for such services in accordance with the hourly rates as set forth on Attachment A of this Agreement or in any subsequently effective schedule, unless otherwise agreed in writing. If no compensation rate is set forth on Attachment A, or through written agreement between you and us, we shall be compensated for such services at our then current hourly rates. We may unilaterally increase our lump sum or unit billing rates on each anniversary of your acceptance of this Agreement by as much as five percent or the percentage increase in the CPI-W (U.S. Department of Labor Consumer Price Index-Washington), whichever is greater. Hourly rates are subject to periodic revision at our discretion.

6. **Period of Service.** The provisions of this Agreement and the compensation provided for under the Agreement have been established in anticipation of the orderly and continuous progress of the Project. Our obligation to render services will extend only for that period which may reasonably be required to complete the Services in an orderly and continuous manner and we may then, at our sole option, terminate the Agreement.

7. **Construction Costs.** Construction costs are defined as the total actual cost or estimated cost to you of all elements of the project designed or specified by us excluding our fees. We assume no responsibility for any Project or construction cost estimates or opinions given to you as we have no control over the cost of labor, materials, equipment, or services furnished by others, or over competitive bidding or market conditions.

8. **Reimbursable Expenses.** Unless the Agreement otherwise provides, you shall reimburse us, or our affiliates, for all expenses we incur to render the Services for you under this Agreement, plus fifteen percent. We may submit invoices for reimbursable expenses separately from invoices for Services.

9. **Payment Terms.** We may submit invoices at any time to you for Services and for reimbursable expenses incurred. Invoices are payable within 30 days of the invoice date, and you agree to pay a finance charge of one and one half percent per month on any unpaid balance not received by us within 30 days of the invoice date. Invoices may be based either upon our estimate of the proportion of the total services actually completed at the time of billing for lump sum or fixed fee services, or in the case of hourly services, upon rendering of the Services. If any invoice is not paid within 30 days of the invoice date, we shall have the right either to suspend the performance of our Services until all invoices more than 30 days past due are fully paid or to terminate the agreement and to initiate proceedings to recover amounts owed by you. Additionally, we shall have the right to withhold from you the possession or use of any drawings or documents prepared by us for you under this or any other agreement with you until all delinquent invoices are paid in full. You shall not offset payments of our invoices by any amounts due, or claimed to be due for any reason.

If you do not give us written notice disputing an invoice within 20 days of the invoice date, the invoice shall conclusively be deemed correct. All payments made by you should specify the invoice numbers being paid. If we receive payments that do not specify the invoices being paid, you agree that we may apply payments in our sole discretion. Time is of the essence of your payment obligations; and your failure to make full and timely payment shall be deemed a material breach.

10. **Information From You and Public Sources.** You shall furnish us all plans, drawings, surveys, deeds and other documents in your possession, or that come into your possession, which may be related to the Services, and shall inform us in writing about all special criteria or requirements related to the Services (together, "Information"). We may obtain deeds, plats, maps and any other information filed with or published by any governmental or quasi-governmental entity (together, "Public Information"). Unless we are engaged in writing as an additional service to independently verify such, we may rely upon Information and Public Information in rendering Services. We shall not be responsible for errors or omissions or additional costs arising out of our reliance on Information or Public Information. You agree to give prompt notice to us of any development or occurrence that affects the scope or timing of Services, or any defect in the final work submitted by us, or errors or omissions of others as they are discovered. We shall not be responsible for any adverse consequence arising in whole or in part from your failure to provide accurate or timely

information, approvals and decisions, as required for the orderly progress of the Services.

11. Plan Processing. We may submit plans and related, or other, documents to public agencies for approval. However, it may be necessary, in order to serve your interests and needs, for us to perform special processing, such as attending meetings and conferences with different agencies, hand carrying plans or other documents from agency to agency, and other special services. These special services are not included in the basic fee and shall be performed as additional services on an hourly fee basis in accordance with our applicable hourly rate schedule.

12. Meetings and Conferences. To the extent the Agreement provides, we will attend meetings and conferences that you, or your representatives, reasonably require. Furthermore, we will meet on an as-needed basis with public agencies that might be involved in the Project. Because we cannot forecast the scope and nature of these meetings and conferences, we will perform meeting and conference services on an hourly fee basis in accordance with our applicable hourly rate schedule.

13. Your Claims. You release us from, and waive, all claims of any nature for any and all errors or omissions by us related to our performance under this Agreement, or in the performance of any supplementary services related to this Agreement, unless you have strictly complied with all of the following procedures for asserting a claim, as to which procedures time is of the essence:

a. You shall give us written notice within 10 days of the date that you discover, or should, in the exercise of ordinary care, have discovered that you have, or may have, a claim against us. If you fail to give us written notice within such 10 days, then such claim shall forever be barred and extinguished.

b. If we accept the claim, we shall have a reasonable time to cure any error or omission and any damage. This shall be your sole remedy, and you must not have caused the error or omission, or any damage resulting from the error or omission, to be cured, if we are ready, willing and able to do so.

c. If we reject the claim, we shall give you written notice of such rejection within 30 days of our receipt of the notice of claim from you. You shall then have 60 days within which to furnish us with an opinion from a recognized expert in the appropriate discipline, corroborating your claim that we committed an error or omission, and establishing that the error or omission arose from our failure to use the degree of care ordinarily used by professionals in that discipline in the jurisdiction local to the Project. If you fail to furnish us such an opinion from a recognized expert within 60 days from the date we send you notice of our rejection of the claim, then such claim shall forever be barred and extinguished.

d. We shall have 60 days from receipt of the written opinion of your expert within which to reevaluate any claim asserted by you. If we again reject such claim, or if the 60 day period from receipt of the written opinion of your expert elapses without action by us, then you may have recourse to such other remedies as may be provided under this Agreement.

14. Hazardous or Toxic Wastes or Substances, Pollution or Contamination. You acknowledge that Services rendered under this Agreement may, or will, involve or be affected by hazardous or toxic wastes or substances, or pollution or contamination due to the presence of hazardous or toxic wastes or substances. To induce us to enter into this Agreement, you agree to indemnify and hold us harmless from liability, loss and damages of any nature, including actual attorney's fees and related costs and expenses, arising out of claims made against us that relate, in any way, to both (a) hazardous or toxic wastes or substances, or pollution or contamination due to the presence of hazardous or toxic wastes or substances, and (b) the performance by us of our obligations under the Agreement, whether or not such performance by us is claimed to have been, or was, or may have been, negligent. Unless otherwise expressly set forth in this Agreement, we shall have no responsibility for searching for, or identifying, any hazardous or toxic wastes or substances, or pollution or contamination due to the presence of hazardous or toxic wastes or substances; but if we discover or suspect the presence of any such wastes, substances, pollution or contamination due to the presence of hazardous or toxic wastes or substances, then we, in our sole discretion, and at any time, may stop work under, or terminate, this Agreement, in which event we will have no further liability to you for performance under this Agreement, and you shall make the payments to us required by Paragraph 15 of the STCs.

15. Termination. Either party may terminate the Agreement if the other party materially breaches the Agreement. You shall immediately pay us for our services rendered and expenses incurred through the termination date, including fees and expenses that we incur as a result of the termination.

16. Payment of Other Professionals. If this Agreement includes continuation of services begun by other architects, engineers, planners, surveyors, or other professionals, we may suspend our services until you make arrangements satisfactory to such other professionals for payment. If satisfactory arrangements have not been made within a time determined by us to be reasonable, then we may in our sole discretion terminate this Agreement.

17. Assignment and Third-Party Beneficiaries. Neither party shall assign or transfer any rights, interests or claims arising under this Agreement without the written consent of the other. This Agreement shall not confer any benefit or right upon any person or entity other than you, us and our partners, members, managers, directors, officers, employees, agents and subcontractors. Our partners, members, managers, directors, officers, employees, agents and subcontractors shall have and shall be entitled to the protection afforded us under Paragraphs 10, 13, 14, 17, 21 and 23 of this Agreement. Despite anything in this Paragraph 17 to the contrary, we may employ independent consultants, associates, and subcontractors as we may deem necessary to render the Services and we may assign our right to receive compensation under this Agreement.

18. Applicable Law and Forum Selection. The State of Illinois' laws shall govern this Agreement in all respects, including matters of construction, validity, and performance. Except as provided in Paragraph 19, the parties agree that the courts of Macon County, Illinois, and the Federal District Court, Central District of Illinois, (together, "Courts") shall have exclusive jurisdiction over any controversy, including matters of construction, validity, and performance, arising out of this Agreement. The parties consent to the jurisdiction of the Courts and waive any objection either party might otherwise be entitled to assert regarding jurisdiction. The parties irrevocably waive all right to trial by jury in any action, proceeding, or counterclaim arising out of or related to this Agreement.

19. Dispute Resolution. Any claims or disputes between the Client and Dewberry shall be submitted to non-binding mediation. Client and Dewberry agree to include a similar mediation agreement with all contractors, subcontractors, sub consultants, suppliers, and fabricators, thereby providing mediation as the primary method for dispute resolution between all parties.

If the parties do not resolve a dispute through mediation, the method of binding resolution shall be litigation in a court in Macon County, Illinois. Both parties waive their right to a jury trial to resolve any and all claims, including but not limited to those sounding in contract, tort, or statute, against the other arising out of or connected in any way to the Project or this Agreement because the parties hereto believe that the complex commercial and professional aspects of their dealings with one another make a jury determination neither desirable nor appropriate.

20. Severability. If any part, term, or provision of this Agreement is held to be illegal or unenforceable, the validity and enforceability of the remaining parts, terms, and provisions of this Agreement shall not be affected, and each party's rights shall be construed and enforced as if the Agreement did not contain the illegal or unenforceable part, term, or provision.

21. Limitations on Liability. Our liability for any loss, property damage or bodily injury of or to you caused in whole or in part by us in the performance of this Agreement, or in the performance of any supplementary services in any way related to this Agreement, shall be limited in the aggregate to the amount of fees that you have paid to us for the Services. The parties intend that the foregoing limitation on liability shall apply to all claims, whether sounding in tort, in contract, in warranty, or otherwise. You release, waive, and shall not seek contribution from, or indemnification by, us for any claims of any nature made against you by any other person who may suffer any loss, property damage or bodily injury in any manner associated with our services, or our partners, members, managers, directors, officers, employees, agents and subcontractors under this Agreement, or any supplementary services in any way related to this Agreement. We shall not be liable to you, in any event or for any amount, for delays; or for consequential, special or incidental damages; or for punitive or exemplary damages. Should you find the terms of this Paragraph 21 unacceptable, we are prepared to negotiate a modification in consideration of an equitable surcharge to pay our additional insurance premiums and risk.

22. Payment of Attorney's Fees. Each party shall pay their attorney's fees and expenses for the prosecution or defense of any cause of action, claim or demand arising under this Agreement in any court or in arbitration.

23. Indemnification. The parties mutually agree to indemnify and hold each harmless from and against any and all liability, loss, damages, claims and demands for loss, damages, property damages or bodily injury, arising out of work undertaken on the Project by either party, their contractors, subcontractors or other independent company or consultants employed to work on the Project, or their respective partners, members, manager, directors, officers, employees, agents or assigns; or arising out of any other operation, no matter by whom performed, for and on behalf of either party, or such contractor, subcontractor or other independent company or

consultant in any way related to this Agreement provided that the parties are not required to indemnify and hold each other harmless under this Paragraph in the event of the negligence of the other party.

24. **Integration Clause.** The Agreement represents the entire agreement of the parties. No prior representations, statements, or inducements made by either us, you, or the respective agents of either, that is not contained in the Agreement shall enlarge, modify, alter, or otherwise vary the written terms of the Agreement unless they are made in writing and made a part of the Agreement by attachment, incorporated by reference in the Agreement or signed or initialed on behalf of both parties.

Standard Hourly Billing Rate Schedule

Dewberry	Hourly Rates
Professional	
Principal	\$260.00
Architect I,II,III	\$85.00, \$95.00, \$105.00
Architect IV,V,VI	\$125.00, \$135.00, \$155.00
Architect VII,VIII,IX	\$180.00, \$190.00, \$210.00
Interior Designer I,II,III,IV	\$65.00, \$80.00, \$100.00, \$135.00
Engineer I,II,III	\$90.00, \$100.00, \$115.00
Engineer IV,V,VI	\$130.00, \$145.00, \$160.00
Engineer VII,VIII,IX	\$175.00, \$190.00, \$210.00
Other Professionals I, II, III	\$90.00, \$100.00, \$110.00
Other Professionals IV, V,VI	\$130.00, \$145.00, \$160.00
Other Professionals VII, VIII, IX	\$185.00, \$200.00, \$215.00
Technical	
Geographer/GIS I,II,III	\$80.00, \$90.00, \$100.00
Geographer/GIS IV,V,VI	\$110.00, \$125.00, \$145.00
Geographer/GIS VII,VIII,IX	\$165.00, \$195.00, \$205.00
Designer I,II,III	\$95.00, \$110.00, \$135.00
Designer IV,V,VI	\$150.00, \$170.00, \$190.00
CADD Technician I,II,III,IV	\$65.00, \$80.00, \$90.00, \$105.00
Surveyor I,II,III	\$55.00, \$60.00, \$75.00
Surveyor IV,V,VI	\$90.00, \$105.00, \$120.00
Surveyor VII,VIII,IX	\$140.00, \$160.00, \$175.00
Other Technical I,II,III	\$55.00, \$75.00, \$95.00
Other Technical IV, V, VI	\$115.00, \$130.00, \$150.00
Construction	
Construction Professional I,II,III	\$120.00, \$130.00, \$145.00
Construction Professional IV,V,VI	\$170.00, \$190.00, \$200.00
Inspector I,II,III	\$75.00, \$90.00, \$100.00
Inspector IV,V,VI	\$115.00, \$130.00, \$145.00
Administration	
Admin Professional I,II,III,IV	\$65.00, \$80.00, \$90.00, \$100.00
Non-Labor Direct Costs	Cost + 15%

Financial Management

DATE: 10/27/2015

MEMO: Financial Management Department #2015-16

TO: Honorable Mayor Moore Wolfe and City Council Members

FROM: Tim Gleason, City Manager
Gregg D. Zientara, City Treasurer & Director of Finance

SUBJECT: Resolution Authorizing City Manager to Execute Professional Service Engagement Agreement with CliftonLarsonAllen Wealth Advisors, LLC to Conduct an Independent Fiduciary Performance Review of the Firefighter and Police Pension Fund Investment Advisors

SUMMARY RECOMMENDATION:

City Administration recommends City Council approval of the attached Council Resolution to authorize the City Manager to enter into a professional service agreement with CliftonLarsonAllen, Wealth Advisors to conduct an independent fiduciary performance review of the Firefighter and Police Pension Fund Investment Advisors.

The cost of the review is \$14,000 for the Firefighter Fund and \$14,000 for the Police Fund.

CliftonLarsonAllen Wealth Advisors, LLC is an SEC-registered investment advisor, providing advisory services to clients, with primary emphasis on evaluation of investment stewardship, governance and cost control.

BACKGROUND:

The City of Decatur is statutorily responsible to provide monetary contributions funding the City's Firefighter and Police Pension Funds.

The City of Decatur annual required contributions ("ARC") to the Firefighter and Police Pension Funds are determined by analysis performed by an independent actuary in accordance with actuarial protocols compliant with State of Illinois and Government Accounting Standards Board ("GASB") funding requirements.

The ARC is determined by various factors including 1) investment return of fund assets invested, 2) future expected pay increases of current active participants, and 3) life expectancy of active participants.

A principal determinant of the ARC is the investment return of fund assets.

As such, City Administration has a fiduciary responsibility in the evaluation of pension fund

contributions to determine that the investment return of assets invested is at the maximum level possible.

It is for this reason that the City is requesting Council approval of this resolution to enable the independent review of the pension fund investment advisors performance.

City Administration believes such review requested is a best practice process for periodic review by an independent advisor and is a normal and customary practice to ensure maximization of assets invested.

Further maximization of investment returns on pension fund assets has the potential to limit City contributions from current cash sources in contributions to the pension funds.

The City of Decatur has recently (last 3 years) funded the ARC through three (3) sources as follows:

- Property tax levy,
- Payment in Lieu of Tax (PILOT),
- Personal Property Replacement Tax (PPRT)

The principal funding source has historically been the property tax levy, with additional contributions funded by PILOT and PPRT.

	Fire Pension Funding			Police Pension Funding		
	2016	2015	2014	2016	2015	2014
Tax levy	86%	86%	89%	84%	86%	86%
PILOT	8%	7%	5%	9%	7%	9%
PPRT	6%	7%	6%	7%	7%	5%
Total	100%	100%	100%	100%	100%	100%

City Pension fund dollar contributions as follows:

	Fire Pension Funding			Police Pension Funding		
	2016	2015	2014	2016	2015	2014
\$(000)						
Tax levy	4,300	3,675	3,750	3,500	3,626	3,700
PILOT	385	285	216	380	281	208
PPRT	300	300	267	300	300	369
Total	4,985	4,260	4,233	4,180	4,207	4,277

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

INPUT FROM OTHER SOURCES:

No input from other sources.

STAFF REFERENCE: Tim Gleason, City Manager Gregg D. Zientara, City Treasurer & Director of Finance

BUDGET/TIME IMPLICATIONS:

Funding for the study is covered within the City budget.

ATTACHMENTS:

Description	Type
Resolution	Resolution Letter
Fire Engagement Letter	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Financial Management	Bright, Debbie	Approved	11/11/2015 - 11:11 PM

RESOLUTION NO. R_____

**RESOLUTION AUTHORIZING CITY MANAGER TO EXECUTE A
PROFESSIONAL SERVICE AGREEMENT WITH
CLIFTONLARSONALLEN WEALTH ADVISORS, LLC TO CONDUCT
AN INDEPENDENT FIDUCIARY PERFORMANCE REVIEW OF THE
FIREFIGHTER PENSION FUND INVESTMENT ADVISOR**

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

Section 1. That the Professional Service Agreement presented herewith to the City Council between the City of Decatur, Illinois and CliftonLarsonAllen Wealth Advisors, be, and the same is hereby, received, placed on file and approved.

Section 2. That the City Manager be, and is hereby, authorized and directed to sign said engagement agreement in substantially the same form as presented, on behalf of the City of Decatur, Illinois.

PRESENTED AND ADOPTED this 16th day of November, 2015.

Julie Moore Wolfe, Mayor

ATTEST:

CITY CLERK

Engagement Letter for Investment Monitoring and Consulting Services for City of Decatur

CONSULTING SERVICE AGREEMENT

This agreement ("Agreement") is made on this 9th day of November, 2015, between City of Decatur ("Client", "Clients", "you", or "your") and CliftonLarsonAllen Wealth Advisors, LLC, ("CLA Wealth Advisors", "we", or "our"), for CLA Wealth Advisors' investment consulting services.

PURPOSE OF SERVICES

Clients agree to retain CLA Wealth Advisors to assist them by providing certain consulting services as described in this Agreement (the "Services"), and CLA Wealth Advisors agrees to perform the Services under the conditions set forth in this Agreement. It is expressly understood that CLA Wealth Advisors and any employees, subcontractors or agents of CLA Wealth Advisors are independent contractors and not employees of The Clients.

Since CLA Wealth Advisors is not an employee or partner of Clients, CLA Wealth Advisors will not have the authority to sign any correspondence, reports, tax returns or any other deliverables on behalf of the Clients. Furthermore, CLA Wealth Advisors must receive approval from the Clients before commencing the Services and must also receive approval from the Clients before initiating contact with any third party on behalf of the Clients.

SCOPE OF SERVICES

Deliver one report for the City of Decatur Firemen Pension Plan:

- 1) Review Account Performance
 - Gather performance data from managers
 - Review manager benchmarks
 - Calculate/evaluate manager performance statistics
 - Review/comment on manager's most recent quarterly reports
 - Provide a reasonable forward-looking return expectation
- 2) Document and review manager fees
- 3) Review the current asset allocation within the context of the relevant state statutes
 - Client will provide the relevant state statutes

- 4) Attend one meeting in person on a mutually agreeable date to present findings to management (City Manager and Finance Director).

MANAGEMENT RESPONSIBILITIES

For all nonattest services we may provide to you, including these consulting services, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. Specifically, Gregg Zientara, Finance Director, will be the management member responsible for these services.

PROFESSIONAL FEES

The one-time fee for the above services will be \$14,000, payable on December 15, 2015.

DISPUTE RESOLUTION

The parties agree to meet and confer in good faith on all matters of common interest or all controversies, claims, or disputes ("Dispute") which materially affect the performance of either party under this Agreement. As soon as a Dispute is recognized by either party, it will communicate the substance of such Dispute pursuant to the Notices section of this Agreement. Once a Dispute has been raised, the parties will make all reasonable efforts to reach a resolution within thirty (30) days after one party has notified the other of the Dispute. If the parties fail to reach a resolution of the dispute within that time, either is free to seek whatever legal or equitable relief may be available to them under the applicable governing law.

CONFIDENTIALITY

We will hold the information supplied by you to us in confidence and we will not disclose it to any other person or party, unless you authorize us to do so, it is published or released by you, or it becomes publicly known or available other than through disclosure by us. This confidentiality provision does not prohibit us from disclosing your information to one or more of our affiliated companies in order to provide services that you have requested from us or from any such affiliated company. Any such affiliated company shall be subject to the same restrictions on the use and disclosure of your information as apply to us.

LEGAL COMPLIANCE

CLA Wealth Advisors represent that it is in compliance with all applicable state and federal laws, rules and regulations.

You agree to assume sole responsibility for full compliance with all applicable federal and state laws, rules or regulations and reporting obligations that apply to you or your business, including the accuracy and lawfulness of any reports you submit to any government regulator, authority or agency. You also agree to be solely responsible for providing legally sufficient substantiation, evidence or support for any

reports or information supplied by you to any governmental or regulatory body, agency, or for any insurance reimbursement in the event that you are requested to do so by any lawful authority. CLA Wealth Advisors, its successors, affiliates, officers and employees do not assume or undertake any duty to perform or to be responsible in any way for any such duties, requirements or obligations.

INFORMATION RETENTION

We agree to retain the documents, information and data you supplied to us or that we develop until seven (7) years after we provide you with our final bill under this agreement.

OTHER

Assignment. Neither party shall be permitted to assign this Agreement or any of its rights and obligations pursuant to this Agreement, in whole or in part, without the prior written consent of the other.

Force Majeure. Each party shall bear their own risk of a Force Majeure event disrupting their ability to fulfill their obligations under this Agreement.

No Joint Venture. Nothing contained in this Agreement will be deemed or construed as creating a joint venture or partnership between the parties. Except as expressly set forth in this Agreement, no party is by virtue of this Agreement authorized as an agent, employee or legal representative of the other party, and the relationship of the parties is, and at all times will continue to be, that of independent contractors.

Publicity. Neither party may use in advertising, publicity or otherwise (including on the Internet) the name of the other, or any trademark, trade dress, service mark, trade name, symbol or any abbreviation or contraction thereof without its prior express written consent, which consent may be withheld or withdrawn in the party's absolute discretion.

This agreement will remain in effect until it is terminated by either party on thirty (30) days' written notice, with or without cause. In the event of termination, the Terms of Engagement shall survive and remain in effect.

Any notices under this agreement shall be sent to the following addresses:

CliftonLarsonAllen Wealth Advisors, LLC
Attn.: Randy Wetherille
220 S. 6th Street Suite 300
Minneapolis, MN 55402

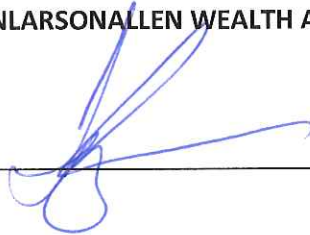
City of Decatur
Attn.: Gregg Zientara
1 Gary K Anderson Plaza
Decatur, IL 62523-1005015

We are performing this agreement as an independent contractor and we are not your employee or agent. This agreement contains the entire agreement and understanding between us and any prior proposals, communications, agreements and negotiations between us are merged into and replaced by this agreement, which may not be modified except in a writing signed by both parties. In the event that any provision of this agreement shall be deemed invalid or unenforceable, then the remainder of this agreement shall remain in force and effect. In the event of any Dispute, this agreement shall be governed by the laws of the State of Illinois, without giving effect to any choice of law principles.

We appreciate the opportunity to assist your organization and believe that this letter accurately summarizes the terms of our engagement. If you have any questions, please feel free to contact us.

If you agree with the terms of this engagement as described in this proposal, please sign the enclosed copy and return it to us.

CLIFTONLARSONALLEN WEALTH ADVISORS, LLC

 _____, Principal

City of Decatur acknowledges that the terms of this agreement accurately state your understanding with CLA Wealth Advisors. City of Decatur agrees to be bound by them.

DATED: _____ By _____
Title

RESOLUTION NO. R_____

**RESOLUTION AUTHORIZING CITY MANAGER TO EXECUTE A
PROFESSIONAL SERVICE AGREEMENT WITH
CLIFTONLARSONALLEN WEALTH ADVISORS, LLC TO CONDUCT
AN INDEPENDENT FIDUCIARY PERFORMANCE REVIEW OF THE
POLICE PENSION FUND INVESTMENT ADVISOR**

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

Section 1. That the Professional Service Agreement presented herewith to the City Council between the City of Decatur, Illinois and CliftonLarsonAllen Wealth Advisors, be, and the same is hereby, received, placed on file and approved.

Section 2. That the City Manager be, and is hereby, authorized and directed to sign said engagement agreement in substantially the same form as presented, on behalf of the City of Decatur, Illinois.

PRESENTED AND ADOPTED this 16th day of November, 2015.

Julie Moore Wolfe, Mayor

ATTEST:

CITY CLERK

Engagement Letter for Investment Monitoring and Consulting Services for City of Decatur

CONSULTING SERVICE AGREEMENT

This agreement ("Agreement") is made on this 9th day of November, 2015, between City of Decatur ("Client", "Clients", "you", or "your") and CliftonLarsonAllen Wealth Advisors, LLC, ("CLA Wealth Advisors", "we", or "our"), for CLA Wealth Advisors' investment consulting services.

PURPOSE OF SERVICES

Clients agree to retain CLA Wealth Advisors to assist them by providing certain consulting services as described in this Agreement (the "Services"), and CLA Wealth Advisors agrees to perform the Services under the conditions set forth in this Agreement. It is expressly understood that CLA Wealth Advisors and any employees, subcontractors or agents of CLA Wealth Advisors are independent contractors and not employees of The Clients.

Since CLA Wealth Advisors is not an employee or partner of Clients, CLA Wealth Advisors will not have the authority to sign any correspondence, reports, tax returns or any other deliverables on behalf of the Clients. Furthermore, CLA Wealth Advisors must receive approval from the Clients before commencing the Services and must also receive approval from the Clients before initiating contact with any third party on behalf of the Clients.

SCOPE OF SERVICES

Deliver one report for the City of Decatur Police Pension Plan:

- 1) Review Account Performance
 - Gather performance data from managers
 - Review manager benchmarks
 - Calculate/evaluate manager performance statistics
 - Review/comment on manager's most recent quarterly reports
 - Provide a reasonable forward-looking return expectation
- 2) Document and review manager fees
- 3) Review the current asset allocation within the context of the relevant state statutes
 - Client will provide the relevant state statutes

- 4) Attend one meeting in person on a mutually agreeable date to present findings to management (City Manager and Finance Director).

MANAGEMENT RESPONSIBILITIES

For all nonattest services we may provide to you, including these consulting services, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. Specifically, Gregg Zientara, Finance Director, will be the management member responsible for these services.

PROFESSIONAL FEES

The one-time fee for the above services will be \$14,000, payable on December 15, 2015.

DISPUTE RESOLUTION

The parties agree to meet and confer in good faith on all matters of common interest or all controversies, claims, or disputes ("Dispute") which materially affect the performance of either party under this Agreement. As soon as a Dispute is recognized by either party, it will communicate the substance of such Dispute pursuant to the Notices section of this Agreement. Once a Dispute has been raised, the parties will make all reasonable efforts to reach a resolution within thirty (30) days after one party has notified the other of the Dispute. If the parties fail to reach a resolution of the dispute within that time, either is free to seek whatever legal or equitable relief may be available to them under the applicable governing law.

CONFIDENTIALITY

We will hold the information supplied by you to us in confidence and we will not disclose it to any other person or party, unless you authorize us to do so, it is published or released by you, or it becomes publicly known or available other than through disclosure by us. This confidentiality provision does not prohibit us from disclosing your information to one or more of our affiliated companies in order to provide services that you have requested from us or from any such affiliated company. Any such affiliated company shall be subject to the same restrictions on the use and disclosure of your information as apply to us.

LEGAL COMPLIANCE

CLA Wealth Advisors represent that it is in compliance with all applicable state and federal laws, rules and regulations.

You agree to assume sole responsibility for full compliance with all applicable federal and state laws, rules or regulations and reporting obligations that apply to you or your business, including the accuracy and lawfulness of any reports you submit to any government regulator, authority or agency. You also agree to be solely responsible for providing legally sufficient substantiation, evidence or support for any

reports or information supplied by you to any governmental or regulatory body, agency, or for any insurance reimbursement in the event that you are requested to do so by any lawful authority. CLA Wealth Advisors, its successors, affiliates, officers and employees do not assume or undertake any duty to perform or to be responsible in any way for any such duties, requirements or obligations.

INFORMATION RETENTION

We agree to retain the documents, information and data you supplied to us or that we develop until seven (7) years after we provide you with our final bill under this agreement.

OTHER

Assignment. Neither party shall be permitted to assign this Agreement or any of its rights and obligations pursuant to this Agreement, in whole or in part, without the prior written consent of the other.

Force Majeure. Each party shall bear their own risk of a Force Majeure event disrupting their ability to fulfill their obligations under this Agreement.

No Joint Venture. Nothing contained in this Agreement will be deemed or construed as creating a joint venture or partnership between the parties. Except as expressly set forth in this Agreement, no party is by virtue of this Agreement authorized as an agent, employee or legal representative of the other party, and the relationship of the parties is, and at all times will continue to be, that of independent contractors.

Publicity. Neither party may use in advertising, publicity or otherwise (including on the Internet) the name of the other, or any trademark, trade dress, service mark, trade name, symbol or any abbreviation or contraction thereof without its prior express written consent, which consent may be withheld or withdrawn in the party's absolute discretion.

This agreement will remain in effect until it is terminated by either party on thirty (30) days' written notice, with or without cause. In the event of termination, the Terms of Engagement shall survive and remain in effect.

Any notices under this agreement shall be sent to the following addresses:

CliftonLarsonAllen Wealth Advisors, LLC
Attn.: Randy Wetherille
220 S. 6th Street Suite 300
Minneapolis, MN 55402

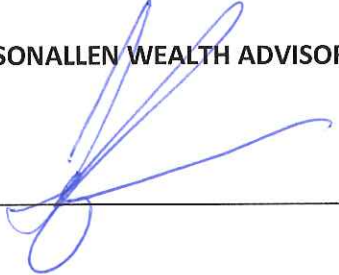
City of Decatur
Attn.: Gregg Zientara
1 Gary K Anderson Plaza
Decatur, IL 62523-1005015

We are performing this agreement as an independent contractor and we are not your employee or agent. This agreement contains the entire agreement and understanding between us and any prior proposals, communications, agreements and negotiations between us are merged into and replaced by this agreement, which may not be modified except in a writing signed by both parties. In the event that any provision of this agreement shall be deemed invalid or unenforceable, then the remainder of this agreement shall remain in force and effect. In the event of any Dispute, this agreement shall be governed by the laws of the State of Illinois, without giving effect to any choice of law principles.

We appreciate the opportunity to assist your organization and believe that this letter accurately summarizes the terms of our engagement. If you have any questions, please feel free to contact us.

If you agree with the terms of this engagement as described in this proposal, please sign the enclosed copy and return it to us.

CLIFTONLARSONALLEN WEALTH ADVISORS, LLC


_____, Principal

City of Decatur acknowledges that the terms of this agreement accurately state your understanding with CLA Wealth Advisors. City of Decatur agrees to be bound by them.

DATED: _____ By _____
Title

Public Works

DATE: 11/9/2015

MEMO: 2015-41

TO: Honorable Mayor Moore Wolfe and City Council Members

FROM: Tim Gleason, City Manager
Richard G. Marley, P.E., Public Works Director

SUBJECT: Engineering Services Agreement with Blank, Wesselink, Cook & Associates for Nelson Park Neighborhood Storm Sewer Design City Project 2012-22

SUMMARY RECOMMENDATION: It is recommended that the City Council approve the attached resolution authorizing the Mayor to execute, and the City Clerk to attest a Professional Engineering Services Agreement between the City of Decatur and Blank, Wesselink, Cook & Associates (BWC) for design services for design of a storm drainage system and sanitary sewer separation project in the Nelson Park Neighborhood for a fee not to exceed \$147,000.

BACKGROUND:

Storm Sewer Priorities

The 2009 Stormwater Master Plan addresses three main topics:

1. Stormwater Problem Area Prioritization
2. Regulation, Standards, and Policies
3. Stormwater Expenditures and Funding Mechanisms

In April 2014, the City Council approved a Stormwater Utility to provide a dedicated funding source to improve known drainage problems and to improve maintenance on existing stormwater facilities. The Nelson Park Neighborhood Storm Sewer design project addresses item 1 above by targeting the Nelson Park Neighborhood's ongoing storm drainage problems which were identified as the #2 storm water mitigation priority in the City's stormwater master plan. This project will also separate sanitary sewage from storm water drainage. Separating the two types of sewer flow will reduce or eliminate combined sewer overflows into the Sangamon River.

Nelson Park Neighborhood Storm Drainage

In 1996, a drainage study was completed for the City in an effort to plan for drainage of future developments and to identify drainage projects for the City to undertake in the near term.

During the late 1970's and early 1980's the City invested nearly \$20 million in drainage improvements throughout the City. The Nelson Park Neighborhood was identified as a

needed future project with the residents on nearly every street reporting street and basement flooding; however this work was never completed.

More recently, the City's 2009 Stormwater Master Plan once again identified the Nelson Park Neighborhood as a high priority for drainage, listing it as 2nd out of 46 identified priority areas to address. Based on preliminary designs, the cost estimate is about \$4 million with engineering cost included. The project was then put on hold until sufficient funding could be identified.

Knowing that the project costs would exceed the City's ability to fund out current revenue, the City approached the Illinois Environmental Protection Agency (IEPA) and inquired about a low interest loan similar to those the City has recently taken advantage of for high cost sanitary sewer repairs. The IEPA indicated that this project was loan eligible. The City then prepared and submitted a Facilities Plan for the Nelson Park Neighborhood that identified the storm drainage problems, outlined the proposed project to resolve them, and estimated the possible project costs.

Upon review of the Facilities Plan, the IEPA has recommended that the City begin the design process with the objective of obtaining a low interest loan to fund construction in 2017.

Engineering Services Agreement

In 2012, when the City initially began the Nelson Park Project, City staff extended invitations to four local civil engineering firms to interview for the drainage related project. Interviews were held on March 28, 2012. BWC was determined by staff to be the best firm to perform the design work for the Nelson Park Neighborhood Drainage project. The City Council awarded BWC the original preliminary design project in 2012. BWC completed some initial layouts and designs for the neighborhood drainage before the project was put on hold. Staff recommends that BWC continue their design work as identified under the attached agreement.

The scope of services includes:

1. Hold meetings with the Nelson Park Neighborhood and other stake holders, including the Decatur Park District, to review and document concerns to be addressed during the design process.
2. Perform a topographical survey of the area.
3. Determine area runoff and drainage patterns in the neighborhood. Design the proposed storm sewer system to handle the projected drainage.
4. Prepare design drawings, construction specifications, and cost estimates.
5. Prepare easement documents.
6. Provide engineering assistance during the bidding process.

Schedule: Design work will begin upon Council approval and will be completed in November 2016. The City will be getting loan requirements in place during the design process with the intent to enter into a loan agreement with the IEPA and award a construction contract spring 2017.

POTENTIAL OBJECTIONS: There are no known objections.

INPUT FROM OTHER SOURCES:

Illinois Environmental Protection Agency and Blank, Wesselink, Cook & Associates.

STAFF REFERENCE: Richard Marley, Public Works Director and Matt Newell, City Engineer. Richard Marley will be in attendance at the City Council meeting to answer any questions of the council on this item.

BUDGET/TIME IMPLICATIONS:

Budget Impact: The Professional Services Agreement with BWC is for a fee not to exceed \$147,000 and is allocated in the Stormwater Fund. It is expected that all engineering work will be reimbursed as part of a low interest loan administered through the IEPA. The loan will pay for the engineering and construction work. Loan payments generally begin within 6 months of the project completion. It is proposed that the loan repayments be split equally between the Sanitary Sewer Fund and the Stormwater Fund. If the cost of the project approaches the projected \$4 million range, yearly payments of \$120,000 will be withdrawn from each fund for a period of 20 years to repay the loan.

Staff Impact: Staff time has been allocated to manage the project.

This Memorandum was prepared by Matt Newell, P.E., City Engineer

ATTACHMENTS:

Description	Type
Resolution 2015-41	Resolution Letter
2015-41 Nelson Park BWC Agreement	Backup Material
2015-41 Council Map	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
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Public Works

Bright, Debbie

Approved

11/11/2015 - 11:13
PM

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING AN AGREEMENT WITH
BLANK, WESSELINK, COOK & ASSOCIATES, INC.
TO DESIGN THE NELSON PARK NEIGHBORHOOD STORM SEWER
CITY PROJECT 2012-22**

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

Section 1. That the Agreement authorizing the professional engineering services for the design of the Nelson Park Neighborhood Storm Sewer, City Project 2012-22, presented to the Council herewith between the City of Decatur and Blank, Wesselink, Cook & Associates, Inc., be, and the same is hereby, received, placed on file and approved.

Section 2. That the Mayor and the City Clerk be, and they are hereby, authorized and directed to execute said Agreement between the City of Decatur, Illinois and Blank, Wesselink, Cook & Associates, Inc., for a fee not to exceed \$147,000.

PRESENTED and ADOPTED this 16th day of November, 2015.

Julie Moore Wolfe, Mayor

ATTEST:

Debra G. Bright, City Clerk

CITY OF DECATUR
PROFESSIONAL ENGINEERING SERVICES AGREEMENT

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

SCOPE OF WORK

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

SECTION I. GENERAL

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

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

SECTION II. BASIC SERVICES

A. PRELIMINARY DESIGN PHASE.

The Consulting Engineer shall, after written authorization to proceed with the Preliminary Design Phase:

1. Determine Extent of Project. Determine the extent of the Project after consultation with the City's Representative and on the basis of the approved Study Report.
2. Preliminary Design Documents. Prepare preliminary design documents consisting of final design criteria, preliminary drawings and outline specifications. Specific requirements of the aforementioned Preliminary Design Documents are included in Exhibit A, Scope of Services.
3. Revised Project Costs. Submit a Preliminary Design Opinion of Probable Project Costs based on the results of this phase of work including construction costs, contingencies, allowances for charges of all professionals and consultants, allowances for the cost of land and rights-of-way, allowances for the relocation of utility facilities and equipment if necessary, and compensation for or damages to properties and interest and financing charges utilizing and based on the information obtained or produced during the preliminary design phase and documents.
4. Real Estate Acquisition: Legal Description and Plat. Furnish a legal description and recordable reproducible 8-1/2" x 11" plat of each parcel of real estate in which the City must acquire an interest in order to proceed with construction of the Project utilizing and based on the preliminary design documents. The documents shall meet the format requirements of the Macon County Recorder's Office. The plat and legal description may be produced on more than one page for the purpose of clarity or legibility. The legal description text shall also be reproduced in electronic format in a generally commercially available word processing software program approved by the City's Representative.
5. Document Presentation. Furnish paper copies and digital copies of the Preliminary Design Report ("Design Report") in the number and format specified in the Exhibit A, Scope of Work and present and review the Design Report in person with the City as the City's Representative shall direct. The cost of document reproduction shall be considered to be a reimbursable expense and paid in accordance with Section V(C) of this Agreement.
6. Completion Time. The Preliminary Design Report shall be completed, submitted and accepted by the City's Representative within the time period set forth in Exhibit C, Project Timeline.

B. FINAL DESIGN PHASE.

The Consulting Engineer shall, after written authorization to proceed with the Final Design Phase:

1. Drawings and Specifications. Utilizing and using the preliminary design documents and preliminary design opinion of probable Project costs as approved by the City's Representative, prepare for incorporation in the Contract Documents final drawings to show the character and extent of the Project ("Drawings") and specifications (Specifications"). The Specification shall consist of Part 3 "Technical Specifications" of the City's standard Capital Improvement Construction Contract (CICC). Specific requirements of the aforementioned Drawings and Specifications are included in Exhibit A, Scope of Services.
2. Approvals of Governmental Entities. Furnish to the City's Representative such documents and design data as may be required for, and assist in the preparation of, the required documents so that the City may apply for approvals of such governmental authorities as have jurisdiction over

design criteria applicable to the Project, and assist in obtaining such approvals by participating in submissions to and negotiations with appropriate authorities.

3. Adjusted Project Costs. Advise the City's Representative of any adjustments to the latest opinion of probable Project Costs caused by changes in extent or design requirements of the Project or construction costs and furnish a revised opinion of probable Project Cost based on the Drawings and Specifications. Project Costs include construction cost, contingencies, allowances for charges of all professionals and consultants, allowances for the cost of land and rights-of-way, allowances for the relocation of utility facilities and equipment if necessary, and allowances for compensation for damages to properties and interest and financing charges.
4. Contract Document Preparation. Complete preparation of the construction contract documents by filling in the necessary information in Parts I, II, and IV of the City's standard CICC. The Consulting Engineer shall prepare Part 3 "Technical Specification" of the CICC for inclusion in the standard construction contract. The Consulting Engineer shall not alter the City's standard contract document without the permission of the City's Representative. The City's Representative may provide the Consulting Engineer with previously prepared Technical Specifications which may be used as appropriate. The Consulting Engineer shall, to the maximum extent possible, follow the formats for Technical Specifications as provided by the City's Representative.
5. Document Presentation. Furnish paper copies and digital copies of the CICC in the number and format specified in Exhibit A, Scope of Work and present and review the CICC in person with the City as the City's Representative shall direct. The cost of document reproduction shall be considered to be a reimbursable expense and paid in accordance with Section V(C) of this Agreement.
6. Completion Time. The Final Drawings and Specifications shall be completed, submitted and approved by the City's Representative within the time period set forth in Exhibit C, Project Timeline.

C. BIDDING PHASE.

The Consulting Engineer shall, after written authorization to proceed with the Bidding Phase:

1. Assist in Bidding. Assist the City's Representative in obtaining bids for each separate City contract for construction, materials, equipment and services for the Project.
2. Advise Regarding Contractors and Subcontractors. Consult with and advise the City's Representative as to the acceptability of subcontractors and other persons and organizations proposed by the City's Contractors, ("Contractors"), for those portions of the work as to which such acceptability is required by the bidding documents.
3. Consult Regarding Substitutes. Consult with and advise the City's Representative as to the acceptability of substitute materials and equipment proposed by the Contractors when substitution prior to the award of contracts is allowed by the bidding documents.
4. Distribute Plans and Contract Documents to Bidders. Reproduce sufficient copies of the plans and contract documents and make them available to all prospective bidders. The Consulting Engineer shall create a Plan Holder List by recording the business name, contact person name, address, telephone number, fax number and email address of each of the bidders taking a set of plans and contract documents. The Consulting Engineer shall collect from each of the bidders a payment for the plans equal to the amount of the cost of duplication. The payment from the bidder shall be made to the Consulting Engineer, which shall offset the cost of duplication; said

amounts shall not be billed to the City. Alternately, the Consulting Engineer may arrange to have plans and specifications made available to prospective bidders through the services of a plan and specification duplication firm that offers plan distribution services provided that the firm obtains the same bidder information as required of the Consulting Engineer and that no cost for this service be billed to the City.

5. Respond to Questions from Bidders. Receive and respond to questions from prospective bidders during the bidding period. All responses shall be written and shall be provided to all plan holders as listed on the Plan Holder List. Questions received five (5) business days before the bid opening shall be answered. Questions received between four (4) and two (2) business days before the bid opening may be answered provided that a means exists to communicate the answer in writing to all the bidders. Questions received one (1) business day before or on the day of the bid opening shall not be answered. Answers to questions should be distributed to bidders by email, however if a bidder does not have email service the documents may be transmitted by fax.
6. Tabulate and Evaluate Bids, Recommend Award. Prepare and provide to the City's Representative a bid tabulation which shall consist of a listing of all pay items in the contract documents, a listing of the Consulting Engineer's Opinion of Probable Costs, and a listing of the bids for each of the pay items submitted by each of the bidders. The Consulting Engineer shall tabulate the bids on an electronic spreadsheet form provided by the City's Representative. The Consulting Engineer shall assist the City's Representative in evaluating bids or proposals and in assembling and awarding contracts. The Consulting Engineer shall check the bidder's references and performance on prior projects. Based on the Consulting Engineer's evaluation of the bids and the qualifications of the bidders, the Consulting Engineer shall provide to the City's Representative a written recommendation for award of the contract to one of the bidders or recommend other action as may be appropriate. The final selection of the Construction Contractor is the sole responsibility of the City Council.
7. Completion Time. Complete the bidding phase and prepare and submit the recommendation to the City's Representative for the award of the Contract (s) within the time period set forth in Exhibit C, Project Timeline.

SECTION III. CITY'S RESPONSIBILITIES

The City shall,

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

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

SECTION IV. GENERAL CONSIDERATIONS

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

- B. OWNERSHIP OF DOCUMENTS. All drawings, specifications, reports, records, and other work product developed by the Consulting Engineer in connection with this Project are public documents and, upon payment to the Consulting Engineer, shall remain the property of the City whether the Project is completed or not. Reuse of any of the work product of the Consulting Engineer by the City on extensions of this Project or any other project without written permission of the Consulting Engineer shall be at the City's risk and the City agrees to defend, indemnify and hold harmless the Consulting Engineer from all damages and costs including attorney fees arising out of such reuse by the City or others acting through the City.
- C. ESTIMATES OF COST (COST OPINION). Since the Consulting Engineer has no control over the cost of labor and materials, or over competitive bidding and market conditions, estimates of construction cost provided are to be made on the basis of the Consulting Engineer's experience and qualifications, but the Consulting Engineer does not guarantee the accuracy of such estimates as compared to the Contractor's bids or the Project construction cost.
- D. INSURANCE.
1. Requirement. During the term of this Agreement, at its own cost and expense, the Consulting Engineer shall maintain in full force and effect insurance policies as enumerated below.
 2. Policy Form. All policies save for the professional liability shall be written on an occurrence basis. Professional liability insurance can be either claims made or occurrence basis policies.
 3. Additional Insured. The City of Decatur and its officers and employees shall be named as additional insured parties on the general liability policy and included as additional insured parties on the automobile liability policy. The City's interests as additional insured parties shall be on a primary and non-contributory basis on all policies and noted as such on the insurance certificates.
 4. Qualification of Insurers. All policies will be written with insurance carriers qualified to do business in the State of Illinois rated A-VIII or better in the latest Best's Key Rating Guide.
 5. Form of Policy. All policies shall be written on the most current Insurance Service Office (ISO) or National Council on Compensation Insurance (NCCI) form or a manuscript form if coverage is broader than the ISO or NCCI form.
 6. Time of Submission; Certificate of Insurance. At or before the time of execution of this agreement and prior to commencing any work activity on the project, the Consulting Engineer shall provide the City's Representative with certificates of insurance showing evidence the insurance policies noted below are in full force and effect. Consulting Engineer shall give the City's Representative at least 30 days written notice prior to any material change, cancellation, or non-renewal except in the case of cancellation for non-payment of premium, in which case notice shall be 10 days. The certificates shall be attached hereto as Exhibit E. The Consulting Engineer shall provide any renewal certificates of insurance automatically to the City's Representative at least 30 days prior to policy expiration. The certificate must certify the following:
 - a. Name and address of party insured.
 - b. Name(s) of insurance company or companies.
 - c. Name and address of authorized agent executing such certificate.
 - d. Description of type of insurance and coverage afforded thereunder.
 - e. Insurance policy numbers.

- f. Limits of liability of such policies and date of expiration of policies.
 - g. To the extent the same is available, insurance company or companies shall further certify that said policies shall not be modified, cancelled or terminated until after written notice to the City's Representative per standard ISO accord form wording and the policy provisions.
7. Types and Limits of Insurance. The Consulting Engineer shall provide the following:
- a. Workers' Compensation:
 - Coverage A: Statutory Limits
 - Coverage B: One hundred thousand dollars (\$100,000) employer's liability limits for each accident or per disease, per employee. Said policies shall be endorsed to cover any disability benefits or Federal compensation acts if applicable.
 - b. General Liability: Combined single limits of one million dollars (\$1,000,000) per occurrence. General Liability Insurance shall include:
 - Personal Injury Liability coverage.
 - c. Automobile Liability: Combined single limits of one million dollars (\$1,000,000) per occurrence. Auto liability shall include hired and non-owned autos.
 - d. Professional Liability: A professional liability errors and omissions policy with limits of one million dollars (\$1,000,000) per claim. If said policy is written on a claims made basis, the retroactive date of the policy must predate the date of this agreement. In addition, the policy term must extend one year beyond completion date of this agreement.
 - e. Self-insured: If a self-insured retention or deductible is maintained on any of the policies, the Consulting Engineer shall provide the amount of the self-insured retention or deductible to the City. Such deductibles shall be subject to approval by the City. Such approval shall not be unreasonably withheld. The Engineer will be held solely responsible for the amount of such deductible and for any co-insurance.
8. Insurance Not A Limitation. The insurance coverage and requirements contained in this Section shall not be construed to be a limitation of liability for the Consulting Engineer.

E. TERMINATION

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

3. Upon receipt of a notice of intent to terminate from the City pursuant to this Agreement, the Consulting Engineer shall (1) promptly discontinue all services affected (unless the notice directs otherwise), and (2) make available to the City at any reasonable time at a location specified by the City all data, drawings, specifications, reports, estimates, summaries, and such other information and materials as may have been accumulated by the Consulting Engineer in performing this Agreement, whether completed or in process.
 4. Upon termination pursuant to this Agreement, the City's Representative may take over the work and complete the same by agreement with another party or otherwise.
- F. EQUAL EMPLOYMENT OPPORTUNITY REQUIREMENTS. The Consulting Engineer agrees to abide by and comply with the City's "Equal Employment Opportunity Clause" (attached and marked hereto as Exhibit F and incorporated herein by reference) to the extent that the clause is applicable to this contract.
- G. INDEPENDENT CONTRACTOR STATUS. Nothing contained in this Agreement shall be construed to make the Consulting Engineer an employee or partner of the City. The Consulting Engineer shall at all times hereunder be construed to be an independent contractor.
- H. FEDERAL FUNDING. If Federal Funds are utilized as a source of Project funding, the Consulting Engineer shall abide by the terms of all Federal requirements in the performance of duties hereunder.
- I. AMENDMENT OF AGREEMENT. This Agreement shall be amended or supplemented only in writing and executed by both parties hereto.
- J. HOLD HARMLESS. Consulting Engineer shall indemnify and save harmless the City, its officers and employees against claims for damages to property or injuries to or death of any person or persons, including property and employees or agents of the City and including reasonable attorney's fees incurred by the City or required in any way to be paid by the City, in defense thereof, and shall indemnify and save harmless the City from all claims, demands, suits, actions or proceedings including Worker's Compensation claims, of or by anyone whomsoever, to the extent proximately caused or proximately arising out of negligent acts or omissions to act by Consulting Engineer in connection with its performance of this contract, including operations of its subcontractors and negligent acts or omissions of employees or agents of the Consulting Engineer or its subcontractors.

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

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

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

SECTION V. PAYMENT

- A. BASIS OF BILLING. City shall pay the Consulting Engineer for all services rendered under Section II Phases A through F an amount based on Direct Labor Costs times 2.85 for services rendered by principals and employees assigned to the Project.

Direct Labor Costs used as a basis for payment means salaries and wages (basic and incentive) paid to all personnel engaged directly on the Project, including but not limited to, engineers, architects, surveyors, designers, draftsmen, specification writers, estimators, other technical personnel, stenographers, typists and clerks; but does not include indirect payroll related costs or fringe benefits. For the purposes of this Agreement, the principals and employees of the Consulting Engineer and their hourly direct labor costs are set forth in Exhibit H hereto.

- B. SUBCONSULTANT. The City shall pay the Consulting Engineer for services and reimbursable expenses of subconsultants engaged by the Consulting Engineer with the approval of the City's Representative, the amount billed by the Subconsultant to the Consulting Engineer times an approved multiplier of 1.0.

- C. REIMBURSABLE EXPENSES. In addition to payments provided for in paragraphs A and B of this Section, the City shall pay the Consulting Engineer the actual costs of all Reimbursable Expenses incurred in connection with all Basic and Additional Services. Reimbursable Expenses means the actual expenses incurred directly in connection with the Project for transportation costs on the basis of actual cost if public transportation is used, subsistence incidental thereto, toll telephone calls, reproduction of reports, drawings, specifications and similar project-related items in addition to those required under Section II.

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

D. PAYMENT FOR WORK COMPLETED

1. Monthly progress payments may be requested by the Consulting Engineer for work satisfactorily completed and shall be made by the City to the Consulting Engineer as soon as practicable upon submission of statements requesting payment by the Consulting Engineer to the City. Each statement shall be accompanied by an Invoice Data Sheet as shown in Exhibit I. If the Consulting Engineer prefers, the Invoice Data sheet may serve as the Consulting Engineer's invoice.
2. The Consulting Engineer shall prepare a monthly progress report indicating the amount of work completed based on the approved scope of work and any approved addendums. The Consulting Engineer shall also prepare a progress chart showing the upper limit of compensation approved by the contract, the planned time of completion, the estimated completion to date, the percentage of the approved contract amount earned, the percentage of elapsed time, and the currently forecasted amount of work required to complete the project. The Consulting Engineer may use an electronic spreadsheet template prepared by the City's Representative to prepare the progress chart.
3. No payment request made pursuant to subparagraph 1 of this Section V shall exceed the estimated maximum total amount and value of the total work and services to be performed by the Consulting Engineer under this Agreement for that phase or additional service without the prior authorization of the City's Representative. These estimates have been prepared by the Consulting Engineer and supplemented or accompanied by such supporting data as may be required by the City's Representative.
4. Upon receipt of a properly invoiced payment request, the City shall pay the amount due less any amounts allowed to be retained or withheld by the City under this Agreement within 60 days of receipt of the invoice.
5. Upon satisfactory completion of the work performed hereunder and prior to final payment under this Agreement, and as a condition precedent thereto, the Consulting Engineer shall execute and deliver to the City's Representative a release of all claims against the City arising under or by virtue of this Agreement.
6. The Consulting Engineer and City hereby expressly acknowledge and agree that the Local Government Prompt Payment Act does not apply to this Agreement.

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

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

DATED this _____ day of _____, 2015

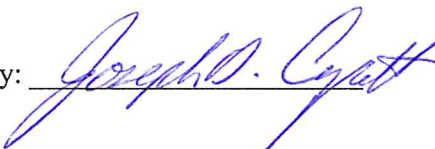
THE CITY OF DECATUR, ILLINOIS

By: _____
Mayor

ATTEST:

City Clerk

Consulting Engineer Firm

By: _____

PROJECT PLAN MANHOUR ESTIMATE

Client: City of Decatur

Revision # 0

Project #: 009-1503
Proposal #: 0

Date: 10/23/2015

Phase	Labor Code	Prod	Activity	Product / Activity Description	Class	E	E	E	T	T	ET	O	ET	O	S	TOTAL
					Grade	VII	V	III	II	II	III	0	I	0	III	
18	107			TOPOGRAPHIC SURVEY												0
				Inspect properties for inlets (Complete												0
																0
				Set and Station 140 points					12	12						24
																0
				Locate Water Valves, Services, Manholes, Inlets(Complete)												0
																0
				Measure Inverts (Complete)												0
																0
				Perform Topographic Survey (14,800 ft) (Complete)												0
																0
				Perform Topographic Survey Across Park Property for Outfall					6	6						12
				Pick up survey					12	12						24
				Reduce Field Notes				4								4
																0
																0
																0
																0
																0
																0
																0
																0
SHEET SUBTOTAL HOURS						0	0	4	30	30	0	0	0	0	0	64



PROJECT PLAN MANHOUR ESTIMATE

Client: City of Decatur

Revision # 0

Project #: 009-1503
 Proposal #: 0

Date: 10/23/2015

Phase	Labor Code	Prod	Activity	Product / Activity Description	Class Grade	E VII	E V	E III	T II	T II	ET III	O 0	ET I	O 0	S III	TOTAL
18	367			PRELIMINARY PLANS												0
																0
				Draft Master Plan from Topo Survey (Park District)				4								4
				Create Tin File (Park District)				4								4
				Field Check Plotting (Park District)				2								2
																0
				Prepare Cover Sheet			2				4					6
																0
				Prepare Index and General Notes Sheet			2				6					8
																0
				Prepare Alignment and Ties Diagram			1				16					17
																0
				Prepare Summary of Quantities Sheet with Pay Items Listed			16				8					24
																0
				Prepare Schedule of Quantities Sheet			2				4					6
				Compute Quantities & Prepare Preliminary Cost Estimate			16	32			32					80
																0
				Prepare Plan and Profile Sheets (est. 20)												0
				Develop Street Profile				24								24
				Plot Proposed Improvements		4	32				40					76
				Plot Proposed Notes		2	16				24					42
				Add Benchmarks							12					12
				Establish Storm Sewer Profiles		2	12				16					30
																0
SHEET SUBTOTAL HOURS						8	99	66	0	0	162	0	0	0	0	335



PROJECT PLAN MANHOUR ESTIMATE

Client: City of DecaturRevision # 0Project #: 009-1503
Proposal #: 0Date: 10/23/2015

Phase	Labor Code	Prod	Activity	Product / Activity Description	Class Grade	E VII	E V	E III	T II	T II	ET III	O 0	ET I	O 0	S III	TOTAL
				Plot Existing Utilities in Profile			4				16					20
																0
																0
18	367			PLAN AND PROFILE SHEETS CONTINUED												0
				Plot Sump Pump Drainage Plan		6	12				16					34
																0
18	367			CITY AND IDOT DETAIL SHEETS (EST 5)												0
																0
				Develop Detail Sheets			4				16					20
																0
18	367			MISCELLANEOUS DETAIL SHEETS												0
				Develop Cofferdam and Headwall Details			24				16					40
																0
				Develop and Draft Miscellaneous Details		4	8				16					28
																0
18	367			Typical Roadway Sections			4				8					12
																0
18	715			QA/QC Plans		24										24
																0
19	367			Submit to IEPA and City			4				4					8
																0
																0
																0
SHEET SUBTOTAL HOURS						34	60	0	0	0	92	0	0	0	0	186



PROJECT PLAN MANHOUR ESTIMATE

Client: City of Decatur

Revision # 0

Project #: 009-1503
 Proposal #: 0

Date: 10/23/2015

Phase	Labor Code	Prod	Activity	Product / Activity Description	Class Grade	E VII	E V	E III	T II	T II	ET III	O 0	ET I	O 0	S III	TOTAL
18	367			FINAL PLANS												0
																0
				Review Preliminary Plan Comments (IEPA & City)		4	12									16
																0
				Revise Cover Sheet							1					1
																0
				Revise Index and General Notes Sheet			1				2					3
																0
				Revise alignment and Ties Diagram							1					1
																0
				Revise Quantity Calculations			8	16			16					40
																0
				Revise Summary of Quantities Sheet with Pay Items Listed			4				12					16
																0
				Prepare Schedule of Quantities Sheet			8				16					24
																0
				Peperare Final Cost Estimate		4	4				8					16
																0
																0
				Revise Plan and Profile Sheets (est. 20)												0
				Adjust Street Profile				4								4
				Plot Proposed Improvements Revisions			2				20					22
				Plot Proposed Notes Revisions			2				12					14
																0
SHEET SUBTOTAL HOURS						8	41	20	0	0	88	0	0	0	0	157



PROJECT PLAN MANHOUR ESTIMATE

Client: City of Decatur

Revision # 0

Project #: 009-1503
 Proposal #: 0

Date: 10/23/2015

Phase	Labor Code	Prod	Activity	Product / Activity Description	Class Grade	E VII	E V	E III	T II	T II	ET III	O 0	ET I	O 0	S III	TOTAL
18	367			FINAL PLANS CONTINUED												0
																0
				Adjust Drainage Improvements			8				12					20
				Revise Storm Sewer Profiles			2				6					8
																0
																0
18	367			Revise Sump Pump Drainage Plan			4				8					12
																0
18	367			CITY AND IDOT DETAIL SHEETS (EST 5)												0
																0
				Revise Detail Sheets			1				2					3
																0
18	367			Finalize Cofferdam and Headwall Details			10				10					20
																0
18	367			MISCELLANEOUS DETAIL SHEETS												0
																0
				Revise Miscellaneous Details			2				4					6
																0
18	367			Revise Typical Roadway Sections			1				2					3
																0
18	715			QA/QC Plans		12										12
																0
																0
																0
SHEET SUBTOTAL HOURS						12	28	0	0	0	44	0	0	0	0	84

PROJECT PLAN MANHOUR ESTIMATE

Client: City of Decatur

Revision # 0

Project #: 009-1503
Proposal #: 0

Date: 10/23/2015

Phase	Labor Code	Prod	Activity	Product / Activity Description	Class Grade	E VII	E V	E III	T II	T II	ET III	O O	ET I	O O	S III	TOTAL
18	304			RIGHT OF WAY SURVEY (34 Parcels)												0
				Court House Research		4			24							28
				Pin Search					16	16						32
				Compute Boundry		12			24							36
				Set Corners					12	12						24
																0
																0
18	322			EASEMENT PLATS Assume 34 Parcels)												0
				Draft Descriptions		8			24							32
				Prepare Easement Plat		34		60								94
				Prepare Easement Forms		12		12								24
				Check and Correct.		12					17					29
																0
																0
																0
																0
																0
																0
																0
																0
																0
																0
																0
																0
																0
SHEET SUBTOTAL HOURS						82	0	72	100	28	17	0	0	0	0	299



PROJECT PLAN MANHOUR ESTIMATE

Client: City of Decatur Revision # _____
Project #: 009-1503 Date: 10/23/2015
Proposal #: 0

Expenses and Subcontract Costs

Expenses

Expense Item	Quantity	Unit	Unit Cost	Cost
Mileage	200.0	Miles	\$0.55	\$110
Subsistence		Lunches	\$10.00	\$0
GPS Equipment		Week	\$450.00	\$0
As a Percentage of Labor	@ 1.5%		\$144,344.26	\$2,165
Total Expenses =				\$2,275
Plus Expense Mark Up @ 10%				\$228
Total Expenses				<u>\$2,503</u>

Sub Consultants

Sub Consultant	Quantity	Unit	Unit Cost	Cost
Geo Tech - TSC	1.0	LOT		\$0
Total Sub Consultants =				\$0
Plus Sub Contractor Mark Up @ 10%				\$0
Total Sub Contractors				<u>\$0</u>

Total Expenses and Sub Contract Costs	\$2,503
---------------------------------------	---------

FEE DEVELOPMENT

Proposal No. 15-61 **Prepared By** RMD **Date** 10/23/2015 **Revision No:** 0
Project No. **Checked By** **With Attachments**
Billing Group **Reviewed By**

		Class	E	E	E	T	T	ET	O	ET	O	S	Total
		Grade	VII	V	III	II	II	III	O	I	O	III	
1.	Estimated Manhours See Form #210-10 Dated 10/23/2015		236.0	460.0	222.0	175.0	103.0	411.0	0.0	0.0	0.0	0.0	1607.0
2.A.	Hourly Salary Rate		\$48.53	\$40.16	\$29.41	\$22.50	\$22.50	\$19.31					
2.B.	Per Hour Charge Rate												
3.	Salary/Wage Cost (SC) Line 1 x Line 2.A.		\$11,453.08	\$18,473.60	\$6,529.02	\$3,937.50	\$2,317.50	\$7,936.41	\$0.00	\$0.00	\$0.00	\$0.00	\$50,647.11
4.	Plus Salary/Wage Overhead Line 3 x Overhead @		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5.	Technical Payroll Cost (TCP) Line 3 + Line 4		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6.A.	SC x Factor Method* Line 3 x SC Factor @ 2.85		\$32,641.28	\$52,649.76	\$18,607.71	\$11,221.88	\$6,604.88	\$22,618.77	\$0.00	\$0.00	\$0.00	\$0.00	\$144,344.26
6.B.	TCP x Factor Method B* Line 5 x TPC Factor @		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6.C.	Per Hour Charge Method* Line 1 x Line 2.B.		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7	Subtotal Labor Line 6.A. or 6.B. or 6.C.		\$32,641.28	\$52,649.76	\$18,607.71	\$11,221.88	\$6,604.88	\$22,618.77	\$0.00	\$0.00	\$0.00	\$0.00	\$144,344.26
8.	Consultant Cost or Outside Contract Personnel Costs												\$0.00
9.	Total Labor (Line 7 + Line 8)												\$144,344.26
10.	Plus Direct Reimbursable Expenses												\$2,502.68
11.	Subtotal Without Estimate Adjustment or Contingency												\$146,846.94
12.	Plus Estimate Adjustment or Contingencies @					% of Total Estimate (Line 11)							\$0.00
13.	Subtotal												\$146,846.94
14.	Plus Market Adjustment and/or Programmed Profit												
15.	Grand Total Fee												\$146,847

*Compute only one (1) method (Salary Cost, Technical Payroll Cost, or Per Hour Charge Method) per sheet.

Notes:



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____.

PHASE II ENGINEERING SCHEDULE

EXHIBIT C

Firm: BLANK, WESSELINK, COOK & ASSOCIATES, INC.

Route _____

Section _____

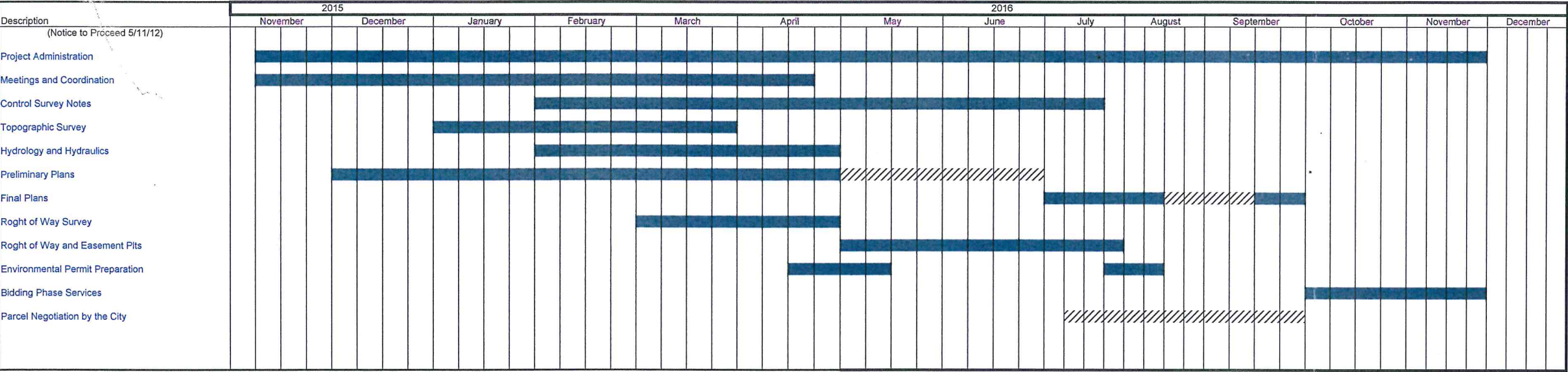
County Macon

Job No. _____

PTB No. _____

BWC No. 009-1503

Date October 26, 2015



Legend: [Solid Blue Bar] Blank Wesselink Cook & Associates

[Hatched Bar] City Review



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

Change Order

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

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

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

Amount of original contract \$ _____
 Amount of previous change orders \$ _____
 Amount of current change order \$ _____
 Amount of adjusted/final contract \$ _____

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

State fully the nature and reason for the change order _____

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

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

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

Recommended _____
 Public Works Director _____ Date _____

Approved _____
 Mayor _____

 Date _____

Attested _____
 City Clerk _____

 Date _____



CERTIFICATE OF LIABILITY INSURANCE

BLA2006

OP ID: CST

DATE (MM/DD/YYYY)

10/14/2015

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

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

PRODUCER J.L. Hubbard Insurance & Bonds 1090 South Route 51, PO Box 14 Forsyth, IL 62535-0014 Kevin J. Breheny	CONTACT NAME: Matthew D. Bennett	
	PHONE (A/C, No. Ext): 217-877-3344 FAX (A/C, No): 217-877-0795	
INSURED Blank, Wesselink, Cook, & Asso BWC Construction Manager, Inc 2623 E. Pershing/ POB 2910 Decatur, IL 62524	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: United Fire & Casualty Company	13021
	INSURER B: Accident Fund Insurance Co.	10166
	INSURER C:	
	INSURER D:	
INSURER E:		
INSURER F:		

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

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

INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:		60353711	11/01/2015	11/01/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	☒ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ HIRED AUTOS ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS		60353711	11/01/2015	11/01/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000		60353711	11/01/2015	11/01/2016	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐ N/A	WCV6025111	11/01/2015	11/01/2016	PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

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

RE: All Work

CERTIFICATE HOLDER**CANCELLATION**

BLA1015 City of Decatur #1 Civic Center Plaza Decatur, IL 62523	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

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Exhibit E1



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/03/2015

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

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

PRODUCER Holmes Murphy and Associates - Peoria 311 S.W. Water Street Suite 211 Peoria, IL 61602-4108	1-800-527-9049	CONTACT NAME: PHONE (A/C, No. Ext): E-MAIL ADDRESS:	FAX (A/C, No):
INSURED Blank, Wesselink, Cook & Assoc 2623 Pershing Rd Decatur, IL 62526		INSURER(S) AFFORDING COVERAGE INSURER A: XL SPECIALTY INS CO INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 37885	

COVERAGES **CERTIFICATE NUMBER: 44911263** **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ OTHER \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$ ☐						EACH OCCURRENCE \$ AGGREGATE \$ OTHER \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N ☐ N/A						PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability (Claims Made)			DPS9726375	09/16/15	09/16/16	Each Claim 1,000,000 Aggregate 1,000,000

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

CERTIFICATE HOLDER City of Decatur #1 Civic Center Plaza Decatur, IL 62523 USA	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Paula A. Smith</i>
---	---

EQUAL EMPLOYMENT OPPORTUNITY

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

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

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

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

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

The corporate officers are as follows:

President: Scott D. Righter

Vice President: Joseph D. Cycotte

Secretary: Susie L. Wallis

C. PARTNERSHIP OR LLC

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

Name Home Address & Telephone

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

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

The business address is

Telephone: _____ Fax: _____

D. INDIVIDUAL PROPRIETORSHIP

The business address is _____

Telephone: _____ Fax: _____

My home address is _____

Telephone: _____ Fax: _____

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

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

Check One:

Others Interested in Contract X None

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

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

SECTION III. DRUG FREE WORKPLACE AND DELINQUENT ILLINOIS TAXES STATEMENT

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

SECTION IV. FAMILIARITY WITH LAWS STATEMENT

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

CONSULTING ENGINEER

Joseph D. Cycotte
Signature

Joseph D. Cycotte
Printed Name

Vice President
Title

SUBSCRIBED and SWORN to before me this 28th day of October, 2015

Susie L. Wallis

Notary Public



SALARY AND WAGE RANGES BY EMPLOYEE CATEGORY, CLASSIFICATION & GRADE

CATEGORY	CLASSIFICATION	GRADE	YEARLY SALARY RANGE	HOURLY RANGE
Technical	Engineer	VIII	(\$114,303 to \$134,303)	(\$54.95 to \$64.57)
	Engineer	VII	(\$100,793 to \$115,793)	(\$48.46 to \$55.67)
	Engineer	VI	(\$91,517 to \$103,517)	(\$43.99 to \$49.76)
	Engineer	V	(\$79,050 to \$91,050)	(\$38.00 to \$43.77)
	Engineer	IV	(\$65,561 to \$76,561)	(\$31.52 to \$36.81)
	Engineer	III	(\$55,152 to \$65,152)	(\$26.52 to \$31.32)
	Engineer	II	(\$53,000 to \$58,000)	(\$25.48 to \$27.88)
	Engineer	I	(\$47,612 to \$51,612)	(\$22.89 to \$24.81)
Non-Technical	Information Technologist	IV	(\$75,778 to \$87,778)	(\$36.43 to \$42.20)
	Information Technologist	III	(\$62,694 to \$74,694)	(\$30.14 to \$35.91)
	Information Technologist	II	(\$49,609 to \$61,609)	(\$23.85 to \$29.62)
	Information Technologist	I	(\$33,908 to \$45,908)	(\$16.30 to \$22.07)
Non-Technical	Administrator	III	(\$72,361 to \$88,361)	(\$34.79 to \$42.48)
	Administrator	II	(\$52,516 to \$68,516)	(\$25.25 to \$32.94)
	Administrator	I	(\$37,751 to \$52,751)	(\$18.15 to \$25.36)
Technical	Engineering Technologist	IV	(\$67,815 to \$81,815)	(\$32.60 to \$39.33)
	Engineering Technologist	III	(\$61,957 to \$68,957)	(\$29.79 to \$33.15)
	Engineering Technologist	II	(\$51,541 to \$62,541)	(\$24.78 to \$30.07)
	Engineering Technologist	I	(\$45,964 to \$52,964)	(\$22.10 to \$25.46)
Technical	Engineering Technician	V	(\$52,355 to \$58,355)	(\$25.17 to \$28.06)
	Engineering Technician	IV	(\$43,797 to \$51,797)	(\$21.06 to \$24.90)
	Engineering Technician	III	(\$35,960 to \$42,960)	(\$17.29 to \$20.65)
	Engineering Technician	II	(\$30,347 to \$36,347)	(\$14.59 to \$17.47)
	Engineering Technician	I	(\$17,660 to \$29,359)	(\$ 8.49 to \$14.12)
Non-Technical	Secretary	II	(\$31,892 to \$37,892)	(\$15.33 to \$18.22)
	Secretary	I	(\$27,641 to \$31,641)	(\$13.29 to \$15.21)
Non-Technical	Accounting Technician	III	(\$37,299 to \$42,299)	(\$17.93 to \$20.34)
	Accounting Technician	II	(\$28,711 to \$36,711)	(\$13.80 to \$17.65)
	Accounting Technician	I	(\$22,893 to \$29,893)	(\$ 11.00 to \$14.37)
Non-Technical	Clerk-Steno Typist	III	(\$26,350 to \$30,350)	(\$12.67 to \$14.59)
	Clerk-Steno Typist	II	(\$22,034 to \$27,034)	(\$ 10.59 to \$13.00)
	Clerk-Steno Typist	I	(\$17,160 to \$22,642)	(\$ 8.25 to \$10.89)

Exhibit I - CITY OF DECATUR INVOICE DATA SHEET

Project:

(Consulting Engineer Name & Address)

City Project No.:

Invoice Date:

Invoice Number:

Invoice Period From:

To:

Agreement/C.O.

Date Approved

Council Bill

Upper Limit

Original Contract

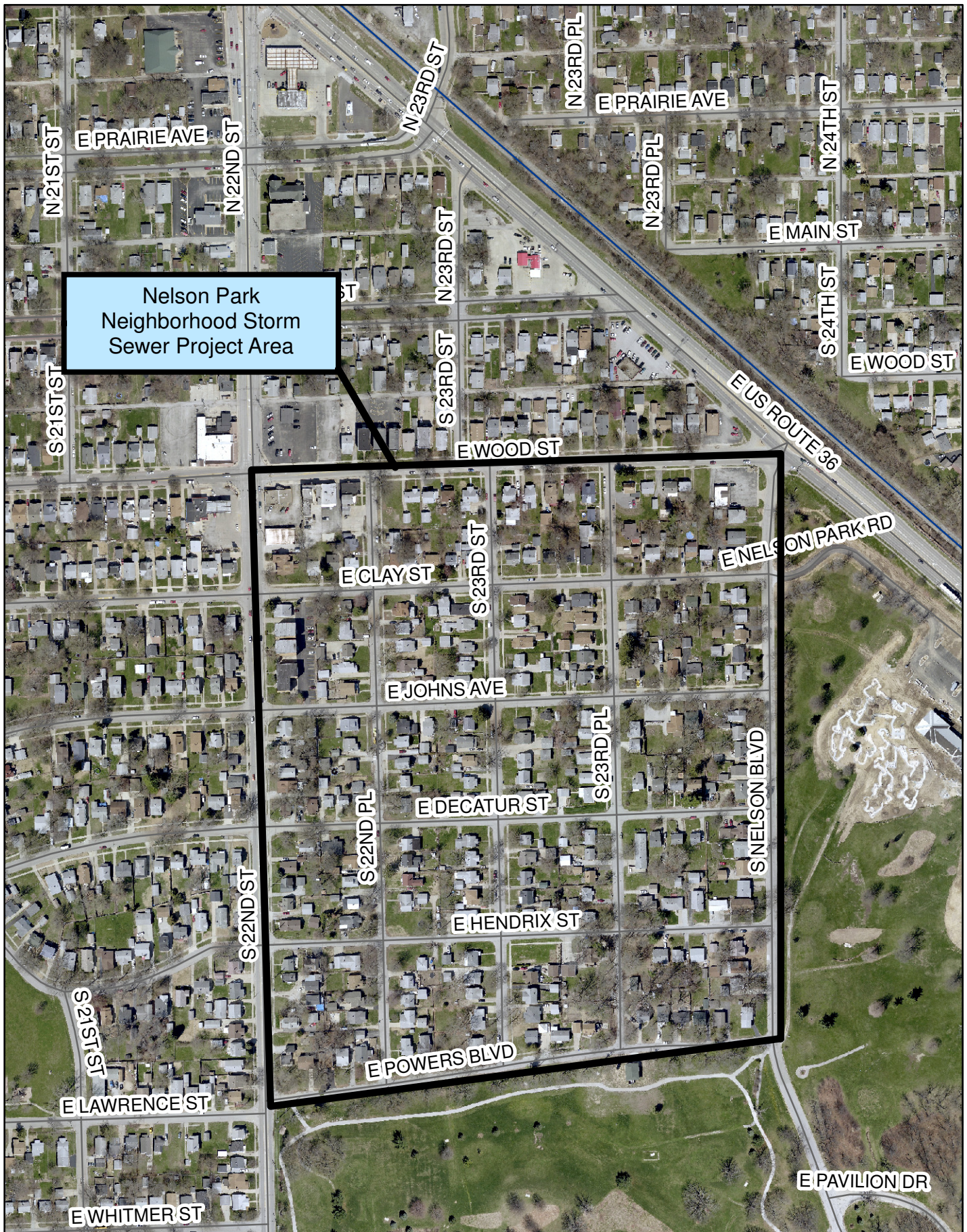
\$

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

Consulting Engineer's
Signature:

Title:

Figure 1
Nelson Park Storm Sewer Project Area



Development Services

DATE: 11/10/2015

MEMO: No. 15-45

TO: Honorable Mayor Julie Moore Wolfe and City Council

FROM: Tim Gleason, City Manager
Billy Tyus, Assistant City Manager
Suzan M. Stickle, Senior Planner
Joselyn A. Stewart, Transportation Planner

SUBJECT: Rezoning of property located at 1096 West Decatur Street from B-2 Commercial District to R-6 Multiple Dwelling District and for a Conditional Use Permit to allow for a rooftop cell tower.

SUMMARY RECOMMENDATION:

Staff recommends approval of the proposed rezoning for a portion of the parcel from B-2 Commercial District to R-6 Multiple Dwelling district as the rezoning will create a uniform zoning for the parcel and is consistent with the land uses in the surrounding area. Staff also recommends approval of a conditional use permit to allow for the installation of a Verizon Cell Tower on site with the following conditions: 1) The facility/tower shall be in compliance with any other applicable local, state, or federal regulations at all times; 2) Towers and antennas shall be designed to blend into the surrounding environment through the use of color and camouflaging architectural treatment, except in instances where the color is dictated by federal or state authorities such as the Federal Aviation Administration; 3) The proposed tower shall meet the required fall zone; and 4) That the proposed operation be in compliance with applicable provisions of the City's adopted Building Codes, including obtaining a building permit to perform any proposed or required improvements to the existing structure. The City Plan Commission voted 8-0 to recommend approval of this petition at the October 1, 2015 meeting; the minutes of the meeting are attached.

BACKGROUND:

The subject site is developed as a multi-family residence and located at 1096 West Decatur Street. The petitioner proposes to rezone from B-2 Commercial District to R-6 Multiple Dwelling District on the west half of their property to allow for all those uses permitted in the R-6 Multiple Dwelling District. The east half of the site is already zoned R-6 Multiple Dwelling District therefore rezoning the west half of the property to R-6 Multiple Dwelling District will make the parcel uniform with one zoning district and the current use being in compliance with the current Zoning Ordinance.

The petitioner is also requesting a Conditional Use Permit to allow Verizon Wireless to co-

locate antennas on the rooftop of the existing structure. Verizon sought out this existing structure in an effort to improve local signal distribution. According to Verizon there were no existing towers within the search radius and this building proved to be the best suited candidate in terms of radio frequency needs.

The proposed antennas will be mounted onto the existing penthouse. The height of the existing building is 46' At Ground Level (A.G.L.); the distance to the top of the penthouse will be 53' A.G.L.; and the distance to the center of the proposed antennas will be 57' A.G.L.

An equipment shelter will also be constructed for the use of the antennas. The proposed lease area will be 20' x 36' and the proposed equipment shelter which has an internal generator will be 11'6" x 21' 9 1/2". The shelter will be located on the ground at the southeast corner of the building.

The surrounding zoning includes R-6 Multiple Dwelling District and B-2 Commercial District to the north and south, R-6 Multiple Dwelling District to the east and B-2 Commercial to the west. The Macon County and Decatur Comprehensive Plan shows this area as Retail, Residential – Low Density and Schools – Public and Private. The permitted land uses in the R-6 Multiple Dwelling District are compatible with the surrounding land uses and zoning districts.

POTENTIAL OBJECTIONS: N/A

INPUT FROM OTHER SOURCES:

The proposed Verizon Roof Top Cell Tower site plan has been reviewed by the City's Technical Review Committee; Planning, Engineering and Fire have approved the proposed site plan.

STAFF REFERENCE: Any additional questions may be forwarded to Joselyn A. Stewart at 424-2782 or at jstewart@decaturil.gov.

BUDGET/TIME IMPLICATIONS: None

ATTACHMENTS:

Description	Type
Ordinance	Ordinance
Back Up Material	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Development Services	Bright, Debbie	Approved	11/11/2015 - 11:14 PM

ORDINANCE NO. _____

**ORDINANCE REZONING PROPERTY
B-2 COMMERCIAL DISTRICT TO
R-6 MULTIPLE FAMILY DWELLING DISTRICT
- 1096 WEST DECATUR STREET -**

WHEREAS, on the 1st day of October, 2015, upon due notice, the Decatur City Plan Commission held a public hearing upon the petition of Thomas Jemilo, Insite RE, Inc., to rezone premises legally described as:

Lots 18, 19, 20 and 21 in Block 2 of Peter H. Brueck's Addition to the City of Decatur, as per Plat recorded in Book 22, Page 483 of the Records in the Recorder's Office of Macon County, Illinois,

from B-2 Commercial District to R-6 Multiple Family Dwelling District; and,

WHEREAS, the Decatur City Plan Commission recommended that the prayer of said petition be granted.

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

Section 1. That the recommendation of the Decatur City Plan Commission be, and the same is hereby, received, placed on file and approved.

Section 2. That said above described premises be, and they are hereby, rezoned from B-2 Commercial District to R-6 Multiple Family Dwelling District.

Section 3. That the Districts hereinabove mentioned are those districts set forth and defined in Ordinance No. 3512 of the City of Decatur, Illinois, commonly known as the Zoning Ordinance, and all the provisions, regulations, restrictions and requirements therein set forth shall apply to the premises above described herein.

Section 4. That the zoning of said premises as set out herein shall be shown and verified on the Zoning District Map as in such Ordinance No. 3512 provided and said Districts be, and they are hereby, amended and changed as herein set forth.

PRESENTED, PASSED, APPROVED AND RECORDED this 16th day of November, 2015.

JULIE MOORE WOLFE, MAYOR

ATTEST:

CITY CLERK



City of Decatur, Illinois

PETITION FOR REZONING

Petition before the Mayor, City Council and Members of the Plan Commission of Decatur, Illinois

Economic and Urban Development Department

One Gary K. Anderson Plaza

Decatur, Illinois 62523-1196

424-2793

FAX 424-2728

Please Type

SECTION ONE: PETITIONER / OWNER / REPRESENTATIVE INFORMATION					
Petitioner	Thomas Jemilo, Insite RE, Inc. (authorized agent of Verizon Wireless)				
Address	1s660 Midwest Road				
City	Oakbrook Terrace	State	IL	Zip	60181
Telephone	708-638-1479	Fax	N/A	E-mail	Jemilo@insite-inc.com
Property Owner	Decatur Housing Authority				
Address	1808 E Locust Street				
City	Decatur	State	IL	Zip	62521
Telephone	217-423-7711	Fax	217-423-7771	E-mail	jalpi@decaturhousing.c
Representative	Same as Petitioner				
Address					
City		State		Zip	
Telephone		Fax		E-mail	

SECTION TWO: SITE INFORMATION						
Street Address	1096 W Decatur Street					
Legal Description	Please see attached.					
Present Zoning	☐ R-1	☐ R-2	☐ R-3	☐ R-5	☒ R-6	Is this property a Planned Unit Development? ☐ YES Approval Date: _____ ☒ NO
	☐ B-1	☒ B-2	☐ B-3	☐ B-4	☐ O-1	
	☐ M-1	☐ M-2	☐ M-3	☐ PMR-1		
Please list all improvements on the site:						
Size of Tract	☐ SF ☐ AC					

SECTION THREE: REQUESTED ACTION						
Rezone Property To:	☐ R-1	☐ R-2	☐ R-3	☐ R-5	☒ R-6	Will this property be a Planned Unit Development? ☐ YES ☒ NO
	☐ B-1	☐ B-2	☐ B-3	☐ B-4	☐ O-1	
	☐ M-1	☐ M-2	☐ M-3	☐ PMR-1		
Other:	Conditional Use Permit					

Section Three Continued	
Purpose	<i>Please state the purpose of the proposed rezoning.</i>
The purpose of this rezoning is to obtain a conditional use permit, allowing Verizon Wireless to co-locate antennas on the rooftop of the building in question (1096 W Decatur Street) . Verizon Wireless is seeking to co-locate on an existing structure, in harmony with the City of Decatur's zoning code	

SECTION FOUR: JUSTIFICATION	
<i>The petitioner submits to the City Plan Commission and City Council the following facts (additional pages may be attached):</i>	
Pursuant to section XXVII subsection D of City of Decatur's zoning code Verizon has sought out this existing structure as an attempt to avoid construction of a new telecommunication tower. There were no existing towers within the search radius that Verizon requested, and this building proved to be the best suited candidate, in terms of radio frequency needs. Verizon Wireless initially targetted this building because of the current zoning, B-2, which permits co-location of wireless communications facilities under subsection Q of Section XXVIII.	

SECTION FIVE: CERTIFICATION			
		To be placed on the agenda of the regular meeting on the first Thursday of the month at 3:00 PM in the City Council Chambers, petition must be received on the first Thursday of the preceding month. Failure of the petitioner or the petitioner's representative to attend the Plan Commission hearing may result in items being tabled. Incomplete or erroneous petitions may delay items being heard by the Plan Commission.	
Petitioner's Signature	<i>Thomas Jemilo</i>	Date	<i>9/1/2015</i>

NOTES:	
1. Please forward this completed form and attachments to the Economic and Urban Development Department, Third Floor, Decatur Civic Center. Please make checks payable to the City of Decatur. See Schedule "A" for fees. 2. Signature of this petition grants permission to City staff to place a sign, indicating a request for zoning action, on the subject property at least 10 days prior to the Decatur City Plan Commission hearing. Said sign will be removed within 15 days of final action by City Council. 3. In the event a petition for rezoning is denied by the Council, another petition for a change to the same district shall not be filed within a period of one year from the date of denial, except upon the initiation of the City Council or the City Plan Commission after showing a change of circumstances which would warrant a renewal. 4. All petitions before the Decatur City Plan Commission are reviewed through the Development Technical Review (DTR) Process. Please consult the DTR Brochure for information related to this process.	

OFFICE USE ONLY	
Date Filed	
By	

LEGAL DESCRIPTION:

ALL THAT PARCEL OF LAND IN CITY OF DECATUR, MACON COUNTY, STATE OF ILLINOIS, AS MORE FULLY DESCRIBED IN DEED BOOK 1728, PAGE 227, ID# 04-12-15-302-022, BEING KNOWN AND DESIGNATED AS LOT SIXTEEN (16) AND THE WEST HALF OF LOT FIFTEEN (15) IN BLOCK TWO (2) OF PETER H. BRUECK'S ADDITION TO THE CITY OF DECATUR RECORDED IN PLAT BOOK 22, PAGE 483.

AND

ALL THAT PARCEL OF LAND IN CITY OF DECATUR, MACON COUNTY, STATE OF ILLINOIS, AS MORE FULLY DESCRIBED IN DEED BOOK 1729, PAGE 344, ID# 04-12-15-302-022, BEING KNOWN AND DESIGNATED AS LOTS 17, 18, 19, 20 AND 21 IN BLOCK 2 OF P.H. BRUECK'S ADDITION TO THE CITY OF DECATUR RECORDED IN PLAT BOOK 22, PAGE 483.

STAFF REPORT
Decatur City Plan Commission

COMMON NAME: 1096 West Decatur Street

GENERAL INFORMATION

Hearing Date October 1, 2015
Calendar No. 15-46
Property Location 1096 West Decatur Street
Requested Action Rezoning from B-2 to R-6 and a Conditional Use Permit for a Rooftop Tower
Petitioner Thomas Jemilo, Insite RE, Inc.

LAND USE AND ZONING

<i>Direction</i>	<i>Existing Land Use</i>	<i>Zoning</i>	<i>Comprehensive Plan</i>
Subject Property	Decatur Housing Authority	R-6, B-2	Retail
North	Single-Family Residence, Decatur Housing Authority	R-6, B-2	Retail
South	Single-Family Residence, Vacant Lots	R-6, B-2	Residential-Low Density
East	Single-Family Residence	R-6	Residential-Low Density
West	Millikin University, The Woods Apartments	B-2	Schools – Public and Private

BACKGROUND

1. The subject site is developed as a multi-family residence and located at 1096 West Decatur Street.

PROJECT DESCRIPTION

1. The petitioner proposes to rezone from B-2 Commercial District to R-6 Multiple Dwelling District on the west half of their property to allow for all those uses permitted in the R-6 Multiple Dwelling District.
2. The east half of the site is already zoned R-6 Multiple Dwelling District therefore rezoning the west half of the property to R-6 Multiple Dwelling District will make the parcel uniform with one zoning district and the current use being in compliance with the current Zoning Ordinance.
3. The petitioner is also requesting a Conditional Use Permit to allow Verizon Wireless to co-locate antennas on the rooftop of the existing structure. Verizon sought out this existing structure as an attempt to avoid construction of a new telecommunication tower. According to Verizon there were no existing towers within the search radius and this building proved to be the best suited candidate in terms of radio frequency needs.
4. The proposed antennas will be mounted onto the existing penthouse. The height of the existing building is 46' At Ground Level (A.G.L.); the distance to the top of the penthouse will be 53' A.G.L.; and the distance to the center of the proposed antennas will be 57' A.G.L.

5. An equipment shelter will also be constructed for the use of the antennas. The proposed lease area will be 20' x 36' and the proposed equipment shelter which has an internal generator will be 11'6" x 21' 9 1/2". The shelter will be located on the ground at the southeast corner of the building.

STAFF ANALYSIS

1. The surrounding zoning includes R-6 Multiple Dwelling District and B-2 Commercial District to the north and south, R-6 Multiple Dwelling District to the east and B-2 Commercial to the west. The Macon County and Decatur Comprehensive Plan shows this area as Retail, Residential – Low Density and Schools – Public and Private. The permitted land uses in the R-6 Multiple Dwelling District are compatible with the surrounding land uses and zoning districts.
2. Section XXII.A.3. lists three standards which must be met in order to grant a Conditional Use Permit. The first standard requires the applicant to show that the use is “necessary for the public convenience at the location.” The proposed use is generally compatible with the neighborhood and provides a service which can be utilized by area residents. Verizon will be able to provide improved coverage to their customers.
3. The proposed use also meets the second standard. The proposed rooftop tower is located and designed to be operated in a manner that the public health, safety and welfare will be protected.
4. This use also meets the third standard. The proposed rooftop tower will not cause substantial injury to the value of other properties in the neighborhood. The proposed rooftop tower will be required to meet all applicable City building and fire codes, as well as all Federal requirements.

STAFF RECOMMENDATION

1. Based on the analysis, staff recommends approval of the rezoning and the conditional use permit as submitted with the following conditions:
 - a. Site Plans with all supporting documentation be submitted to and approved by the Planning Division, Fire Department and Public Works Department prior to sending to City Council.
 - b. That the proposed operation be in compliance with applicable provisions of the City’s adopted Building Codes, including obtaining a building permit to perform any proposed or required improvements to the existing structure.

PLAN COMMISSION ACTION

1. Section XXIX. and XXII.A.2. requires the Plan Commission to hold a public hearing on a rezoning and Conditional Use Permit request, and then forward its report and recommendation to the City Council for final approval. A motion to forward Calendar Number 15-46 to the City Council with a recommendation for approval is suggested.

This report constitutes the testimony and recommendation of the Planning and Sustainability Division, Department of Planning and Building Services, City of Decatur.

Page 3 of 3
1096 West Decatur Street
October 1, 2015

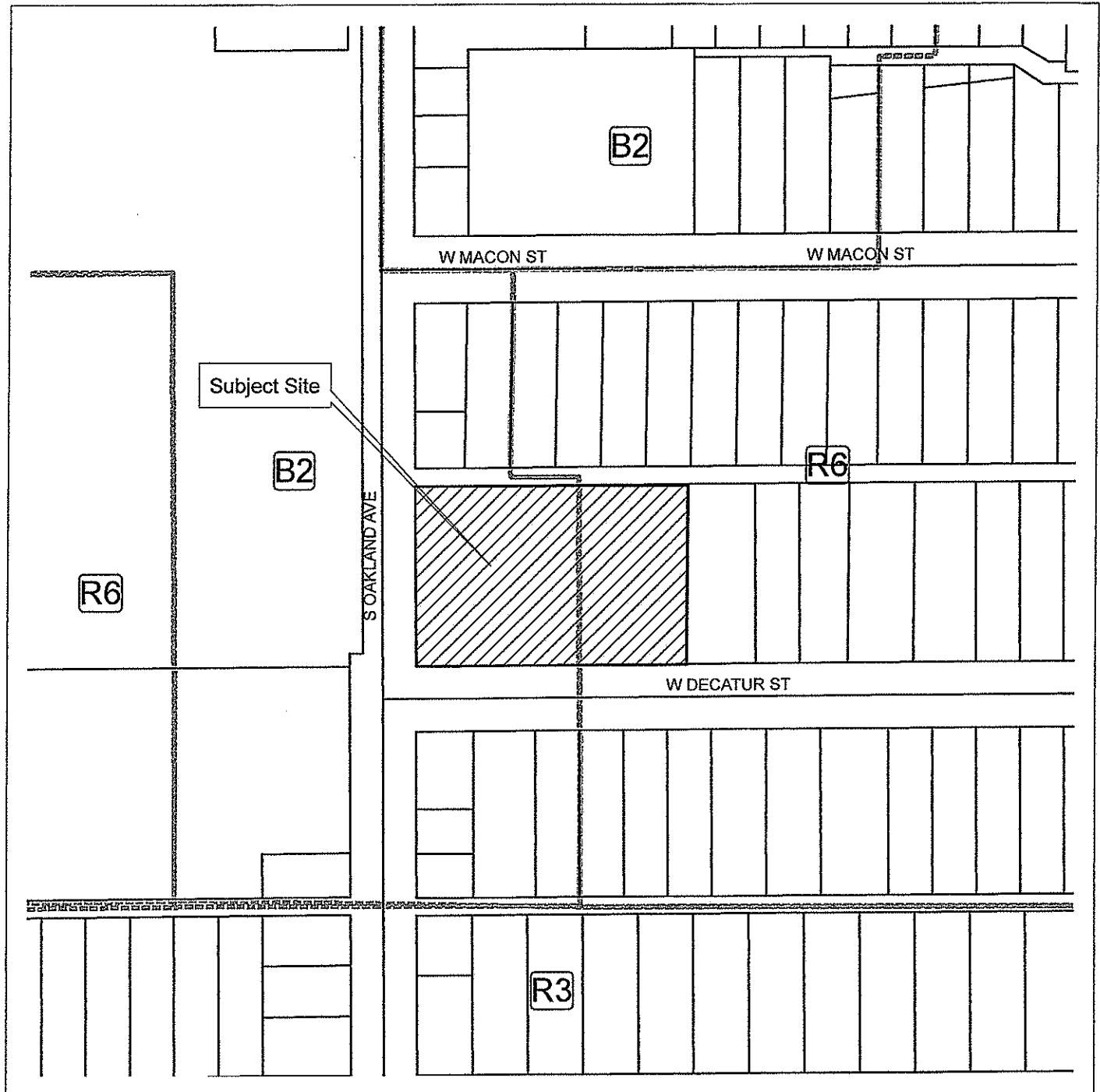
Joselyn A. Stewart
Transportation Planner

ATTACHMENTS

1. Petition
2. Location Map
3. Site Plan

Decatur City Plan Commission

1096 West Decatur Street



Cal. No.: 15-46
Date: October 1, 2015
Petition of: Tom Jemilo
Requested Action: Conditional Use Permit for Cell Tower

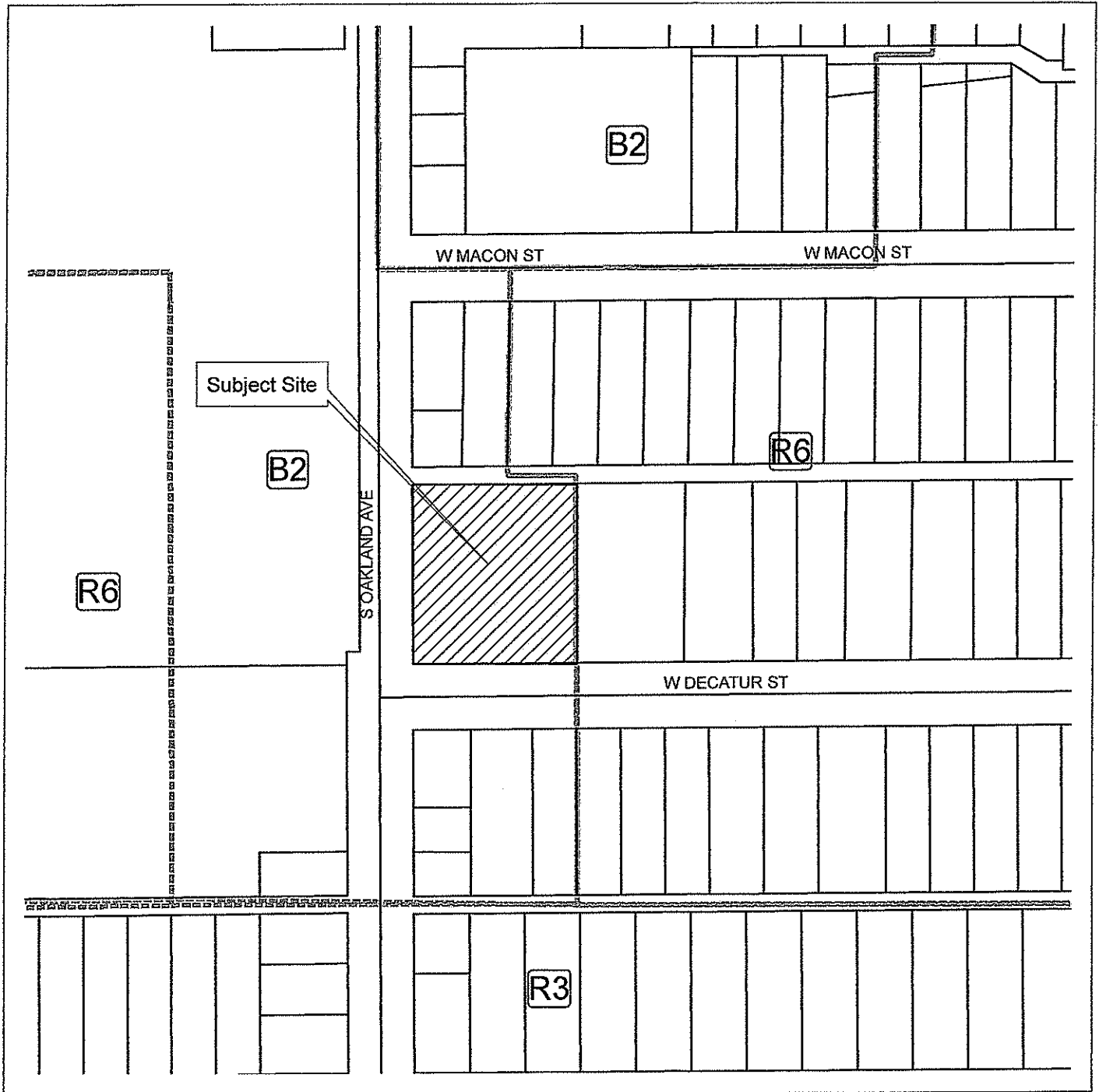


Legend

- Decatur Roads
-  subject site
-  Decatur Parcel data
-  Decatur Zoning

Decatur City Plan Commission

1096 West Decatur Street



Cal. No.: 15-46
Date: October 1, 2015
Petition of: Tom Jemilo
Requested Action: Rezone to R-6 Multiple Dwelling District



Legend

- Decatur Roads
-  subject site
-  Decatur Parcel data
-  Decatur Zoning

Excerpts from Plan Commission Meeting of October 1, 2015:

Cal. No. 15-46

Petition of THOMAS JEMILO, to rezone property located at 1096 WEST DECATUR STREET from B-2 Commercial District to R-6 Multiple Dwelling District and for a Conditional Use Permit to allow for a rooftop cell tower.

Mrs. Joselyn Stewart was sworn in by Mrs. Poland.

Mrs. Stewart presented the recommendation of staff:

The subject site is developed as a multi-family residence and located at 1096 West Decatur Street.

The petitioner proposes to rezone from B-2 Commercial District to R-6 Multiple Dwelling District on the west half of their property to allow for all those uses permitted in the R-6 Multiple Dwelling District.

The east half of the site is already zoned R-6 Multiple Dwelling District therefore rezoning the west half of the property to R-6 Multiple Dwelling District will make the parcel uniform with one zoning district and the current use being in compliance with the current Zoning Ordinance.

The petitioner is also requesting a Conditional Use Permit to allow Verizon Wireless to co-locate antennas on the rooftop of the existing structure. Verizon sought out this existing structure as an attempt to avoid construction of a new telecommunication tower. According to Verizon there were no existing towers within the search radius and this building proved to be the best suited candidate in terms of radio frequency needs.

The proposed antennas will be mounted onto the existing penthouse. The height of the existing building is 46' At Ground Level (A.G.L.); the distance to the top of the penthouse will be 53' A.G.L.; and the distance to the center of the proposed antennas will be 57' A.G.L.

An equipment shelter will also be constructed for the use of the antennas. The proposed lease area will be 20' x 36' and the proposed equipment shelter which has an internal generator will be 11'6" x 21' 9 1/2". The shelter will be located on the ground at the southeast corner of the building.

The surrounding zoning includes R-6 Multiple Dwelling District and B-2 Commercial District to the north and south, R-6 Multiple Dwelling District to the east and B-2 Commercial to the west. The Macon County and Decatur Comprehensive Plan shows this area as Retail, Residential – Low Density and Schools – Public and Private. The permitted land uses in the R-6 Multiple Dwelling District are compatible with the surrounding land uses and zoning districts.

Section XXII.A.3. lists three standards which must be met in order to grant a Conditional Use Permit. The first standard requires the applicant to show that the use is "necessary for the public convenience at the location." The proposed use is generally compatible with the neighborhood and provides a service which can be utilized by area residents. Verizon will be able to provide improved coverage to their customers.

The proposed use also meets the second standard. The proposed rooftop tower is located and designed to be operated in a manner that the public health, safety and welfare will be protected.

Excerpts from Plan Commission Meeting of October 1, 2015 continued:

This use also meets the third standard. The proposed rooftop tower will not cause substantial injury to the value of other properties in the neighborhood. The proposed rooftop tower will be required to meet all applicable City building and fire codes, as well as all Federal requirements.

Based on the analysis, staff recommends approval of the rezoning and the conditional use permit as submitted with the following conditions:

- a. Site Plans with all supporting documentation be submitted to and approved by the Planning Division, Fire Department and Public Works Department prior to sending to City Council.
- b. That the proposed operation be in compliance with applicable provisions of the City's adopted Building Codes, including obtaining a building permit to perform any proposed or required improvements to the existing structure.

Section XXIX. and XXII.A.2. requires the Plan Commission to hold a public hearing on a rezoning and Conditional Use Permit request, and then forward its report and recommendation to the City Council for final approval. A motion to forward Calendar Number 15-46 to the City Council with a recommendation for approval is suggested.

Mr. Thomas Jemilo, petitioner, was sworn in by Mrs. Poland.

Mr. Jemilo stated that Verizon has identified this area as one that requires a need for improved network capacity and voice data coverage. This project will fill that need.

There were no questions and no objectors present.

It was moved and seconded (Frantz/Peck) to forward Calendar No. 15-46 to the City Council with a recommendation for approval. Motion carried unanimously.

ORDINANCE NO. _____

**ORDINANCE GRANTING CONDITIONAL USE PERMIT
ROOF TOP CELL TOWER
- 1096 WEST DECATUR STREET -**

WHEREAS, on the 1st day of October, 2015, upon due notice, the Decatur City Plan Commission held a public hearing upon the petition of Thomas Jemilo, Insite RE, Inc. who is authorized to petition on behalf of the Decatur Housing Authority for a conditional use permit under the provisions of Section XXII.A.2 of the Zoning Ordinance to allow for the construction and operation of a Roof Top Cell Tower, in a R-6 Multiple Family Dwelling District on property located in the City of Decatur, Illinois and legally described as follows:

The West ½ of Lot 15 and Lots 16, 17, 18, 19, 20 and 21 in Block 2 of Peter H. Brueck's Addition to the City of Decatur, as per Plat recorded in Book 22, Page 483 of the Records in the Recorder's Office of Macon County, Illinois,

WHEREAS, said Decatur City Plan Commission recommended that such conditional use permit be approved.

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

Section 1. That the recommendation and report of the Decatur City Plan Commission be, and the same are hereby, received, placed on file and granted.

Section 2. That upon the conditions described herein, a conditional use permit be, and it is hereby, granted to the Decatur Housing Authority and only to the Decatur Housing Authority to allow for the construction and operation of a Roof Top Cell Tower, in the R-6 Multiple Family Dwelling District upon the premises aforesaid in accordance with the site plan hereto attached, marked Exhibit A and hereby made a part hereof:

1. The facility/tower shall be in compliance with any other applicable local, state, or federal regulations at all times;
2. Towers and antennas shall be designed to blend into the surrounding environment through the use of color and camouflaging architectural treatment, except in instances where the color is dictated by federal or state authorities such as the Federal Aviation Administration;
3. The proposed tower shall meet the required fall zone; and
4. That the proposed operation be in compliance with applicable provisions of the City's adopted Building Codes, including obtaining a building permit to perform any proposed or required improvements to the existing structure.

Section 3. That said conditional use permit granted hereby, be, and it is hereby, made subject to the applicable provisions and requirements of Ordinance No. 3512, as amended, the same being the Zoning Ordinance of the City of Decatur, Illinois, and that the Zoning Map of said City be amended to show the granting and existence of this conditional use permit.

PRESENTED, PASSED, APPROVED AND RECORDED this 16th day of November, 2015.

JULIE MOORE WOLFE, MAYOR

ATTEST:

CITY CLERK

CONSULTANT TEAM

PROJECT CONSULTANT:

TERRA CONSULTING GROUP, LTD.
600 BUSSE HIGHWAY
PARK RIDGE, IL 60068
(847) 698-6400

SURVEYOR:

WILLIAMS AND WORKS
549 OTTAWA AVE NW
GRAND RAPIDS, MI 49503
(616) 224-1500

APPROVALS

REAL ESTATE:

RF:

CONSTRUCTION:

EQUIPMENT ENGINEERING:

OPERATIONS:

PROJECT TYPE

PROPOSED LESSEE ANTENNAS MOUNTED ON EXISTING PENTHOUSE WALL WITH PROPOSED 11'-6" X 21'-9 1/2" EQUIPMENT ENCLOSURE AT BASE.

SITE COORDINATES:

LATITUDE: 39° 50' 18.07" N (1A CERTIFICATION)
LONGITUDE: 88° 58' 19.78" W (1A CERTIFICATION)
ELEVATION: ±714' (1A)

DRIVING DIRECTIONS:

FROM LESSEE OFFICE: START OUT GOING EAST ON E WOODFIELD RD TOWARD MALL DR. TURN RIGHT ONTO W FRONTAGE RD. MERGE ONTO I-290 E VIA THE RAMP ON THE LEFT. KEEP LEFT TO TAKE I-355 S VIA EXIT 7 TOWARD JOLIET. TAKE THE I-55 S EXIT, EXIT 12B, TOWARD JOLIET ROAD/ST LOUIS. KEEP LEFT TO TAKE THE RAMP TOWARD JOLIET RD S. MERGE ONTO I-55 S VIA THE RAMP ON THE LEFT TOWARD ST LOUIS. KEEP LEFT TO TAKE I-74 E/US-51 S VIA EXIT 157A TOWARD INDIANAPOLIS/DECATUR. TAKE THE US-51/US-51 BUS EXIT, EXIT 135, TOWARD DECATUR/BLOOMINGTON. MERGE ONTO US-51 S TOWARD DECATUR. STAY STRAIGHT TO GO ONTO N WATER ST. N WATER ST BECOMES N MAIN ST/US-51 BUS S. TURN RIGHT ONTO W ELDORADO ST/US-36 W. TURN LEFT ONTO N OAKLAND AVE. TURN LEFT ONTO W DECATUR ST. DESTINATION WILL BE ON THE LEFT.

VICINITY MAP

N.T.S.

REGIONAL MAP

N.T.S.

GENERATOR TYPE: DIESEL

PROJECT INFORMATION

ADDRESS:

1096 W. DECATUR STREET
DECATUR, IL 62522

POWER: T.B.D.

FIBER: T.B.D.

UTILITIES:

JURISDICTION:

OCCUPANCY:

ZONING:

CONSTRUCTION TYPE:

PROPERTY OWNER:

BUILDING OWNER:

CONTACT PERSON:

APPLICANT:

CONSTRUCTION MANAGER:

REAL ESTATE MANAGER:

PROJECT INFORMATION

ADDRESS:

1096 W. DECATUR STREET
DECATUR, IL 62522

POWER: T.B.D.

FIBER: T.B.D.

UTILITIES:

JURISDICTION:

OCCUPANCY:

ZONING:

CONSTRUCTION TYPE:

PROPERTY OWNER:

BUILDING OWNER:

CONTACT PERSON:

APPLICANT:

CONSTRUCTION MANAGER:

REAL ESTATE MANAGER:

REVISIONS

NO	DATE	BY	DESCRIPTION
1	08/22/15	PP	ISSUED FOR REVIEW
2	08/21/15	JTM	UPDATE PER CITY COMMENTS

LOC. # 313781

MILLIKIN UNIVERSITY

1096 W. DECATUR STREET
DECATUR, IL 62522

DRAWN BY:

PP

CHECKED BY:

TAZ

DATE:

08/22/15

PROJECT #:

33-1913

SHEET TITLE

TITLE SHEET

SHEET NUMBER

T-1

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LOCATION NUMBER: 313781

SITE NAME: MILLIKIN UNIVERSITY

1096 W. DECATUR STREET
DECATUR, IL 62522

FIBER COORDINATION IS NOT COMPLETE (PENDING FIBER CONTACT). PRIOR TO CONSTRUCTION, CONTACT DESIGNER FOR UPDATE.

9/22/2015
EXP 11/30/2015

Page 114 of 244

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**FIBER COORDINATION IS NOT
COMPLETE (PENDING FIBER CONTACT).
PRIOR TO CONSTRUCTION, CONTACT
DESIGNER FOR UPDATE.**

CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE TO EXISTING PAVEMENT.
CONTRACTOR SHALL PHOTOGRAPH AND VIDEOTAPE EXISTING PAVEMENT PRIOR
TO CONSTRUCTION. ANY DAMAGE CAUSED DURING CONSTRUCTION SHALL BE
REPLACED TO EXISTING OR BETTER CONDITION AT NO ADDITIONAL COST.

1 LOCATION PLAN
SCALE: 1" = 30'

Page 115 of 244

THE CONTRACTOR WILL, UPON BECOMING AWARE OF SUBSURFACE OR LATENT
PHYSICAL CONDITIONS DIFFERING FROM THOSE DISCLOSED BY THE ORIGINAL SOIL
INVESTIGATION WORK, PROMPTLY NOTIFY THE OWNER VERBALLY AND IN WRITING,
AS TO THE NATURE OF THE DIFFERING CONDITIONS. NO CLAIM BY THE CONTRACTOR
FOR ANY CONDITIONS DIFFERING FROM THOSE ANTICIPATED IN THE PLANS AND
SPECIFICATIONS AND DISCLOSED BY THE SOIL STUDIES WILL BE ALLOWED UNLESS
THE CONTRACTOR HAS SO NOTIFIED THE OWNER, VERBALLY AND IN WRITING, AS
REQUIRED ABOVE, OF SUCH DIFFERING SUBSURFACE CONDITIONS.

CONTRACTOR TO PROVIDE APPROXIMATE 50'x50' STAGING
AREA AND TEMPORARY ROAD. CONTRACTOR SHALL
COORDINATE WITH ANTENNA CONTRACTOR, A STAGING
AREA AND TEMPORARY ROAD THAT IS ACCEPTABLE TO THE
OWNER. STAGING AREA AND TEMPORARY ROAD SHALL BE
RESTORED TO EXISTING CONDITIONS AS NECESSARY UPON
COMPLETION OF THE PROJECT.

BEFORE AND DURING CONSTRUCTION, THE CONTRACTOR
SHALL PROVIDE ADEQUATE EROSION CONTROL AS
NECESSARY IN THE FORM OF SILT FENCES FOR THE SITE
AND BALES AROUND ANY EXISTING MANHOLES, INLETS, OR
CATCHBASINS SUSCEPTIBLE TO EROSION. EROSION
CONTROL MEASURES SHALL BE PERIODICALLY INSPECTED
TO ENSURE PROPER FUNCTION. EROSION CONTROL SHALL
BE REMOVED UPON COMPLETION OF WORK.

ALL WORK SHALL COMPLY WITH
APPLICABLE CITY AND STATE
CONSTRUCTION STANDARDS

1096 W. DECATUR STREET
DECATUR, IL 62522

DRAWN BY: PP
CHECKED BY: TAZ
DATE: 06/22/15
PROJECT #: 33-1913

SHEET TITLE
LOCATION PLAN

SHEET NUMBER

LP

LOC. # 313781

MILLIKIN
UNIVERSITY

REVISIONS

NO.	DESCRIPTION	DATE	BY
1.	ISSUED FOR REVIEW	06/22/15	PP
	UPDATE PER CITY COMMENTS	06/21/15	JTM

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FORMAT. ANY SIZE OTHER THAN
THAT IS AT REDUCED SCALE.

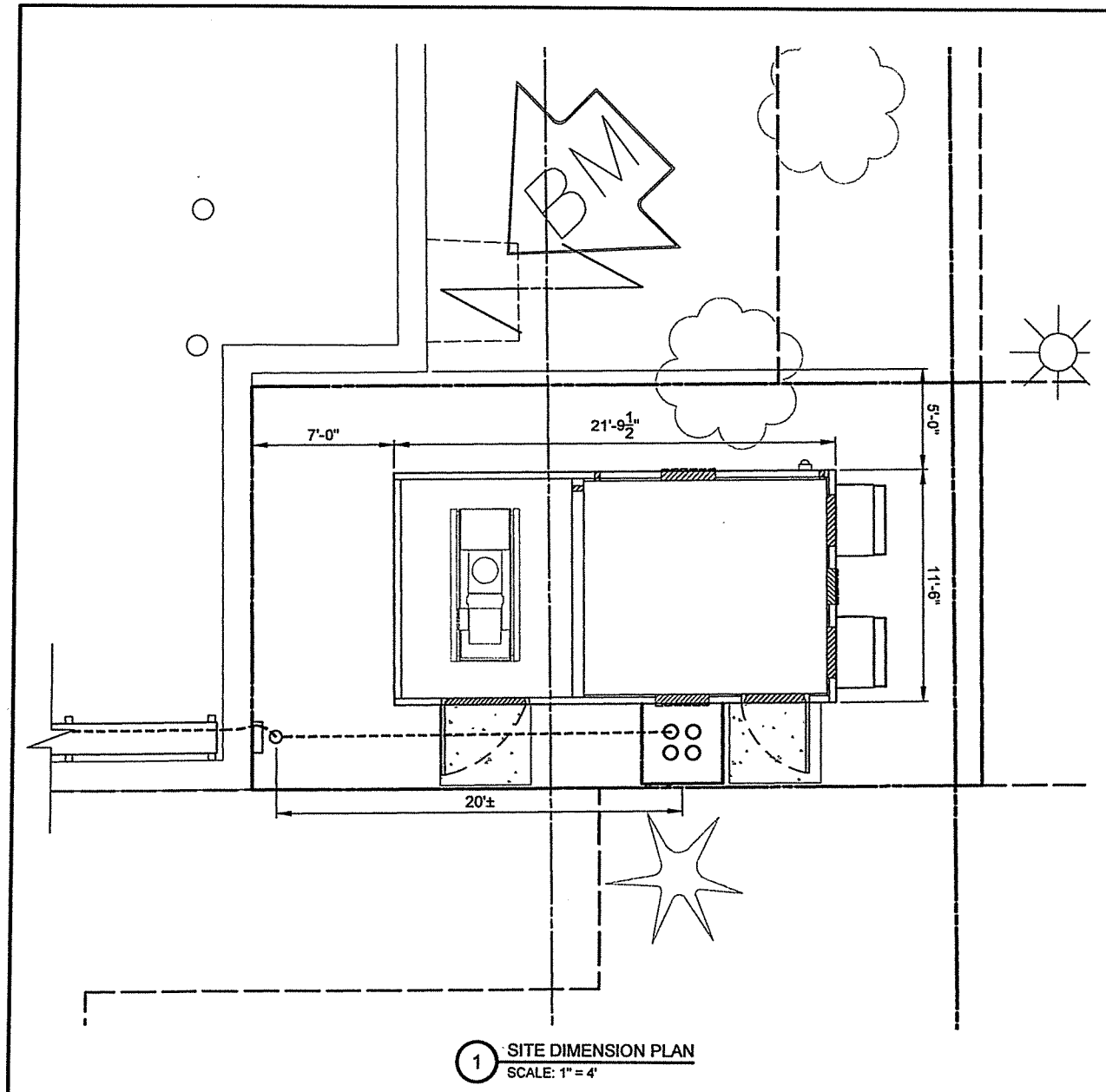
0 15' 30' 60'

SCALE 1" = 30'

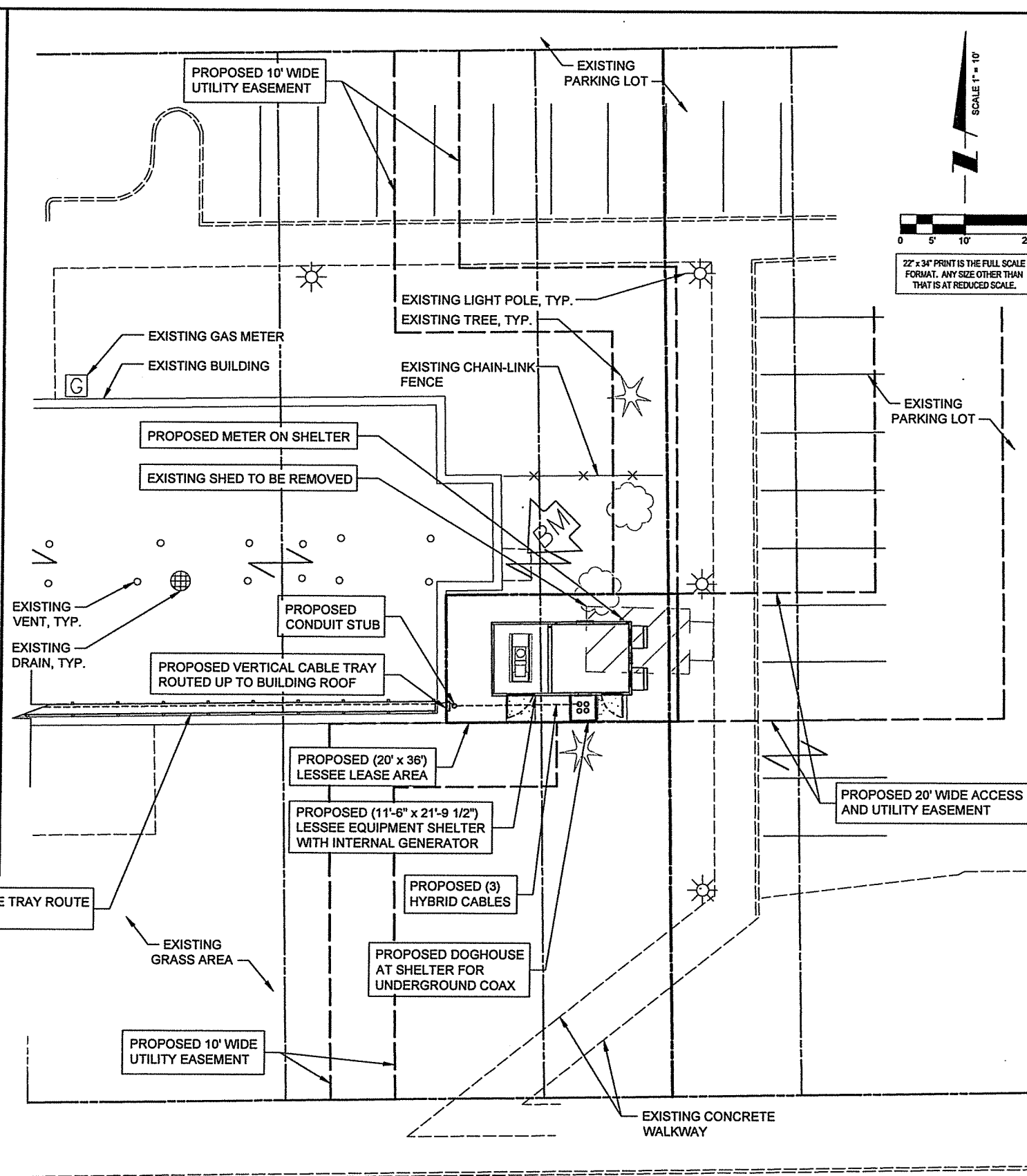


1515 WOODFIELD ROAD, SUITE 1400
SCHAUMBURG, ILLINOIS 60173

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1 SITE DIMENSION PLAN
SCALE: 1" = 4'



1 ENLARGED SITE PLAN
SCALE: 1" = 10'

ALL WORK SHALL COMPLY WITH APPLICABLE CITY AND STATE CONSTRUCTION STANDARDS

PAVEMENT MATERIAL

LEASE SITE
80 S.Y.
8" COMPACTED AGGREGATE BASE COURSE, WITH 3/4" CRUSHED AGGREGATE, NO FINES. OR APPROVED EQUAL.

THE CONTRACTOR SHALL INCLUDE AS PART OF THE BID, THE COST OF REMOVAL OF ANY SURFACE VEGETATION AND ORGANIC SOILS OR OTHER DELETERIOUS MATERIALS AND THE REPLACEMENT WITH ENGINEERED BACKFILL FOR THE AGGREGATE ACCESS DRIVE AND LEASE SITE, IN ACCORDANCE WITH THE RECOMMENDATIONS OF THE GEOTECHNICAL REPORT.

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FAX: 847-498-4401

REVISIONS				
NO.	DATE	BY	PP	JTM
1.	08/22/15	PP		
1.	08/22/15	JTM		
DESCRIPTION				
ISSUED FOR REVIEW				
UPDATE PER CITY COMMENTS				

LOC. # 313781

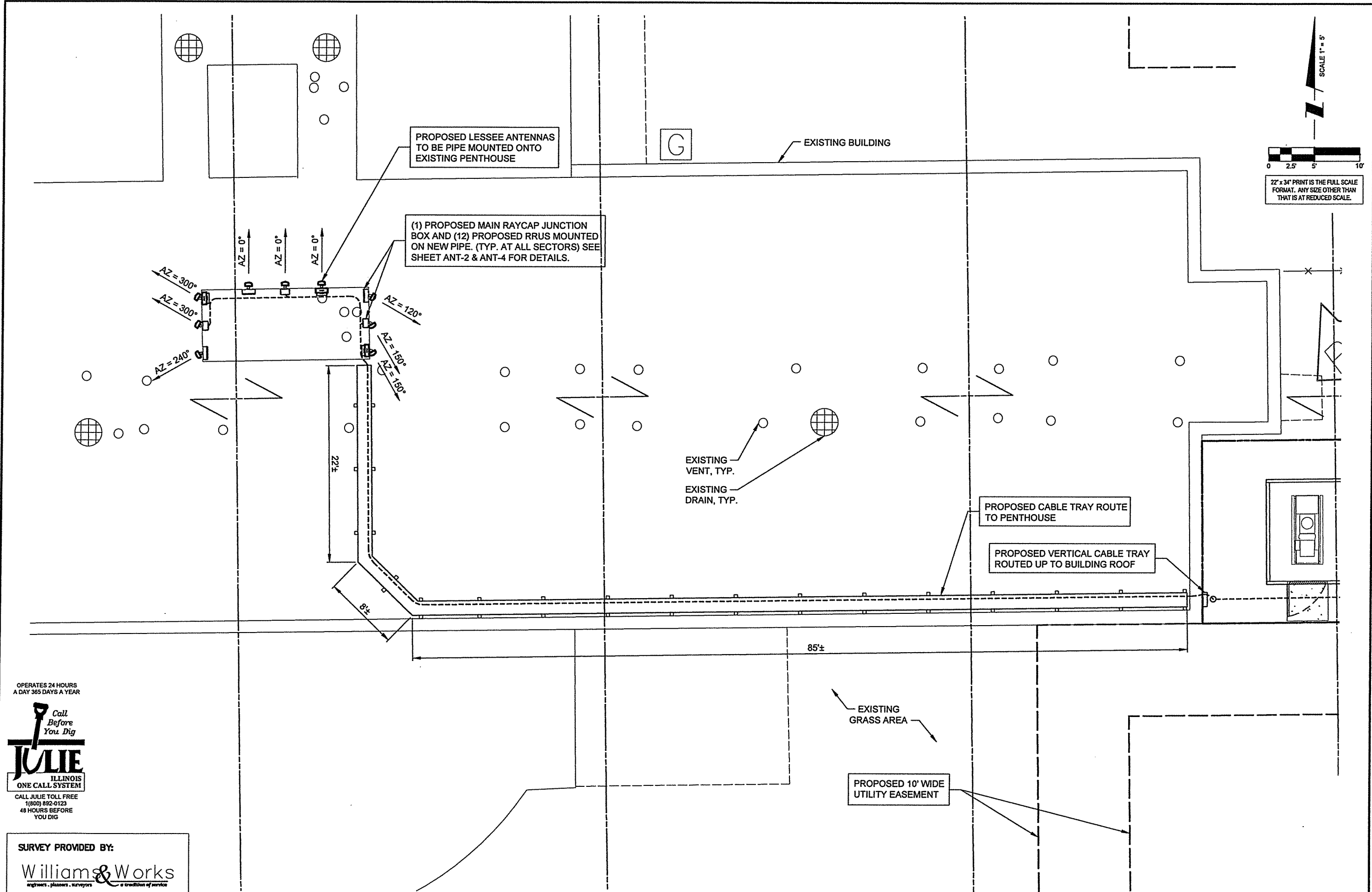
MILLIKIN UNIVERSITY

1096 W. DECATUR STREET
DECATUR, IL 62522

DRAWN BY: PP
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DATE: 08/22/15
PROJECT #: 33-1913

SHEET TITLE
ENLARGED SITE PLAN

SHEET NUMBER
C-1



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1096 W. DECATUR STREET
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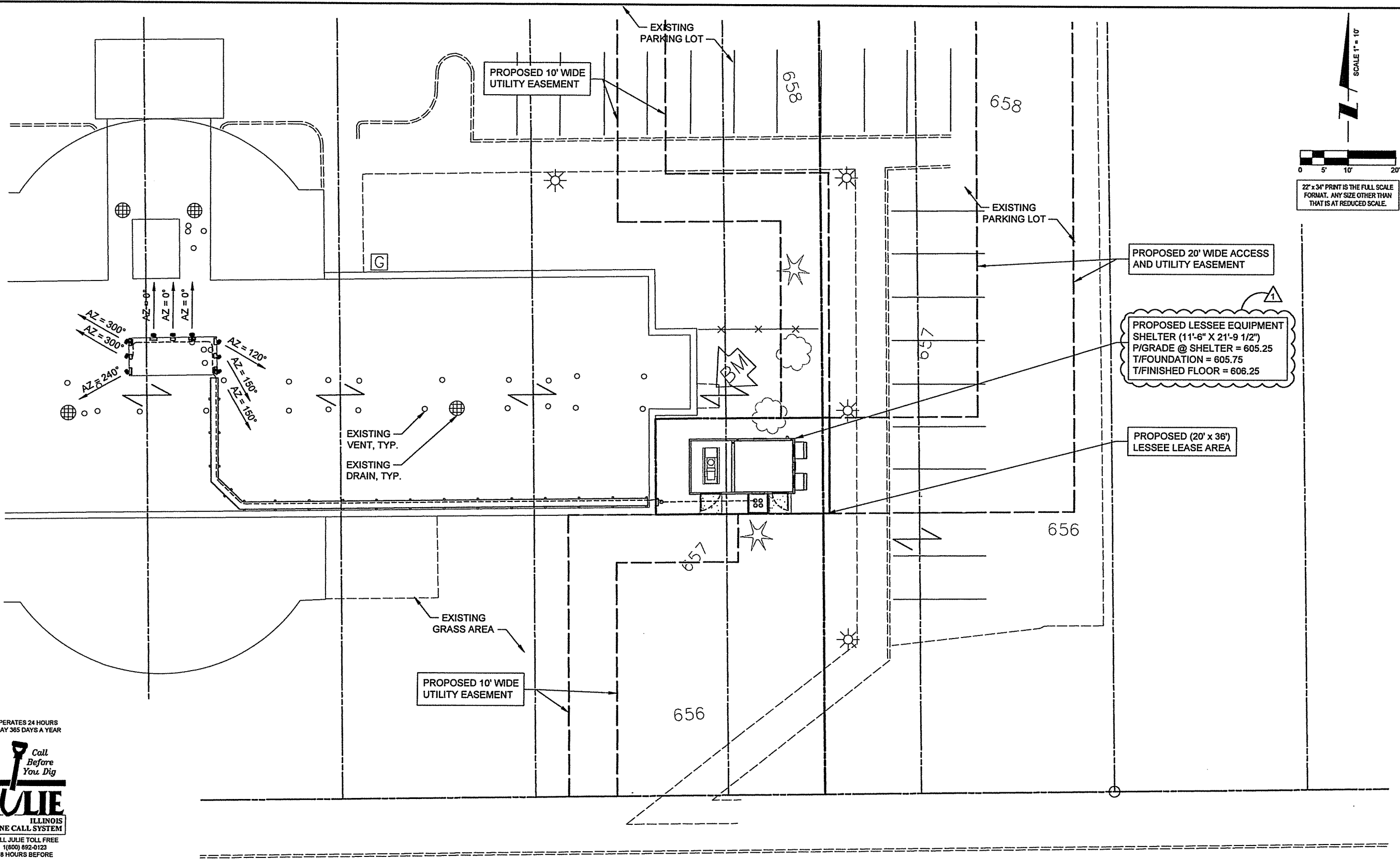
SHEET TITLE
**ENLARGED
ROOFTOP VIEW**

SHEET NUMBER
A-1

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1 ENLARGED ROOFTOP VIEW
SCALE: 1" = 5'



OPERATES 24 HOURS
A DAY 365 DAYS A YEAR



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1 SITE GRADING PLAN
SCALE: 1" = 10'

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PARK RIDGE, IL 60068
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FAX: 847-698-6401

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	ISSUED FOR REVIEW	1.	UPDATE PER CITY COMMENTS	06/22/15	PP
					JTM

LOC. # 313781

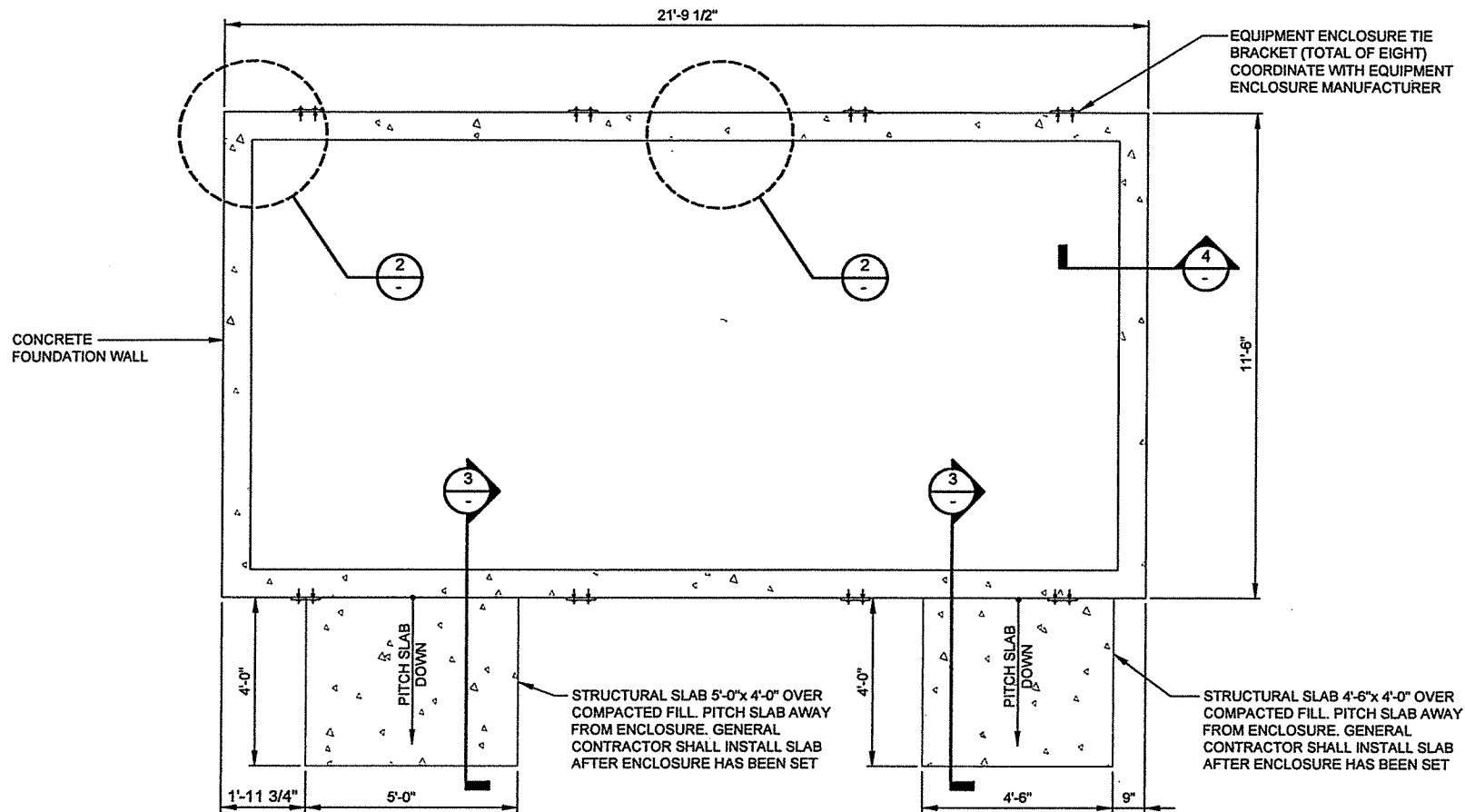
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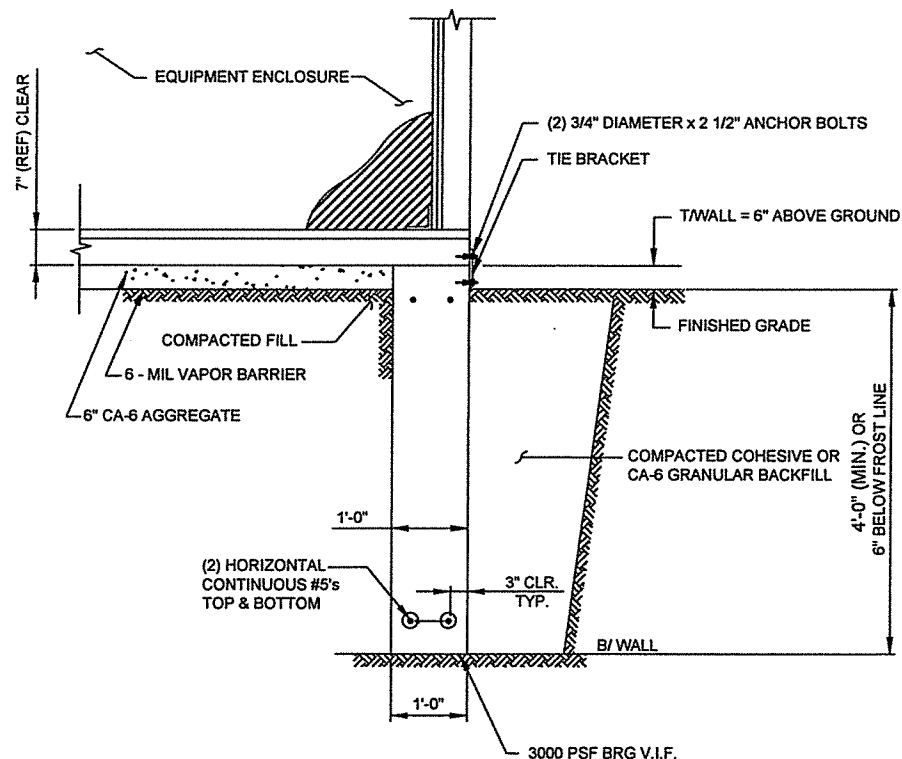
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DATE:	06/22/15
PROJECT #:	33-1913

SHEET TITLE
SITE GRADING PLAN

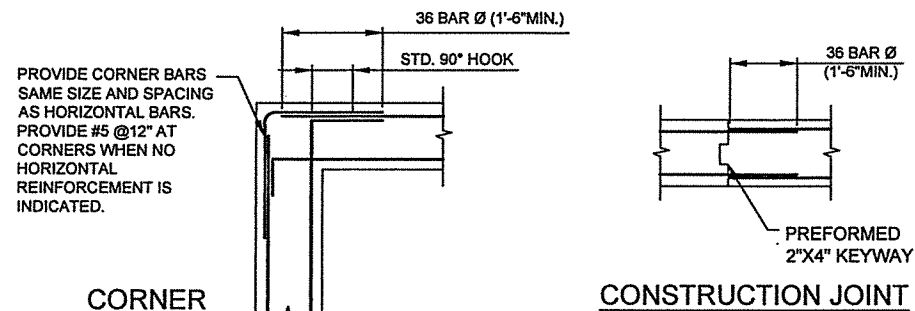
SHEET NUMBER
C-2



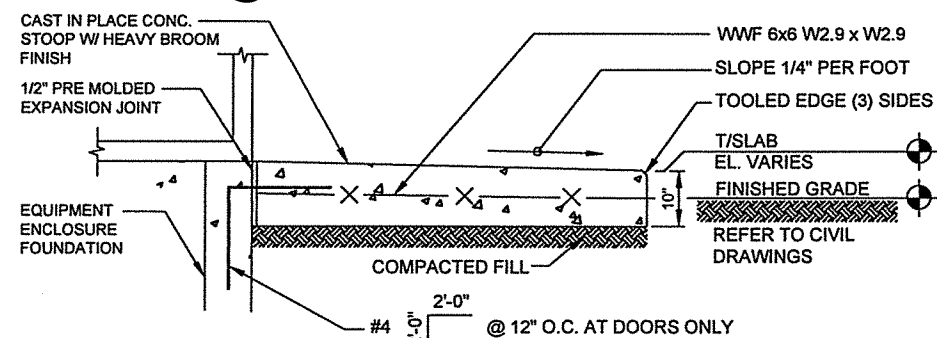
1 EQUIPMENT ENCLOSURE FOUNDATION PLAN
N.T.S.



4 FOUNDATION WALL SECTION
N.T.S.



CORNER
CONSTRUCTION JOINT
2 CONCRETE WALL REINFORCEMENT DETAILS
N.T.S.



3 STOOP DETAIL
N.T.S.

A. EQUIPMENT ENCLOSURE FOUNDATION

- REFER TO CIVIL DRAWINGS FOR ORIENTATION OF THE FOUNDATIONS.
- EQUIPMENT ENCLOSURE FOUNDATION IS DESIGNED FOR THE FOLLOWING LOADS:
ENCLOSURE DEAD LOAD: 70,000 LBS.
ROOF LIVE LOAD: 105 PSF
FLOOR LIVE LOAD: 150 PSF
- THE CONTRACTOR SHALL NOTIFY THE CLIENT'S GEOTECHNICAL ENGINEER TO COORDINATE HAVING A FIELD REPRESENTATIVE ON SITE FOR TESTING AND INSPECTION.
- FOOTINGS SHALL BEAR ON VIRGIN SOIL OR COMPACTED FILL MATERIAL CAPABLE OF SUPPORTING A MINIMUM SOIL BEARING PRESSURE OF 3000 PSF.
- SUBGRADE PREPARATION:
A. REMOVE ALL SOILS CONTAINING TOPSOIL, ORGANIC MATERIALS, AND/OR FILL MATERIALS FROM WITHIN AREA OF ENCLOSURE FOUNDATION.
B. PROOF ROLL RESULTING SUBGRADE WITH A HEAVILY LOADED SINGLE AXLE ROLLER OR SIMILAR VEHICLE. (20 TON LOAD). CONTRACTOR SHALL UNDERCUT AND REPLACE WITH ENGINEERED FILL. ALL LOOSE SOFT OR UNSTABLE AREAS REVEALED DURING PROOFROLLING AS DIRECTED BY THE TESTING AGENCY. CONTRACTOR SHALL INCLUDE ANTICIPATED UNDERCUT AND REPLACEMENT AS INDICATED IN THE GEOTECHNICAL REPORT AS PART OF THE BID.
C. BACKFILL AND COMPACT THE AREA WITHIN THE BUILDING FOUNDATION. BETWEEN RESULTANT SUBGRADE AND FOUNDATION WALL WITH APPROVED GRANULAR MATERIAL.
- FOUNDATION WALLS SHALL BE BACKFILLED EVENLY ON EACH SIDE OF THE WALL OR WALLS SHALL BE ADEQUATELY BRACED BY THE CONTRACTOR UNTIL FLOOR SLAB HAS BEEN PLACED AND CURED FOR 72 HOURS MINIMUM.
- ENCLOSURE SHALL NOT BE SET UNTIL FLOOR SLAB HAS BEEN CURED FOR 72 HOURS MINIMUM.
- CONTRACTOR TO ENSURE FOUNDATION / SLAB ARE POURED TO MEET FLATNESS LEVEL TOLERANCES AS INDICATED IN ACI 4.5.6 AND 4.5.7.

B. EQUIPMENT ENCLOSURE

THE EQUIPMENT ENCLOSURE IS A PRE-FABRICATED BUILDING MANUFACTURED BY FIBREBOND, MINDEN, LOUISIANA.
THE EQUIPMENT ENCLOSURE BUILDING SHALL BE FURNISHED AND INSTALLED BY THE OWNER UNDER SEPARATE CONTRACT PER THE OWNER AND MANUFACTURER SPECIFICATIONS.

C. CONCRETE NOTES

- ALL CONCRETE WORK SHALL CONFORM TO THE REQUIREMENTS OF ACI 318 AND ACI 301, LATEST EDITION. THESE DOCUMENTS SHALL BE AVAILABLE IN THE FIELD OFFICE.
- EXCEPT WHERE OTHERWISE INDICATED, CONCRETE SHALL BE NORMAL WEIGHT AND WITH MINIMUM 28-DAY COMPRESSIVE STRENGTHS OF $F'_c \geq 3000$ PSI. ALL EXTERIOR EXPOSED CONCRETE SHALL BE AIR ENTRAINED.
- REINFORCING BARS SHALL CONFORM TO ASTM A615, GRADE 60. ALL WELDED WIRE FABRIC SHALL CONFORM TO ASTM A185.

NOTE:
LOCALIZED AREAS OF SOFT OR LOOSE MATERIALS MAY BE ENCOUNTERED AT THE PROPOSED BEARING ELEVATION. THE SOILS MAY REQUIRE COMPACTION USING A PLATE COMPACTOR IN THE FOOTING TRENCH IF FIELD CONDITIONS INDICATE LOOSE GRANULAR SOILS. THE SOILS MAY REQUIRE REMOVAL AND REPLACEMENT WITH AN APPROVED ENGINEERED FILL. FOUNDATION DEPTH AND OVER DIG REQUIREMENTS SHALL BE VERIFIED WITH THE RECOMMENDATIONS OF THE GEOTECHNICAL REPORT AND INCLUDED IN THE BID BEFORE CONSTRUCTION. THE EVALUATION OF THE SUB GRADE AND SELECTION OF FILL MATERIALS SHALL BE MONITORED AND TESTED BY A QUALIFIED REPRESENTATIVE OF THE SOILS ENGINEER.

NO.	DESCRIPTION	DATE	BY
1.	ISSUED FOR REVIEW	06/22/15	PP
	UPDATE PER CITY COMMENTS	09/21/15	JTM

LOC. # 313781

MILLIKIN
UNIVERSITY

1096 W. DECATUR STREET
DECATUR, IL 62522

DRAWN BY:	PP
CHECKED BY:	TAZ
DATE:	06/22/15
PROJECT #:	33-1913

SHEET TITLE
EQUIPMENT
ENCLOSURE
FOUNDATION PLAN

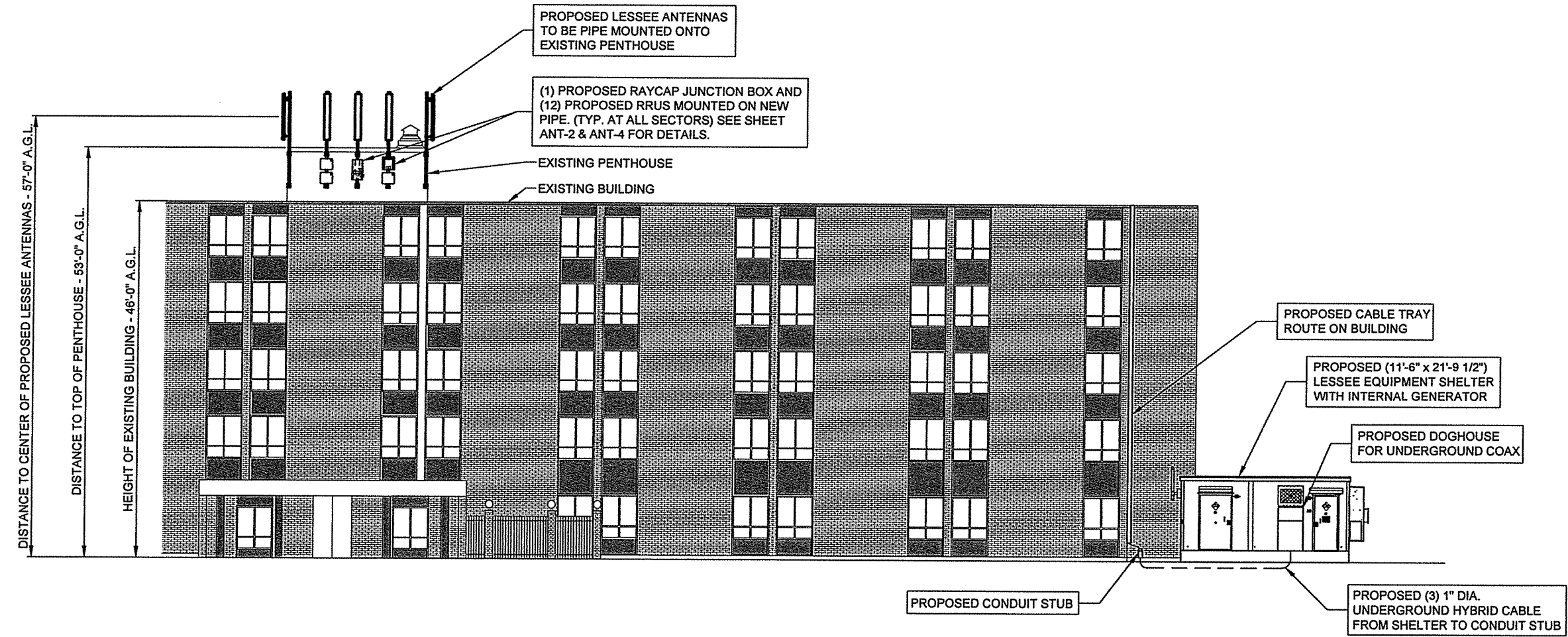
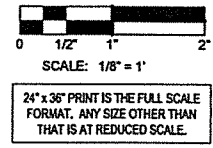
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C-3

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REVISIONS		DATE	BY
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LOC. # 313781
MILLIKIN UNIVERSITY
1096 W. DECATUR STREET
DECATUR, IL 62522

DRAWN BY:	PP
CHECKED BY:	TAZ
DATE:	06/22/15
PROJECT #:	33-1913

SHEET TITLE
SITE ELEVATION

SHEET NUMBER
ANT-1

Cell Name	Marlin University		Cell ID	198
Location Number	313767	RF Engineer	Address	1096 W Decatur Street
Date of Request	6/18/2015	Market	City/State/Zip	Decatur, IL 62522
		Matthew From		
		Springfield		

Comments	

1 PROPOSED ANTENNA SCHEDULE
N.T.S.

SECTOR	VERTICAL LENGTH (±)	HORIZONTAL LENGTH (±)	EQUIPMENT ROOM (±)	TOTAL (±)
ALPHA	51'	151'	15'	217'
BETA	51'	140'	15'	206'
GAMMA	51'	162'	15'	228'

		Proposed				
Passive Components	Location	Manufacturer	Component Model		Count	Action
	Top (Platform)	Ericsson	RRUS 12 - LTE		3	Install
	Top (Platform)	Ericsson	A2 - LTE		3	Install
	Top (Platform)	Ericsson	RRUS 12 - AWS		3	Install
	Top (Platform)	Ericsson	RRUS 12 - PCS		6	Install
	Top (Platform)					
	Top (Platform)					
	Top (Platform)					
	Top (Platform)					
	Top (Platform)	Raycap	RC3DC-3315-PF-48		3	Install
	Bottom (Shelter)					
	Bottom (Shelter)					
Coax	Bottom (Shelter)	Raycap	RC3DC-3315-PF-48		3	Install
	Sector	Coax Manufacturer	Type	Size	Count	Action
	Andrew	HFT1206-24S49-xxx	1	3	Install	
COMMENTS						

[illegible]

The diagram illustrates a cloud-based network architecture. A central cloud contains two main components: a **TOP JUNCTION BOX** and a **BOTTOM JUNCTION BOX**, connected by a vertical line. Each junction box is associated with three sectors: **Sector A**, **Sector B**, and **Sector G**. Each sector is represented by a box containing the text **AWS TxRx0 TxRx1**. The Top Junction Box is connected to the three sectors above it, and the Bottom Junction Box is connected to the three sectors below it. The entire system is enclosed within a cloud boundary.

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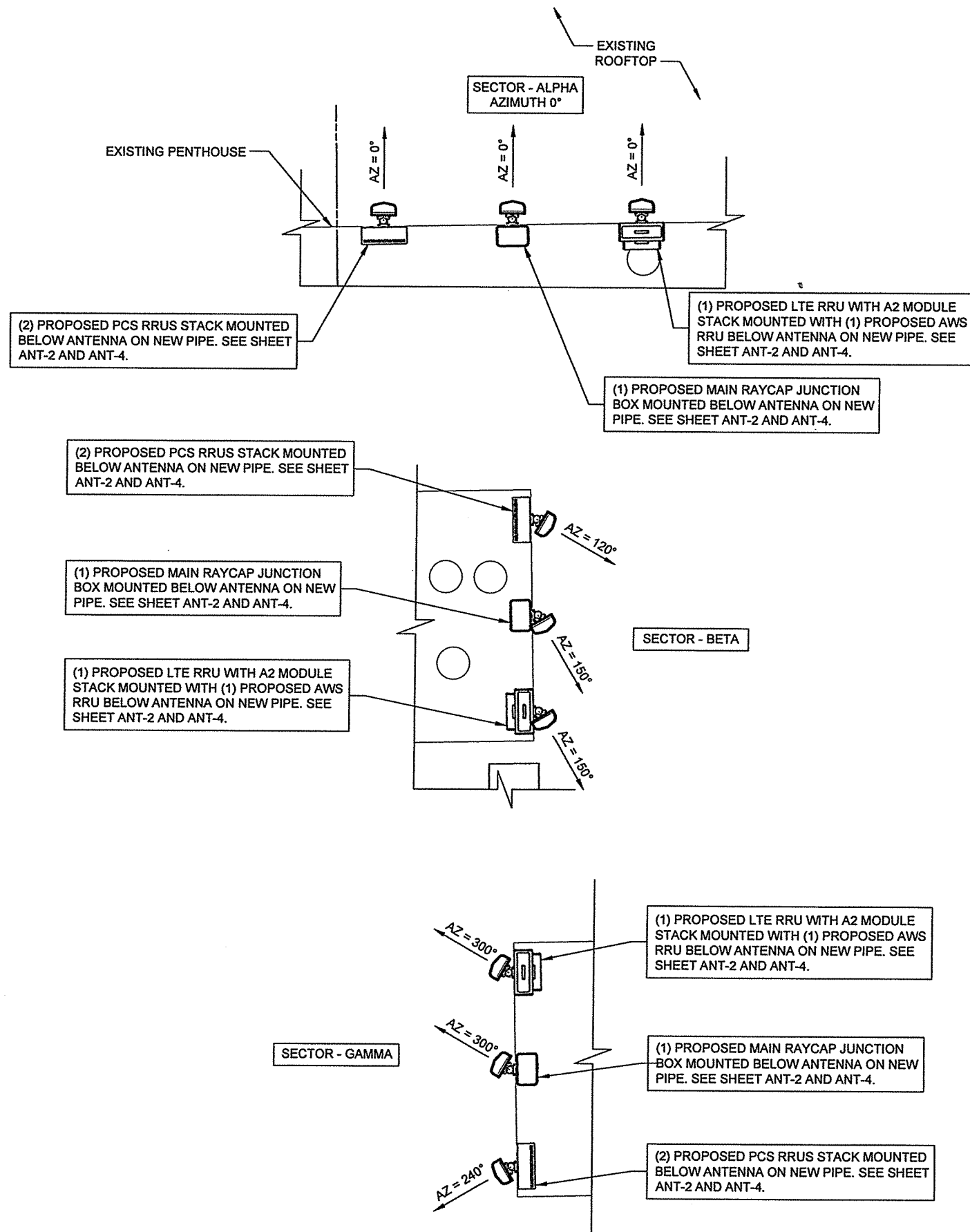
[illegible]MILLIKIN
UNIVERSITY

DRAWN BY:	PP
CHECKED BY:	TAZ
DATE:	06/22/15
PROJECT #:	33-1913

SHEET NUMBER

ANT-2

NOTE:
SEE SHEET E-2 FOR
GROUNDING.



1 PROPOSED ANTENNA LAYOUT
SCALE: 1" = 2'

REVISIONS				
NO.	DESCRIPTION	DATE	BY	
1.	ISSUED FOR REVIEW	08/22/15	PP	
	UPDATE PER CITY COMMENTS	09/21/15	JTM	

LOC. # 313781

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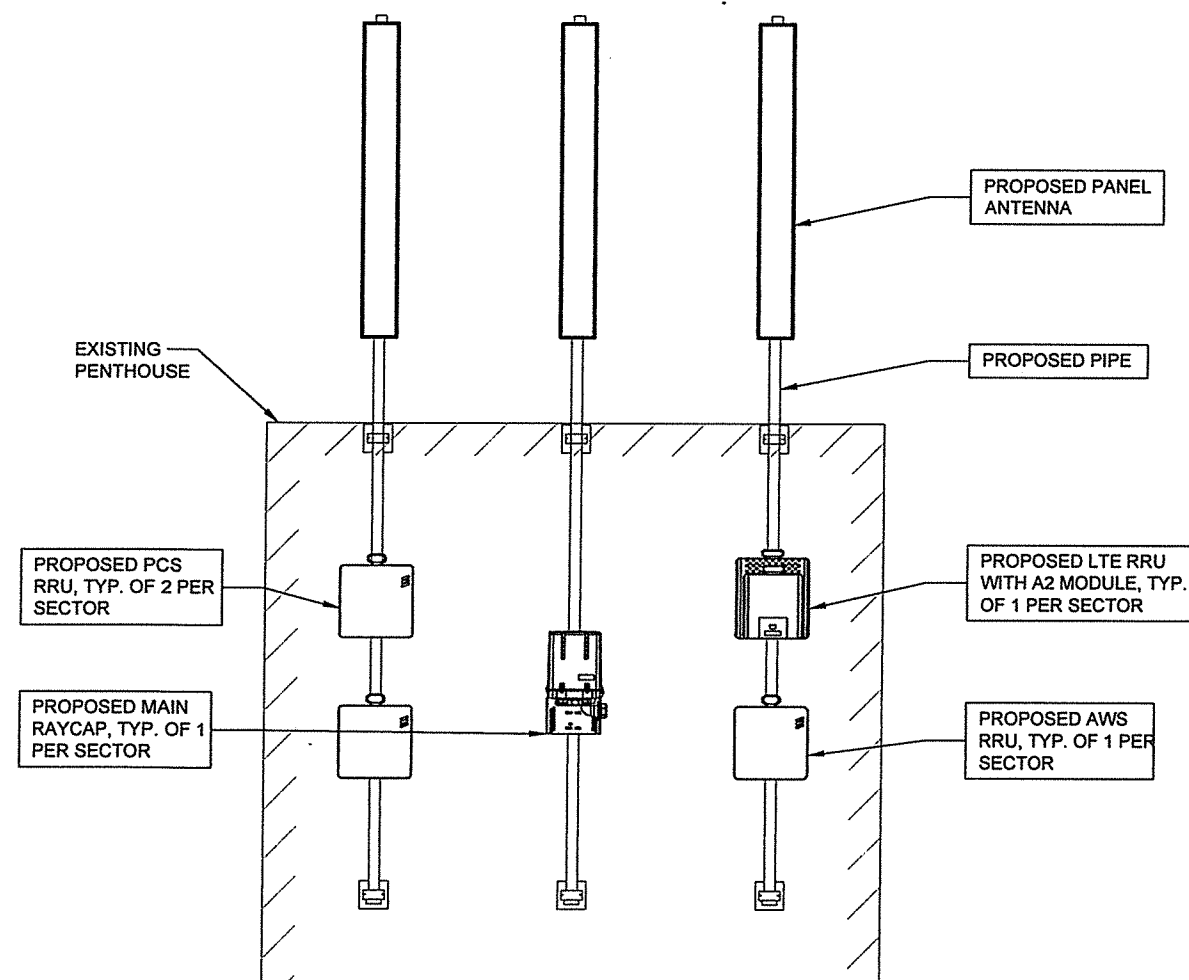
1096 W. DECATUR STREET
DECATUR, IL 62522

DRAWN BY:	PP
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SHEET TITLE
ANTENNA
LAYOUT

SHEET NUMBER

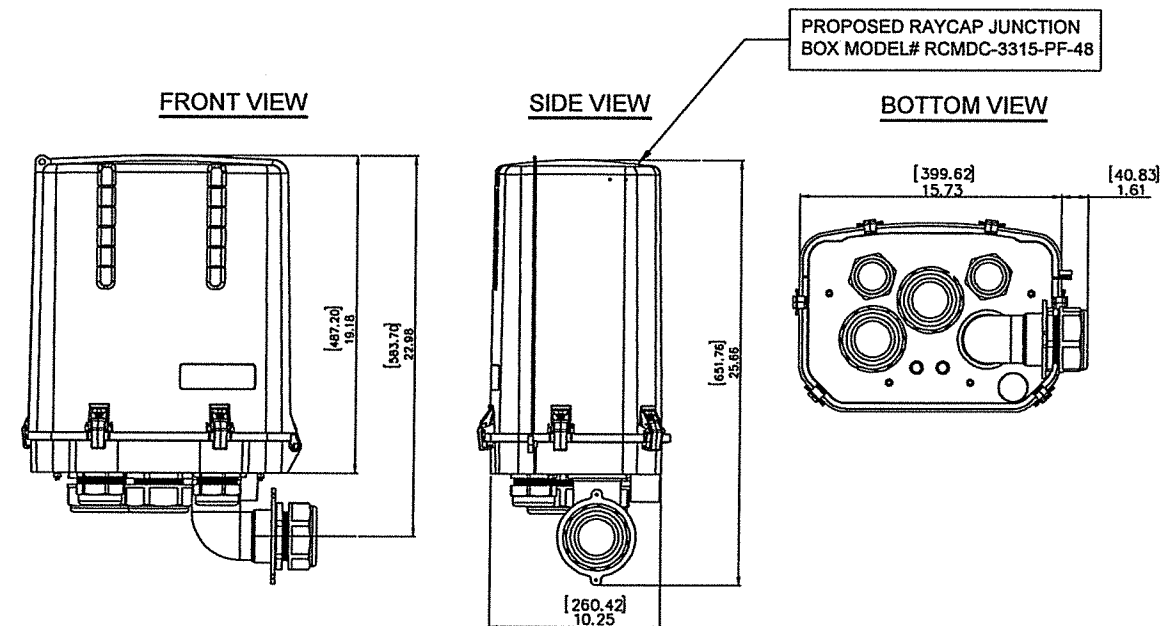
ANT-3



1 RRU & RAYCAP JUNCTION BOX MOUNTING DETAIL
SCALE: N.T.S.

SPECIFICATIONS DC SURGE PROTECTION FOR RRU/INTEGRATED ANTENNA RADIO HEAD
APPLICATION: TOWER / BASE / ROOFTOP / ROOFTOP DISTRIBUTION MODELS
WEIGHT: 32LBS (14.51 KG)

[mm]
INCHES



2 MAIN RAYCAP JUNCTION BOX DETAIL
SCALE: N.T.S.

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PARK RIDGE, IL 60068
PH: 847-698-6400
FAX: 847-698-6401

NO	DESCRIPTION	DATE	BY
1	ISSUED FOR REVIEW	06/22/15	PP
	UPDATE PER CITY COMMENTS	06/22/15	JTM

LOC. # 313781

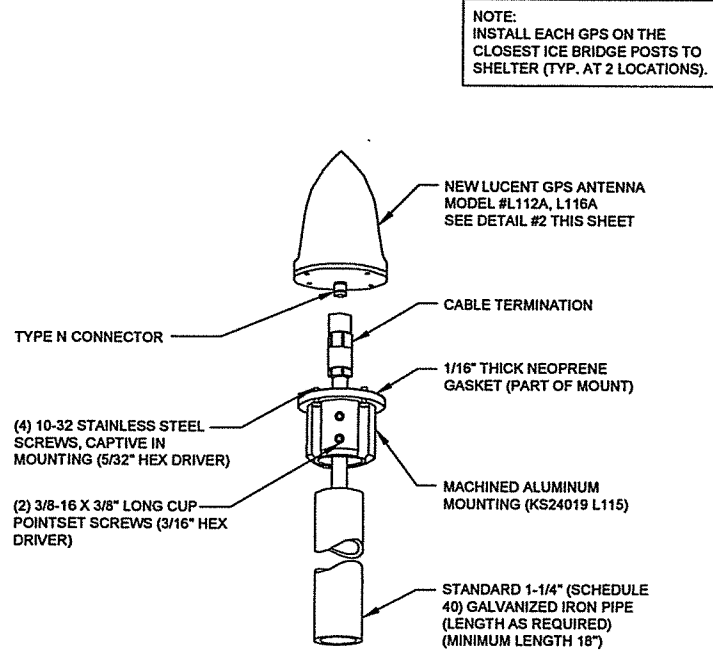
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DECATUR, IL 62522

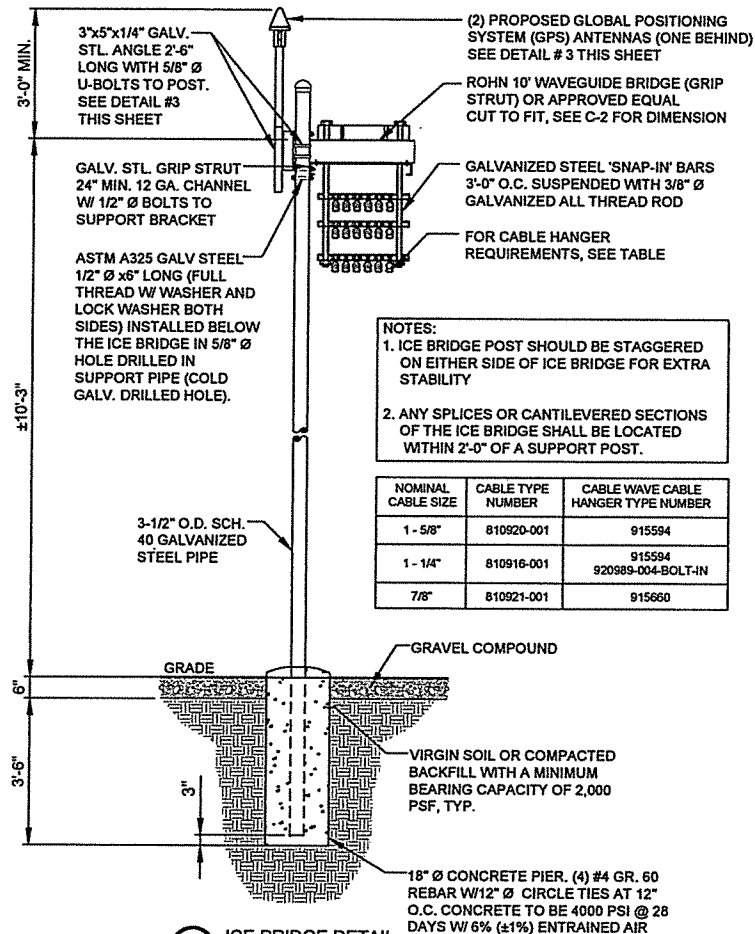
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DATE:	06/22/15
PROJECT #:	33-1913

SHEET TITLE
ANTENNA
MOUNTING
DETAILS

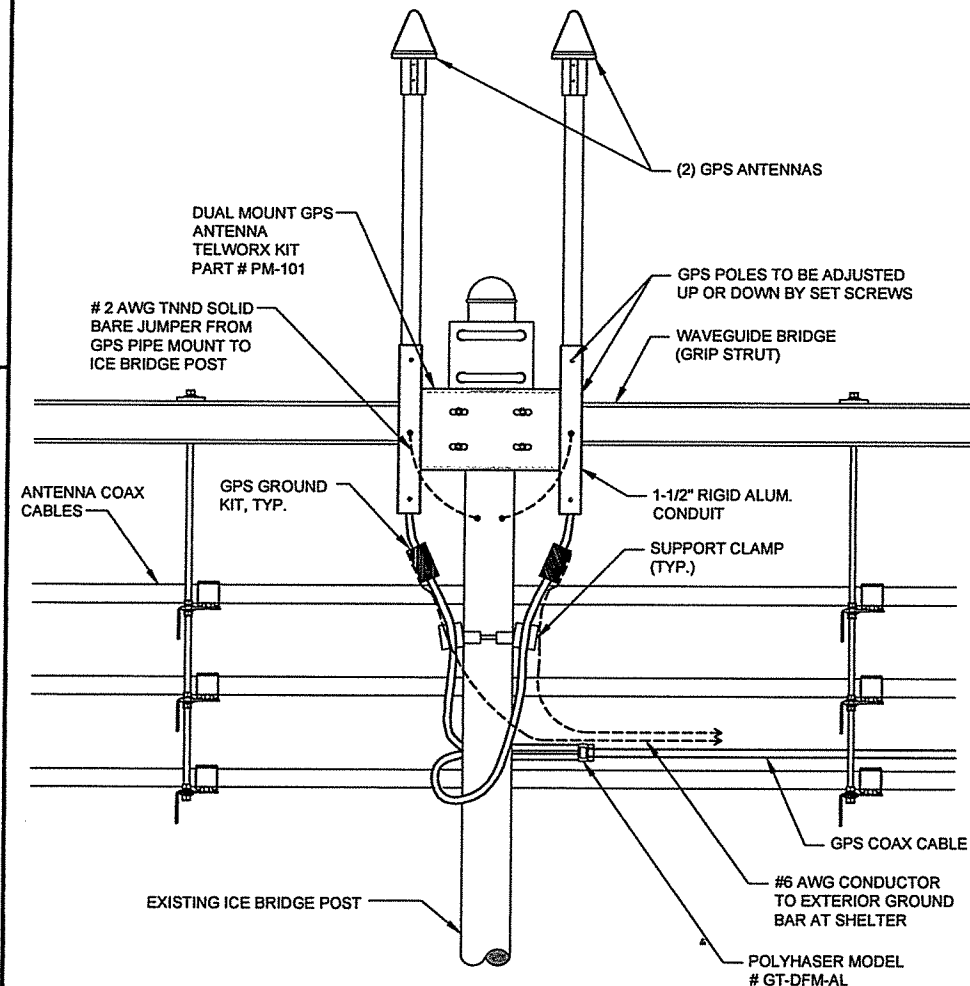
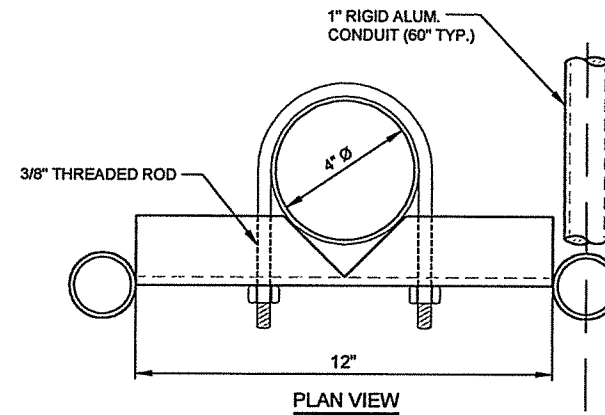
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ANT-4



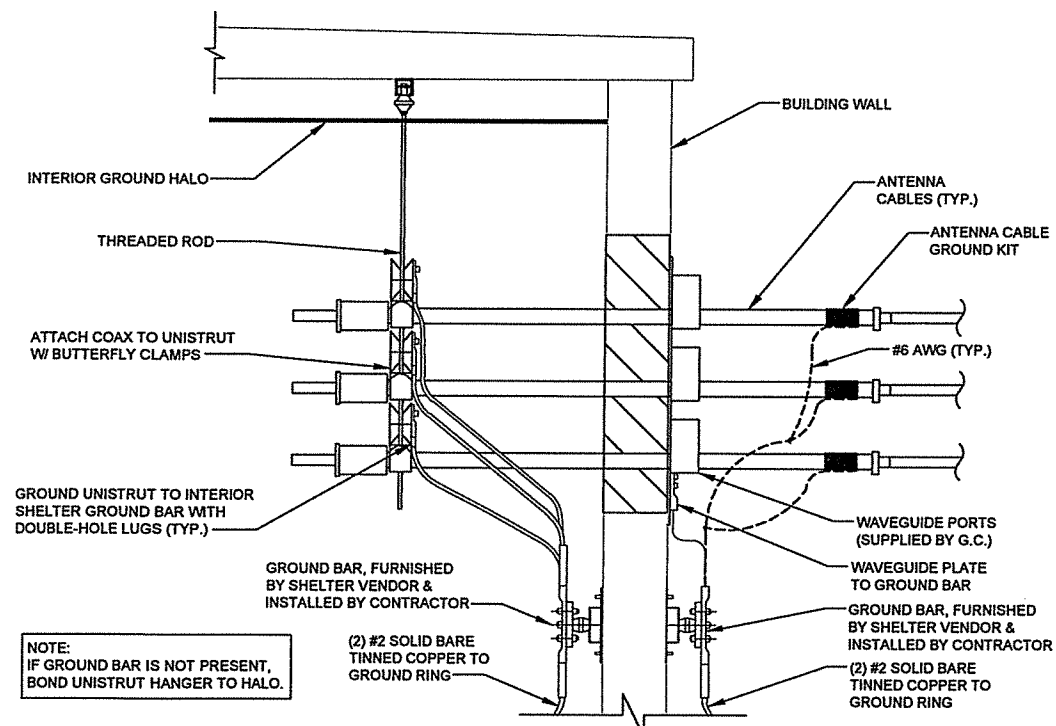
1 TYPICAL GPS DETAIL
N.T.S.



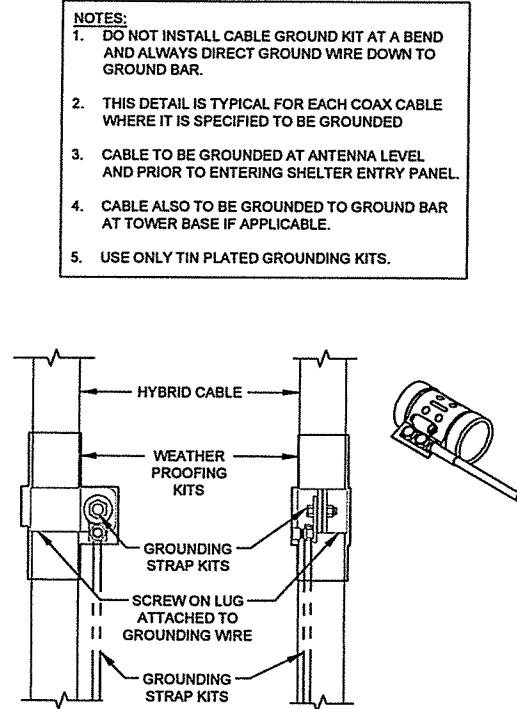
2 ICE BRIDGE DETAIL
N.T.S.



3 GPS MOUNTING DETAIL
N.T.S.



4 ENCLOSURE ENTRY PANEL GROUNDING DETAIL
N.T.S.



5 COAX/HYBRID GROUND KIT DETAIL
N.T.S.

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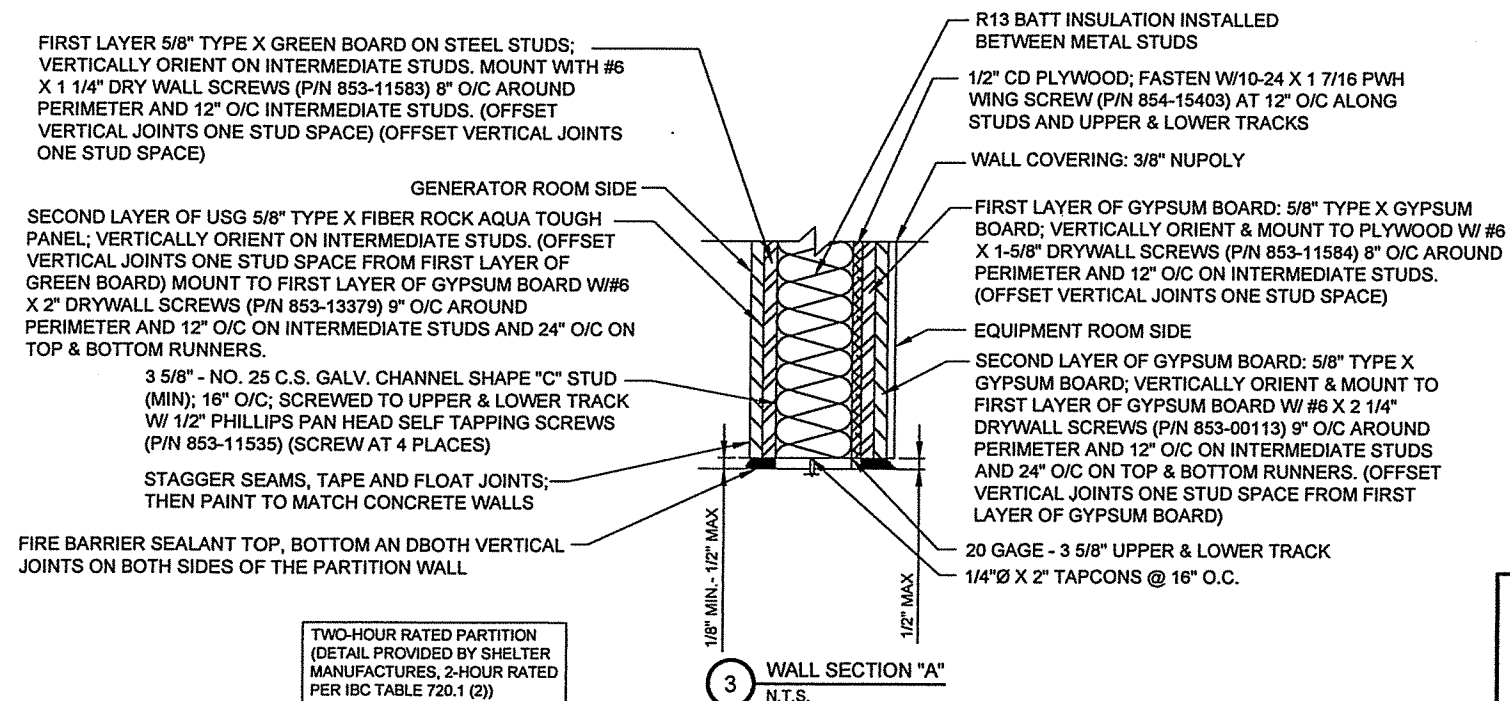
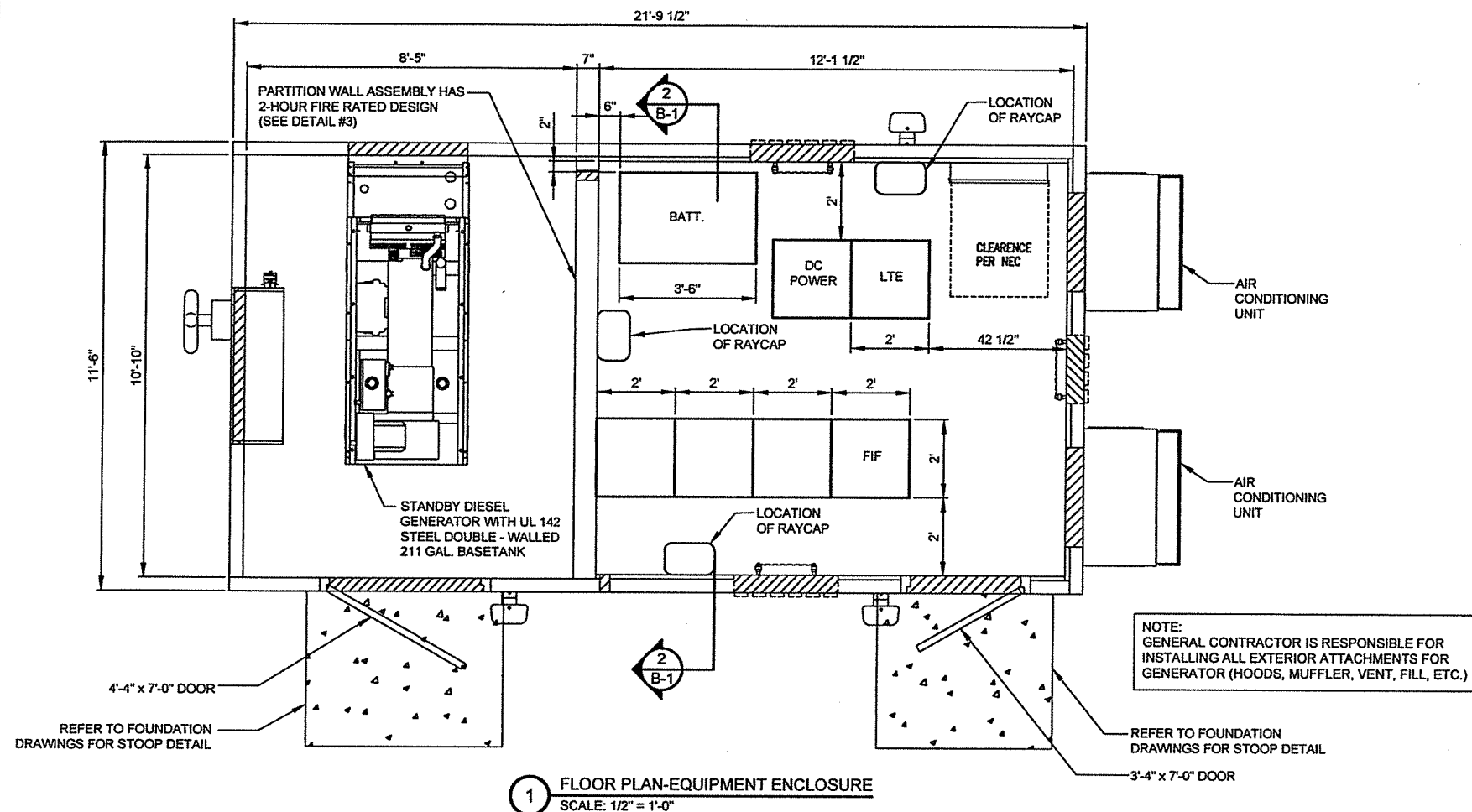
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ANTENNA
MOUNTING
DETAILS

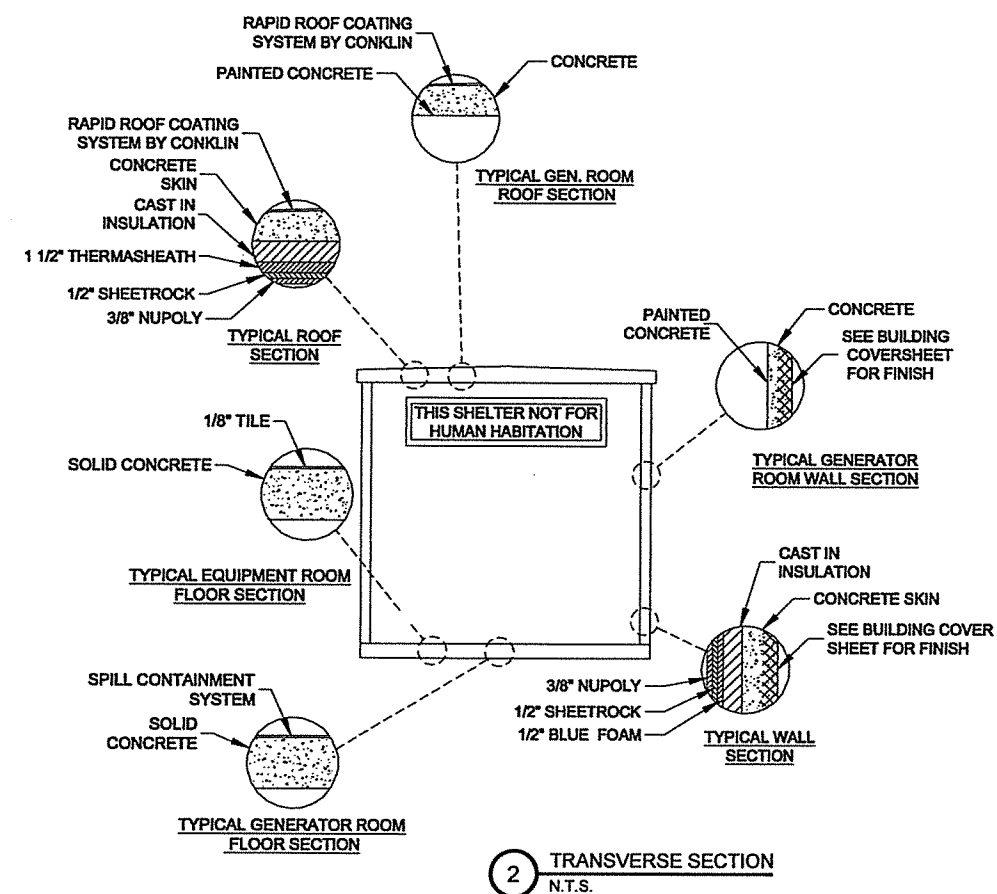
SHEET NUMBER

ANT-5



VENTILATION NOTES:

- AIR CONDITIONING IS PROVIDED BY A BARD WALL MOUNTED SELF-CONTAINED ENERGY EFFICIENT COOLING SYSTEM, MODEL # WA602-A05EX2X1,5 TON, 120/240 VOLT, 30 AMP, SINGLE PHASE, 57,500 BTUH COOLING CAPACITY, 10.20 SEER, 24" DIA. FAN, 2600 CFM WITH FILTER
- ELECTRIC HEAT IS PROVIDED BY 5 KW, 18,840 BTUH, 240 VOLT, SINGLE PHASE HEAT STRIP, WITHIN BARD UNIT LISTED ABOVE.



VENTILATION SCHEDULE					
ROOM PURPOSE	AREA	VENTILATION			
		NATURAL		MECHANICAL	
		ACTUAL	REQUIRED	ACTUAL	REQUIRED
WIRELESS TELEPHONE EQUIPMENT ENCLOSURE (NON-INHABITED)	292.8 S.F.	0 CFM	0 CFM	2600 CFM	0 CFM
		SEE NOTE 1.			

- NOTES:**
- EQUIPMENT ENCLOSURE IS MANUFACTURED BY FIBREBOND CORPORATION, 1300 DAVENPORT DRIVE, MINDEN, LA, 71055. THIS SHEET IS PROVIDED AS GUIDE ONLY. REFER TO ACTUAL FIBREBOND DRAWINGS FOR FULL BUILDING PLANS.
 - EPS BOARD INSULATION IS LISTED TO HAVE A FLAME SPREAD OF 25 OR LESS AND SMOKE DEVELOPED OF 450 OR LESS WITH A MAXIMUM THICKNESS OF 2 INCHES AT 1 PCF DENSITY. POLYISOCYANURATE FOAM INSULATION HAS BEEN TESTED TO A MAXIMUM THICKNESS OF 3 INCHES AT 1.9 PCF AND HAS A FLAME SPREAD OF 25 AND A SMOKE PRODUCT OF 395.
 - INTERIOR PANELING IS LISTED TO HAVE A FLAMESPREAD OF 200 OR LESS.
 - THIS ENCLOSURE IS CLASSIFIED AS USE GROUP U, TYPE 5B CONSTRUCTION;
 - DESIGN CRITERIA
WIND LOAD = 125 MPH FLOOR DEAD LOAD = 35 PSF
ROOF LIVE LOAD = 100 PSF WALL DEAD LOAD = 35 PSF
FLOOR LIVE LOAD = 135 PSF SNOW LOAD = 80 PSF
ROOF DEAD LOAD = 45 PSF SEISMIC EXPOSURE GROUP = III
 - $F_c' = 5000$ PSI @ 28 DAYS (EQUIPMENT ENCLOSURE)
 - ENCLOSURE AND ASSOCIATED EQUIPMENT IS PROVIDED BY OWNER UNDER SEPARATE CONTRACT. EQUIPMENT ENCLOSURE INFORMATION INDICATED HEREIN IS PROVIDED FOR REFERENCE ONLY AND IS TAKEN FROM MANUFACTURER'S AVAILABLE DATA. REFER TO CIVIL, STRUCTURAL AND ELECTRICAL DRAWINGS FOR WORK TO BE PERFORMED UNDER THIS CONTRACT.
 - PRIOR TO PROJECT CLOSE OUT AND SHELTER INSTALLATION, THE GENERAL CONTRACTOR IS TO CLEAN THE SHELTER FLOOR AND APPLY A STATIC-FREE WAX TO THE FLOORS.
 - LESSEE SHELTER IS NOT FOR HUMAN HABITATION AND HAS AN OCCUPANT LOAD OF 0.
 - FIRE SUPPRESSION OF LESSEE SHELTER IS "NONE".
USE KIDDE PRO 10 TCM PER 2012 INTERNATIONAL FIRE CODE.

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PH: 847-698-6400
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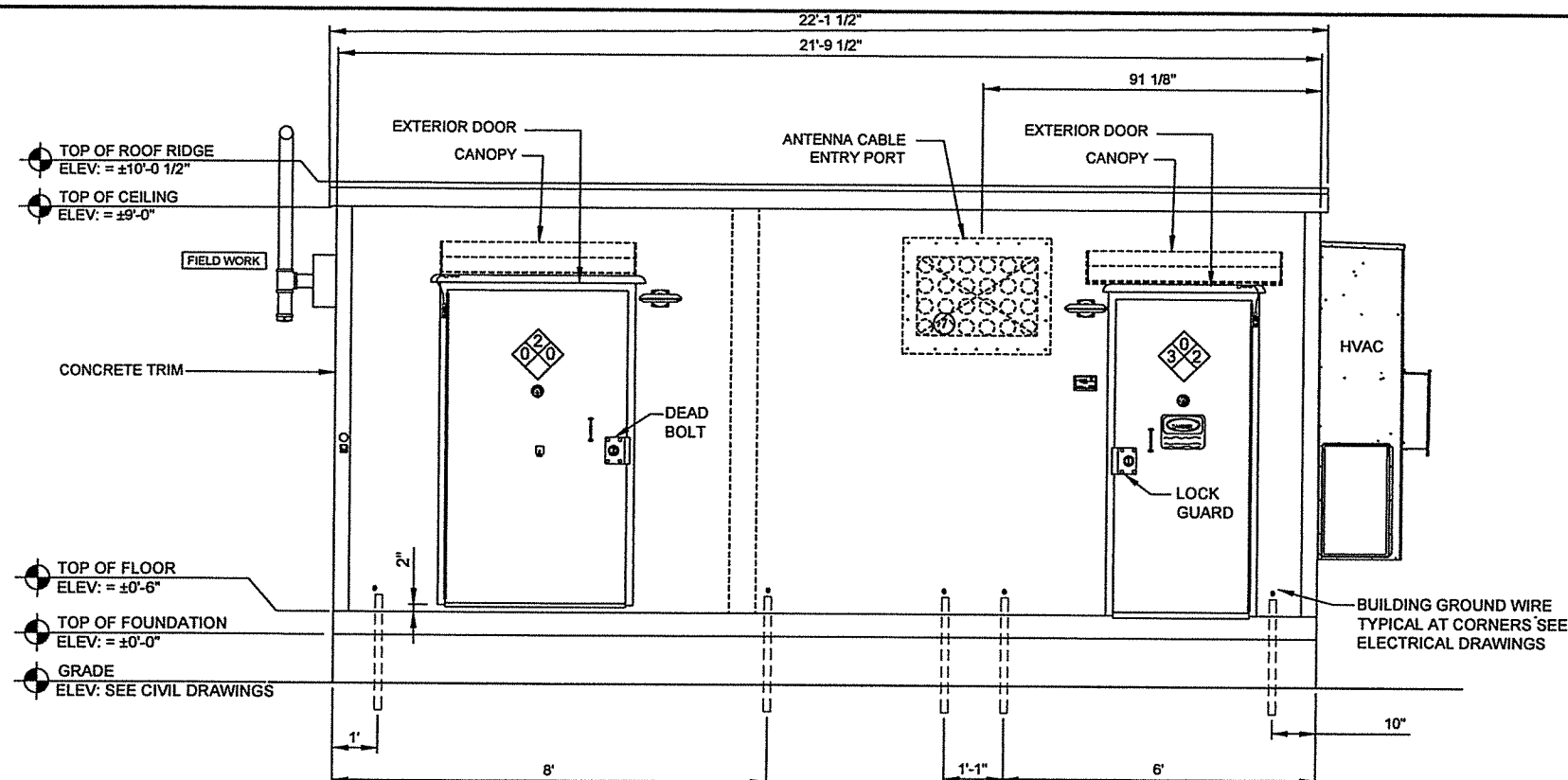
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DECATUR, IL 62522

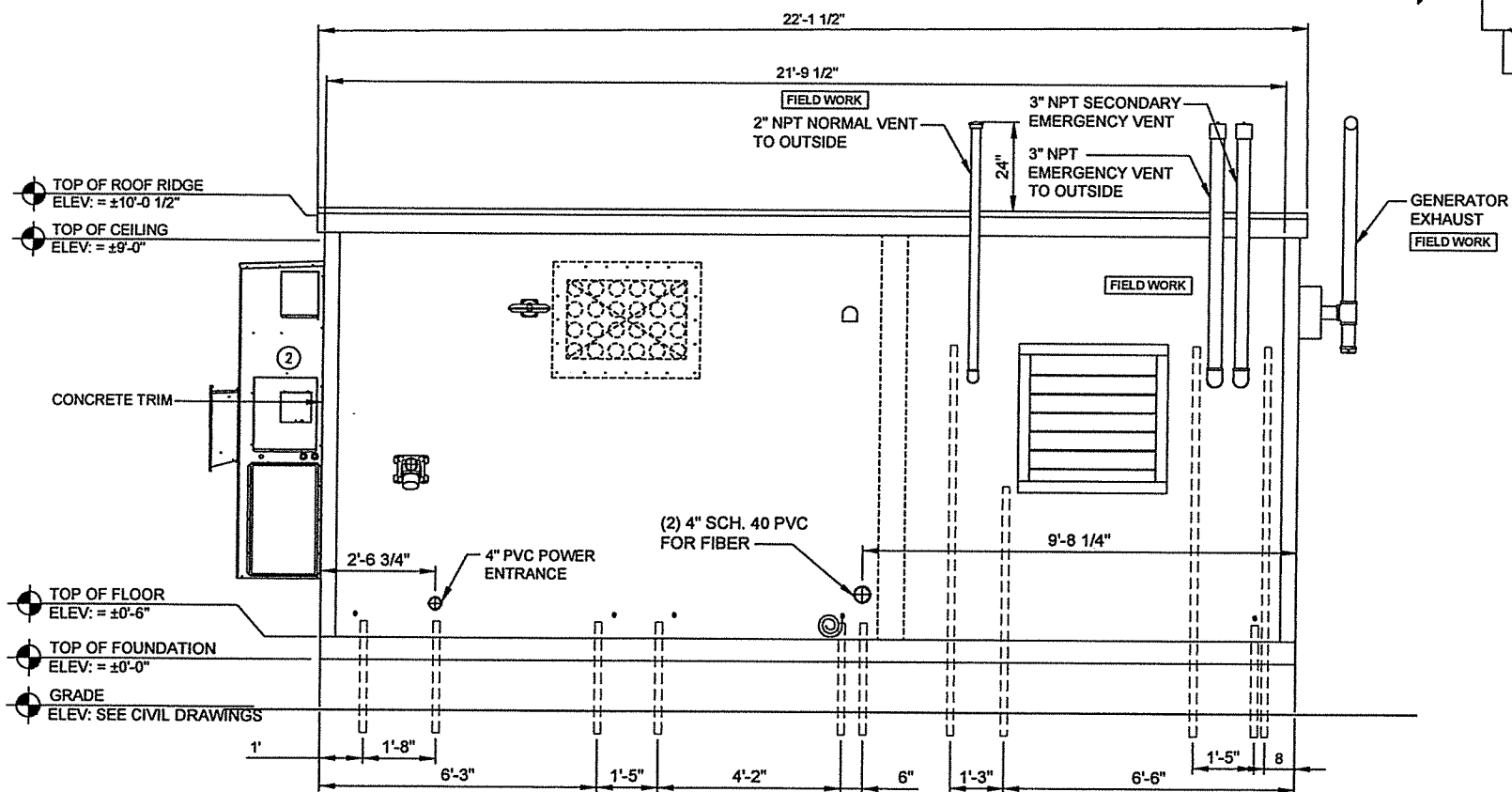
DRAWN BY:	PP
CHECKED BY:	TAZ
DATE:	06/22/15
PROJECT #:	33-1913

SHEET TITLE
EQUIPMENT
ENCLOSURE
PLAN & SECTION

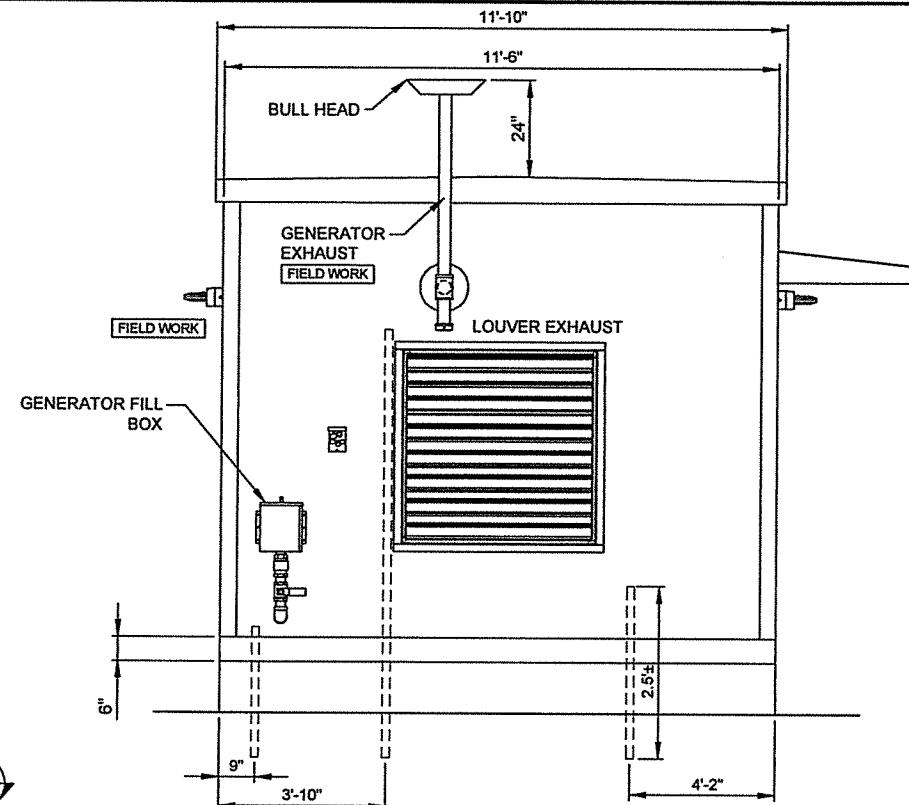
SHEET NUMBER
B-1



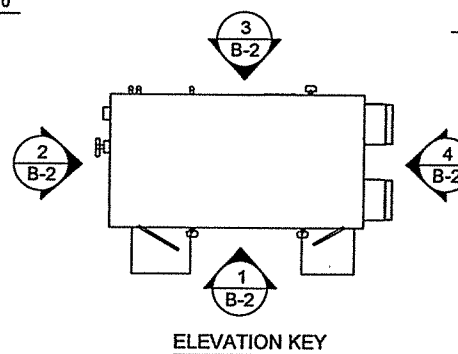
1 ELEVATION-EQUIPMENT ENCLOSURE
SCALE: 1/2" = 1'-0"



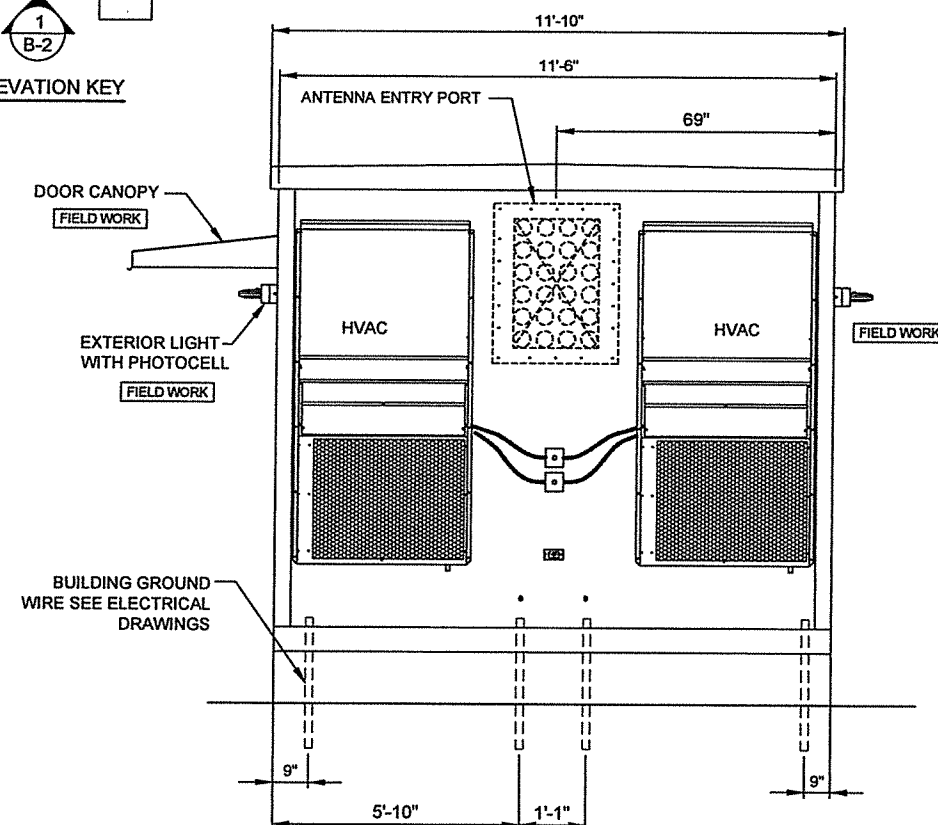
3 ELEVATION-EQUIPMENT ENCLOSURE
SCALE: 1/2" = 1'-0"



2 ELEVATION-EQUIPMENT ENCLOSURE
SCALE: 1/2" = 1'-0"



ELEVATION KEY



4 ELEVATION-EQUIPMENT ENCLOSURE
SCALE: 1/2" = 1'-0"

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SHEET TITLE
EQUIPMENT
ENCLOSURE
ELEVATIONS

SHEET NUMBER

B-2

UTILITY NOTES:

WORK INCLUDES:

THESE NOTES AND ACCOMPANYING DRAWINGS COMPLEMENT THE PROVISIONS AND INSTALLATIONS BY THE ELECTRICAL CONTRACTOR, OF ALL LABOR, MATERIALS AND EQUIPMENT REQUIRED TO INSTALL THE ELECTRICAL WORK COMPLETE IN CONNECTION WITH THIS VERIZON WIRELESS SITE AND SHALL INCLUDE, BUT NOT BE LIMITED TO THE FOLLOWING:

1. THE PROVISIONS, INSTALLATION, AND CONNECTION OF A GROUNDING ELECTRODE SYSTEM COMPLETE WITH A BUILDING AND SECONDARY GROUNDING, CELLULAR TELEPHONE COMMUNICATIONS TOWER AND CONNECTIONS TO THE INCOMING ELECTRICAL DISTRIBUTION EQUIPMENT.
2. THE PROVISION AND INSTALLATION OF AN OVERHEAD ELECTRICAL SERVICE OR UNDERGROUND ELECTRICAL SERVICE AND ALL ASSOCIATED WIRE AND CONDUIT AS REQUIRED AND/OR INDICATED ON PLANS.
3. THE PROVISION, INSTALLATION OF CONDUIT AND CONNECTIONS FOR LOCAL TELEPHONE SERVICE.
4. THE FURNISHING AND INSTALLATION OF THE ELECTRICAL SERVICE ENTRANCE CONDUCTORS, CONDUITS, METER SOCKET, AND CONNECTIONS TO THE SERVICE EQUIPMENT WITHIN THE ENCLOSURE.
5. TWO INCH (2") AND THREE INCH (3") DIAMETER PVC CONDUITS SCHEDULE 40.
6. ALL PVC CONDUITS SHOULD BE LEFT WITH NYLON PULL CORD FOR FUTURE USE.
7. EXCAVATION, TRENCHING, AND BACKFILLING FOR CONDUIT(S), CABLE(S), AND EXTERNAL GROUNDING SYSTEM.

CODES, PERMITS, AND FEES:

1. ALL REQUIRED PERMITS, LICENSES, INSPECTIONS AND APPROVALS SHALL BE SECURED AND ALL FEES FOR SAME PAID BY CONTRACTOR.
2. THE INSTALLATION SHALL COMPLY WITH ALL APPLICABLE CODES: STATE, LOCAL AND NATIONAL, AND THE DESIGN, PERFORMANCE CHARACTERISTICS AND METHODS OF CONSTRUCTION OF ALL ITEMS AND EQUIPMENT SHALL BE IN ACCORDANCE WITH THE LATEST ISSUE OF THE VARIOUS APPLICABLE STANDARD SPECIFICATIONS OF THE FOLLOWING AUTHORITIES:

N.E.C.	NATIONAL ELECTRIC CODE
A.N.S.I.	AMERICAN NATIONAL STANDARDS INSTITUTE
I.E.E.E.	INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS
A.S.T.M.	AMERICAN SOCIETY FOR TESTING MATERIALS
N.E.M.A.	NATIONAL ELECTRICAL MANUFACTURERS ASSOCIATION
U.L.	UNDERWRITERS LABORATORIES, INC.
N.F.P.A.	NATIONAL FIRE PROTECTION ASSOCIATION

RACEWAYS AND WIRING:

1. WIRING OF EVERY KIND MUST BE INSTALLED IN CONDUIT, UNLESS NOTED OTHERWISE, OR AS APPROVED BY THE ENGINEER.
2. UNLESS OTHERWISE SPECIFIED, ALL WIRING SHALL BE COPPER (CU) TYPE THWN, SIZED IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE.
3. RACEWAYS SHALL BE GALVANIZED STEEL, SIZED IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE, UNLESS OTHERWISE NOTED. ALL RACEWAYS SHALL BE APPROVED FOR THE INSTALLATION.
4. PULL OR JUNCTION BOXES SHALL BE PROVIDED AS REQUIRED TO FACILITATE INSTALLATION OF RACEWAYS AND WIRING. PROVIDE JUNCTION AND PULLBOXES FOR CONDUIT RUNS WITH MORE THAN (360) DEGREES OF BENDS.
5. PROVIDE A COMPLETE RACEWAY AND WIRING INSTALLATION, PERMANENTLY AND EFFECTIVELY GROUNDED IN ACCORDANCE WITH ARTICLE 250 OF THE NATIONAL ELECTRICAL CODE AND LOCAL CODES.
6. ELECTRICAL PANELBOARD SHALL BE FURNISHED AND INSTALLED BY OTHERS. ELECTRICAL CONTRACTOR SHALL FIELD VERIFY EXACT LOCATION.
7. ALL STEEL CONDUIT SHALL BE BONDED AT BOTH ENDS WITH GROUNDING BUSHING.

GENERAL NOTES:

SEE DETAILS AND SCHEDULES ON DRAWINGS AND SPECIFICATIONS FOR MEANING OF ABBREVIATIONS AND ADDITIONAL REQUIREMENTS AND INFORMATION. CHECK ARCHITECTURAL, STRUCTURAL AND OTHER MECHANICAL AND ELECTRICAL DRAWINGS FOR SCALE, SPACE LIMITATIONS, COORDINATION, AND ADDITIONAL INFORMATION, ETC. REPORT ANY DISCREPANCIES, CONFLICTS, ETC. TO ENGINEER BEFORE SUBMITTING BID. ALL EQUIPMENT FURNISHED BY OTHERS (FBO) SHALL BE PROVIDED WITH PROPER MOTOR STARTERS, DISCONNECTS, CONTROLS, ETC. BY THE ELECTRICAL CONTRACTOR UNLESS SPECIFICALLY NOTED OTHERWISE. THE ELECTRICAL CONTRACTOR SHALL INSTALL AND COMPLETELY WIRE ALL ASSOCIATED EQUIPMENT IN ACCORDANCE WITH MANUFACTURER'S WIRE DIAGRAM AND AS REQUIRED FOR A COMPLETE OPERATING INSTALLATION. ELECTRICAL CONTRACTOR SHALL VERIFY AND COORDINATE ELECTRICAL CHARACTERISTICS AND REQUIREMENTS OF (FBO) EQUIPMENT PRIOR TO ROUGH-IN OF CONDUIT AND WIRING TO AVOID CONFLICTS.

COORDINATION WITH UTILITY COMPANY:

THE ELECTRICAL CONTRACTOR SHALL COORDINATE COMPLETE ELECTRICAL SERVICE WITH LOCAL UTILITY COMPANY FOR A COMPLETE OPERATIONS SYSTEM, INCLUDING TRANSFORMER CONNECTIONS, CONCRETE TRANSFORMER PADS, IF REQUIRED, METER SOCKETS, PRIMARY CABLE RACEWAY REQUIREMENTS, SECONDARY SERVICE, ETC. PRIOR TO SUBMITTING BID TO INCLUDE ALL LABOR AND MATERIALS. THE ELECTRICAL CONTRACTOR SHALL INCLUDE IN THE BID ANY OPTIONAL OR EXCESS FACILITY CHARGES ASSOCIATED WITH PROVIDING ELECTRICAL SERVICE FROM LOCAL UTILITY COMPANY. VERIFY BEFORE BIDDING TO INCLUDE ALL COSTS. THE ELECTRICAL CONTRACTOR SHALL VERIFY THE AVAILABLE FAULT CURRENT WITH THE LOCAL UTILITY COMPANY PRIOR TO SUBMITTING BID. ADJUST A.I.C. RATINGS OF ALL OVER CURRENT PROTECTION DEVICES IN DISTRIBUTION EQUIPMENT AS REQUIRED TO COORDINATE WITH AVAILABLE FAULT CURRENT FROM LOCAL UTILITY COMPANY. ALL GROUNDING RODS PROVIDED BY THE POWER OR TELEPHONE UTILITY COMPANIES MUST BE TIED INTO THE MAIN EXTERNAL GROUND RING.

UTILITY CONTACTS:

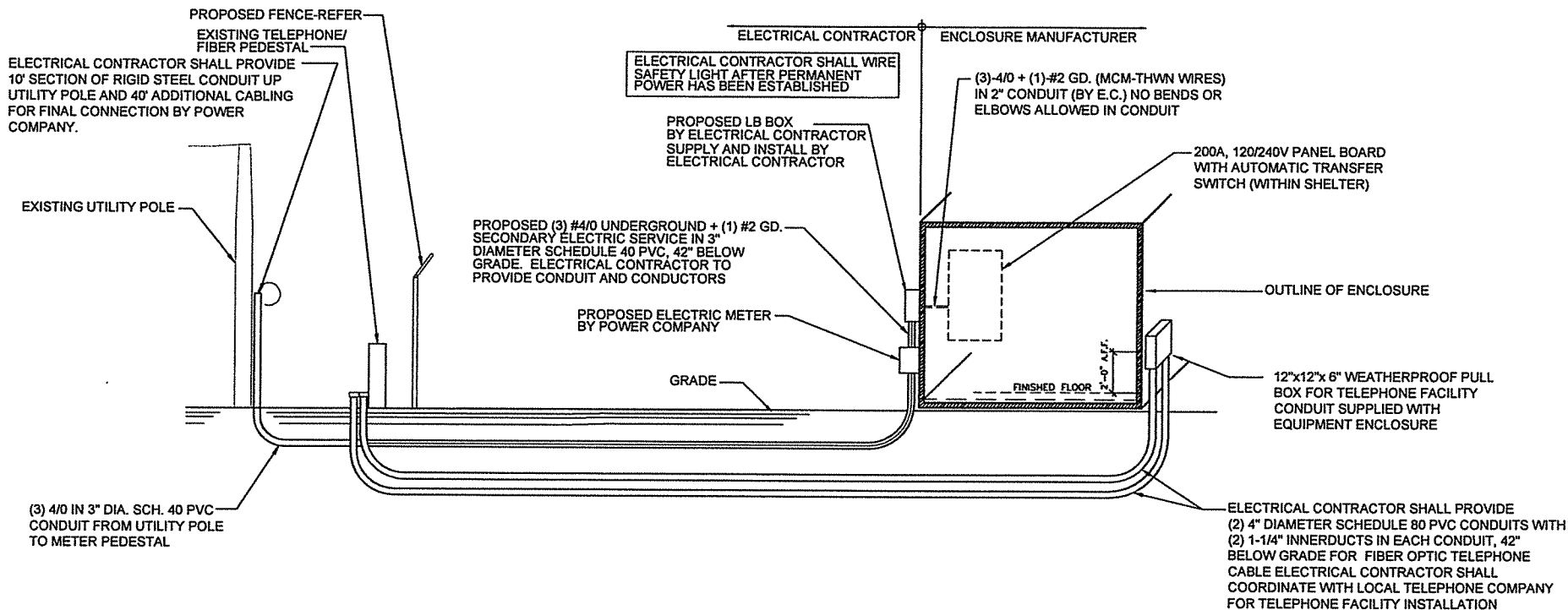
POWER: T.B.D.

FIBER: T.B.D.

ELECTRICAL CONTRACTOR SHALL COORDINATE WITH POWER COMPANY FOR ENTRY INTO FENCED AREA BY EITHER MAILING A KEY TO A SLAVE LOCKED CHAIN AT THE FENCE GATE OR CALLING AND LEAVING A COMBINATION.

FOR CONTINUATION AND CONNECTION OF ELECTRIC AND TELEPHONE SERVICE. COORDINATE WITH ELECTRIC AND PHONE COMPANY

OPERATES 24 HOURS
A DAY 365 DAYS A YEAR

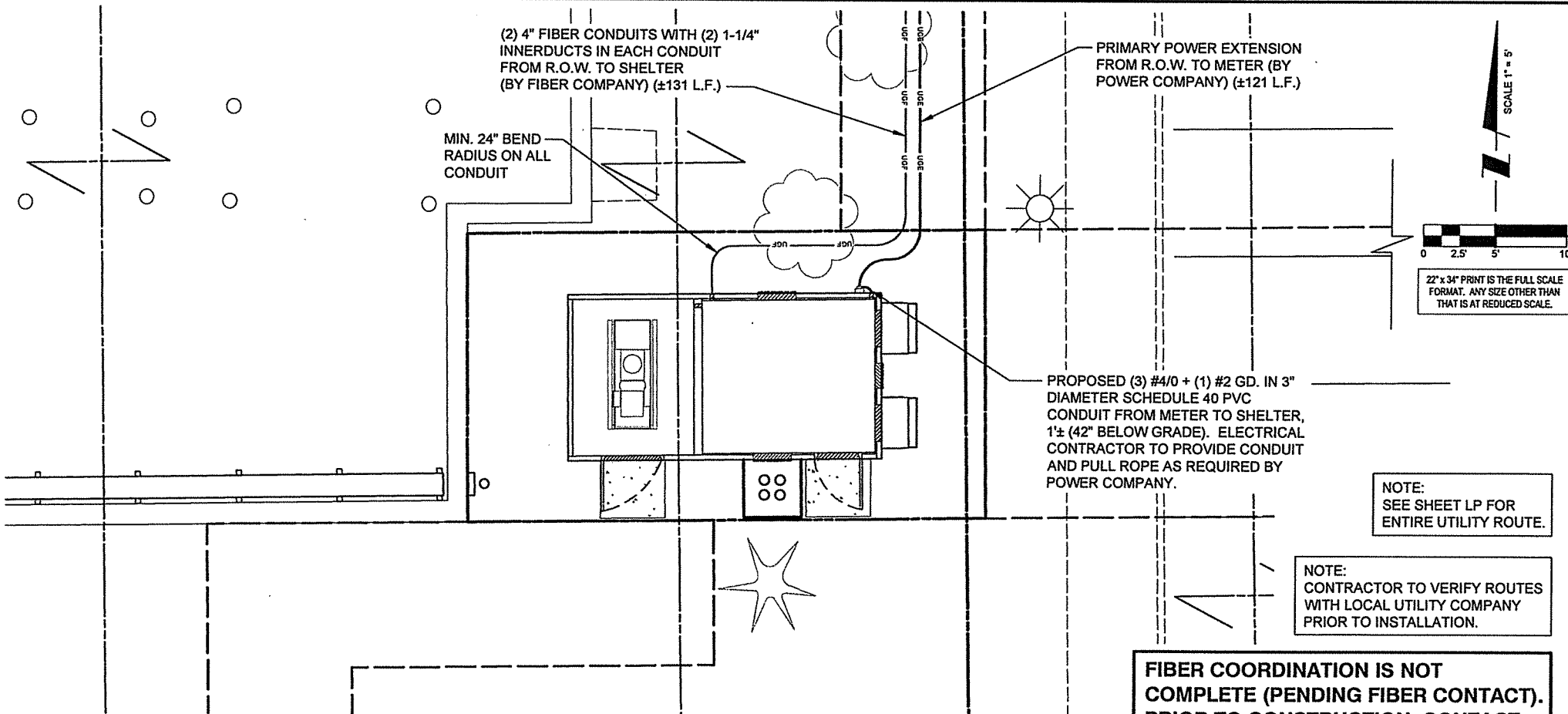


ELECTRICAL SERVICE: 200 AMP 120/240V SINGLE PHASE 3 WIRE

NOTE: VERIFY TELEPHONE ROUTING REQUIREMENTS WITH LOCAL TELEPHONE COMPANY

2 ELECTRICAL RISER DIAGRAM

SCALE: N.T.S.



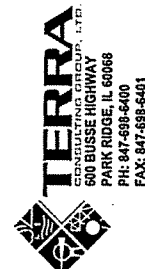
1 SITE UTILITY ROUTING PLAN

SCALE: 1" = 5'

FIBER COORDINATION IS NOT COMPLETE (PENDING FIBER CONTACT). PRIOR TO CONSTRUCTION, CONTACT DESIGNER FOR UPDATE.

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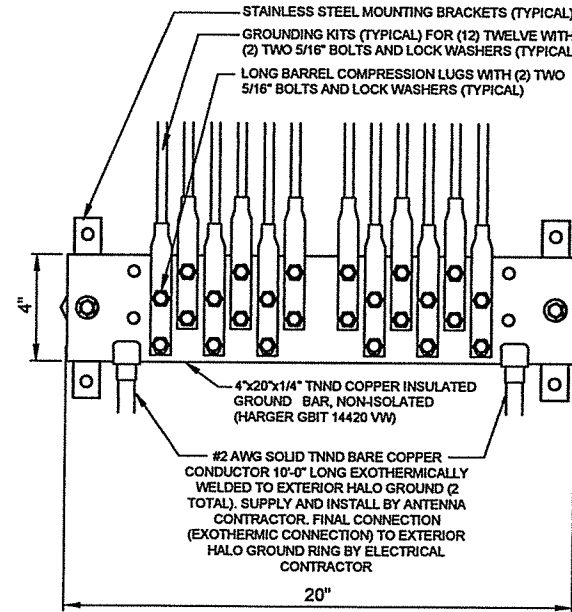
SHEET TITLE
UTILITY ROUTING PLAN

SHEET NUMBER

E-1

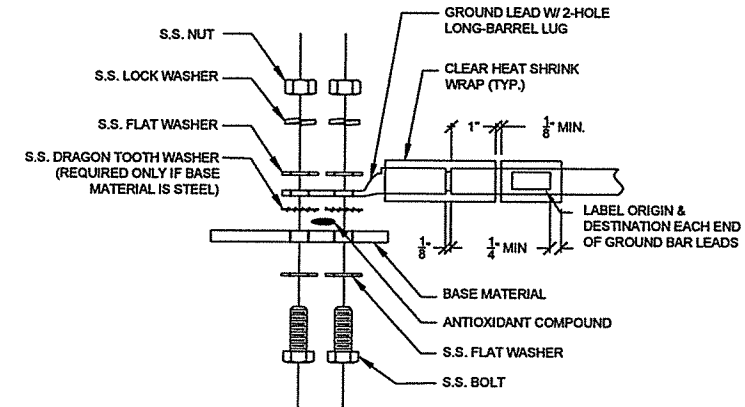
GROUNDING ELECTRODE SYSTEM NOTES:

1. ALL GROUNDING CONNECTIONS SHALL BE MADE BY THE EXOTHERMIC PROCESS CONNECTIONS SHALL INCLUDE ALL CABLE TO CABLE, SPLICES, ETC. ALL CABLE TO GROUND RODS, GROUND RODS SPLICES AND LIGHTNING PROTECTION SYSTEM AS INDICATED. GROUND FOUNDATION ONLY AS INDICATED BY PM. ALL MATERIALS USED (MOLDS, WELDING, METAL, TOOLS, ETC.) SHALL BE BY EXOTHERMIC PROCESS AND INSTALLED PER MANUFACTURERS RECOMMENDATIONS AND PROCEDURES. GROUND CONDUCTOR SHALL HAVE A MINIMUM 24" BENDING RADIUS.
2. ALL EXOTHERMIC CONNECTIONS ON GALVANIZED SURFACES SHALL BE CLEANED THOROUGHLY AND COLORED TO MATCH SURFACE WITH (2) TWO COATS OF SHERWIN-WILLIAMS GALVITE (WHITE) PAINT B50W3 (OR EQUAL) OR SHERWIN-WILLIAMS SILVERBRITE (ALUMINUM) B59S11 (OR EQUAL).
3. ALL ELECTRICAL & MECHANICAL GROUND CONNECTIONS SHALL HAVE ANTI-OXIDANT COMPOUND APPLIED TO CONNECTION
4. FENCE/GATE: GROUND FENCE POSTS WITHIN 6 FEET OF ENCLOSURE AND 25 FEET OF TOWER AS INDICATED ON DRAWINGS. GROUND EACH GATE POST AND CORNER POST. GROUND CONNECTIONS TO FENCE POSTS SHALL BE MADE BY THE EXOTHERMIC PROCESS AND INSTALLED PER MANUFACTURER'S RECOMMENDATIONS AND PROCEDURES. ALL OTHER CONNECTIONS FOR THE GROUND GRID SYSTEM SHALL BE MADE BY THE EXOTHERMIC PROCESS, AND INSTALLED PER MANUFACTURER'S RECOMMENDATIONS AND PROCEDURES.
5. AFTER INSTALLATION OF THE CANOPY AT THE DOOR, GC/EC IS TO BOND THE CANOPY TO THE DOOR FRAME WITH A #2 CONDUCTOR. USE DOUBLE-LUG CONNECTION. PREP AND PAINT SURFACE TO MATCH AFTER INSTALLATION.
6. UTILITY COMPANY COORDINATION: ELECTRICAL CONTRACTOR SHALL CONFIRM THAT ALL WORK IS IN ACCORDANCE WITH THE RULES OF THE LOCAL UTILITY COMPANY BEFORE SUBMITTING THE BID. THE CONTRACTOR SHALL CHECK WITH THE UTILITY COMPANIES SUPPLYING SERVICE TO THIS PROJECT AND SHALL DETERMINE FROM THEM ALL EQUIPMENT AND CHARGES WHICH THEY WILL REQUIRE AND SHALL INCLUDE THE COST IN THE BID.
7. GROUND TEST: GROUND TESTS SHALL BE PERFORMED AS REQUIRED BY LESSEE STANDARD PROCEDURES. GROUND GRID RESISTANCE SHALL NOT EXCEED 5 OHMS.
8. CONTRACTOR SHALL SUBMIT THE GROUND RESISTANCE TEST REPORT AS FOLLOWS:
 1. ONE (1) COPY TO OWNER REPRESENTATIVE
 2. ONE (1) COPY TO ENGINEER
 3. ONE (1) COPY TO KEEP INSIDE EQUIPMENT ENCLOSURE

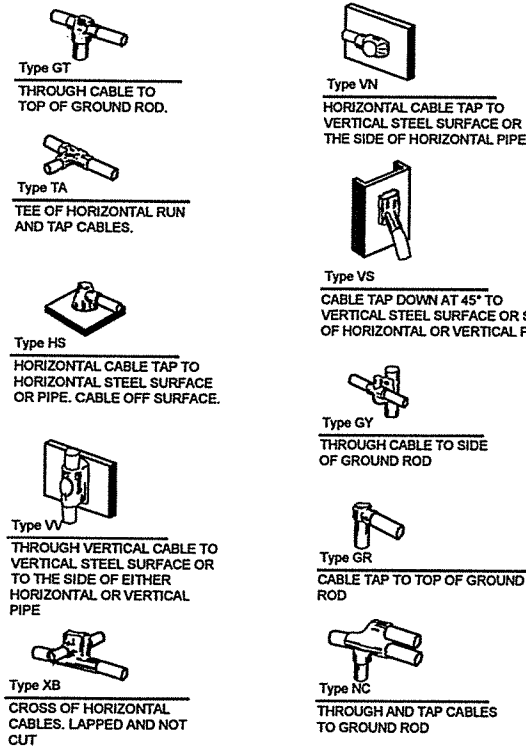


1 EXTERIOR GROUND BAR DETAIL
N.T.S.

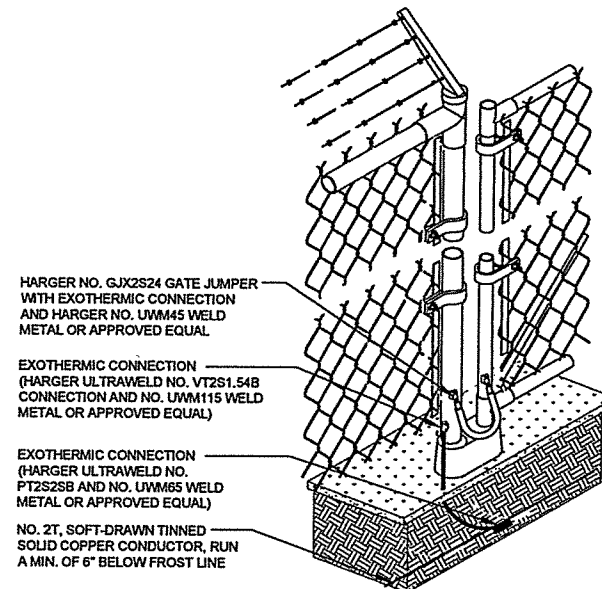
- NOTES:
1. ALL HARDWARE 18-8 STAINLESS STEEL INCLUDING BELLEVILLES. COAT ALL SURFACES WITH KOPR-SHIELD BEFORE MATING.
 2. FOR GROUND BOND TO STEEL ONLY: INSERT A DRAGON TOOTH WASHER BETWEEN LUG AND STEEL, COAT ALL SURFACES WITH KOPR-SHIELD.
 3. GROUND BARS, INSTALL BOLT HEAD TOWARD WALL
 4. ENCLOSURES, INSTALL BOLT HEAD ON OUTSIDE OF ENCLOSURE



2 GROUND LUG INSTALLATION DETAIL
N.T.S.



3 EXOTHERMIC WELD DETAILS
EXOTHERMIC AND HARGER ULTRAWELD OR APPROVED EQUAL



4 FENCE GROUNDING DETAIL
N.T.S.

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SHEET TITLE
GROUNDING DETAILS

SHEET NUMBER

E-4

DIVISION 5: METALS

SECTION 05000 - METALS

PART 1 - GENERAL

- SECTION INCLUDES:
STRUCTURAL STEEL FRAMING MEMBERS, BASE PLATES, PLATES, BARS AND GROUTING UNDER BASE PLATES.
- SUBMITTALS:
SHOP DRAWINGS: INDICATE SIZES, SPACING, AND LOCATIONS OF STRUCTURAL MEMBERS, OPENINGS, CONNECTIONS, CAMBERS, LOADS, AND WELDED SECTIONS.
- QUALITY ASSURANCE
 - FABRICATE STRUCTURAL STEEL MEMBERS IN ACCORDANCE WITH AISC SPECIFICATIONS FOR THE DESIGN, FABRICATION AND ERECTION OF STRUCTURAL STEEL FOR BUILDINGS.
 - PERFORM DESIGN UNDER DIRECT SUPERVISION OF A PROFESSIONAL STRUCTURAL ENGINEER LICENSED IN THE STATE.

PART 2 - PRODUCTS

- MATERIALS:
 - STRUCTURAL STEEL MEMBERS: ASTM A572, GRADE 50
 - STRUCTURAL TUBING: ASTM A500, GRADE B
 - PIPE: ASTM A53, TYPE E OR S, GRADE B
 - BOLTS, NUTS, AND WASHERS: ASTM A325
 - ANCHOR BOLTS: ASTM A307
 - WELDING MATERIALS: AWS D1.1, TYPE REQUIRED FOR MATERIALS BEING WELDED
 - GROUT: NON-SHRINK TYPE, PREMIXED COMPOUND CONSISTING OF NONMETALLIC AGGREGATE, CEMENT, WATER REDUCING AND PLASTICIZING ADDITIVES, CAPABLE OF DEVELOPING A MINIMUM COMPRESSIVE STRENGTH OF 7000 psi AT 28 DAYS.
 - SHOP AND TOUCH-UP PRIMER: SSPC 15, TYPE 1, RED OXIDE
 - TOUCH-UP PRIMER FOR GALV. SURFACES: ZINC RICH TYPE
- FABRICATION:
CONTINUOUSLY SEAL JOINTED MEMBERS BY CONTINUOUS WELDS. GRIND EXPOSED WELDS SMOOTH.
- FINISH:
 - PREPARE STRUCTURAL COMPONENT SURFACES IN ACCORDANCE WITH SSPC SP-1 TO SP-10 PROCEDURES.
 - STRUCTURAL STEEL MEMBERS SHALL BE HOT DIPPED GALVANIZED.

PART 3 - EXECUTION

- EXAMINATION AND PREPARATION:
VERIFY THAT THE FIELD CONDITIONS ARE ACCEPTABLE.
- ERECTION:
 - ALLOW FOR ERECTION LOADS. PROVIDE TEMPORARY BRACING TO MAINTAIN FRAMING IN ALIGNMENT UNTIL COMPLETION OF ERECTION AND INSTALLATION OF PERMANENT BRIDGING AND BRACING.
 - FIELD WELD COMPONENTS INDICATED ON SHOP DRAWINGS.
 - DO NOT FIELD CUT OR ALTER STRUCTURAL MEMBERS WITHOUT APPROVAL OF THE ARCHITECT/ENGINEER.
 - AFTER ERECTION, TOUCH-UP WELDS, ABRASIONS, AND SURFACES NOT SHOP PRIMED OR GALVANIZED WITH TOUCH-UP PRIMERS AS SPECIFIED UNDER SECTION 05000-METALS, PART 2 - PRODUCTS, H & I. SURFACES TO BE IN CONTACT WITH CONCRETE NOT INCLUDED.
- FIELD QUALITY CONTROL:
FIELD INSPECTION OF MEMBERS, CONNECTIONS, WELDS AND TORQUING.

DIVISION 16: ELECTRICAL

SECTION 16050 - BASIC ELECTRICAL MATERIALS AND METHODS

- CONTRACTOR SHALL REVIEW THE CONTRACT DOCUMENTS PRIOR TO ORDERING THE ELECTRICAL EQUIPMENT AND STARTING THE ACTUAL CONSTRUCTION. CONTRACTOR SHALL ISSUE A WRITTEN NOTICE OF ALL FINDINGS TO THE ARCHITECT LISTING ANY DISCREPANCIES OR CONFLICTING INFORMATION.
- ELECTRICAL PLANS, DETAILS AND DIAGRAMS ARE DIAGRAMMATIC ONLY. VERIFY EXACT LOCATIONS AND MOUNTING HEIGHTS OF ELECTRICAL EQUIPMENT WITH OWNER PRIOR TO INSTALLATION.
- EACH CONDUCTOR OF EVERY SYSTEM SHALL BE PERMANENTLY TAGGED IN EACH PANELBOARD, PULLBOX, JUNCTION BOX, SWITCH BOX, ETC. THE TYPE OF TAGGING METHODS SHALL BE IN COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (O.S.H.A.).
- ALL MATERIALS AND EQUIPMENT SHALL BE NEW AND IN GOOD WORKING CONDITION WHEN INSTALLED AND SHALL BE OF THE BEST GRADE AND OF THE SAME MANUFACTURER THROUGHOUT FOR EACH CLASS OR GROUP OF EQUIPMENT. MATERIALS SHALL BE LISTED "J" WHERE APPLICABLE. MATERIALS SHALL MEET WITH APPROVAL OF ALL GOVERNING BODIES HAVING JURISDICTION. MATERIALS SHALL BE MANUFACTURED IN ACCORDANCE WITH APPLICABLE STANDARDS ESTABLISHED BY ANSI, NEMA, NBFU AND "UL" LISTED.
- ALL CONDUIT SHALL HAVE A PULL CORD.
- PROVIDE PROJECT MANAGER WITH ONE SET OF COMPLETE ELECTRICAL "AS INSTALLED" DRAWINGS AT THE COMPLETION OF THE JOB, SHOWING ACTUAL DIMENSIONS, ROUTINGS, AND CIRCUITS.
- ALL CIRCUIT BREAKERS, FUSES AND ELECTRICAL EQUIPMENT SHALL HAVE AN INTERRUPTING SHORT CIRCUIT CURRENT TO WHICH THEY MAY BE SUBJECTED, AND A MINIMUM OF 10,000 A.I.C.
- THE ENTIRE ELECTRICAL INSTALLATION SHALL BE GROUNDED AS REQUIRED BY UBC, NEC AND ALL APPLICABLE CODES.
- PATCH, REPAIR AND PAINT ANY AREA THAT HAS BEEN DAMAGED IN THE COURSE OF THE ELECTRICAL WORK.
- PLASTIC PLATES FOR ALL SWITCHES, RECEPTACLES, TELEPHONE AND BLANKED OUTLETS SHALL HAVE ENGRAVED LETTERING WHERE INDICATED ON THE DRAWINGS. WEATHERPROOF RECEPTACLES SHALL HAVE SIERRA #WPD-8 LIFT COVERPLATES.

SECTION 16400 - SERVICE AND DISTRIBUTION

- WIRE AND CABLE CONDUCTORS SHALL BE COPPER, 600V, TYPE THHN OR THWN, WITH A MIN. SIZE OF #12 AWG, COLOR CODED. ALL RECTIFIER DROPS SHALL BE STRANDED TO ACCEPT CRIMP CONNECTORS.
- ALL CHEMICAL GROUND RODS SHALL BE "UL" APPROVED.
- METER SOCKET AMPERES, VOLTAGE, NUMBER OF PHASES SHALL BE AS NOTED ON THE DRAWINGS. MANUFACTURED BY MILBANK OR APPROVED EQUAL, AND SHALL BE UTILITY COMPANY APPROVED.
- CONDUIT:
 - RIGID CONDUIT SHALL BE U.L. LABEL GALVANIZED ZINC COATED WITH GALVANIZED ZINC INTERIOR AND SHALL BE USED WHEN INSTALLED IN OR UNDER CONCRETE SLABS, IN CONTACT WITH THE EARTH, UNDER PUBLIC ROADWAYS, IN MASONRY WALLS OR EXPOSED ON BUILDING EXTERIOR. RIGID CONDUIT IN CONTACT WITH EARTH SHALL BE 1/2 LAPPED WRAPPED WITH HUNTS WRAP PROCESS NO. 3.
 - ELECTRICAL METALLIC TUBING SHALL HAVE U.L. LABEL, FITTING SHALL BE GLAND RING COMPRESSION TYPE.
 - FLEXIBLE METALLIC CONDUIT SHALL HAVE U.L. LISTED LABEL AND MAY BE USED WHERE PERMITTED BY CODE. FITTINGS SHALL BE "JAKE" OR "SQUEEZE" TYPE. ALL FLEXIBLE CONDUITS SHALL HAVE FULL LENGTH GROUND WIRE.
 - ALL UNDERGROUND CONDUIT SHALL BE AS NOTED ON THE DRAWINGS AT A MINIMUM DEPTH OF 42" BELOW GRADE. IT IS REQUIRED AND WILL BE THE RESPONSIBILITY OF THE ELECTRICAL CONTRACTOR TO NOTIFY J.U.L.I.E. AT 1-800-892-0123 OR OTHER SUCH NOTIFYING AGENCY FORTY-EIGHT (48) HOURS PRIOR TO DIGGING.
- CONTRACTOR TO COORDINATE WITH UTILITY COMPANY FOR CONNECTION OF TEMPORARY AND PERMANENT POWER TO THE SITE. THE TEMPORARY POWER AND ALL HOOKUP COSTS ARE TO BE PAID BY THE CONTRACTOR.
- ALL ELECTRICAL EQUIPMENT SHALL BE LABELED WITH PERMANENT ENGRAVED PLASTIC LABELS WITH WHITE OR BLUE BACKGROUND LETTERING (MINIMUM LETTER HEIGHT SHALL BE ONE FORTH INCH (1/4"). NAMEPLATES SHALL BE FASTENED WITH STAINLESS STEEL SCREWS, NOT ADHESIVE.
- UPON COMPLETION OF WORK, CONDUCT CONTINUITY, SHORT CIRCUIT, AND FALL POTENTIAL GROUNDING TESTS BY AN INDEPENDENT TESTING SERVICE ENGAGED BY THE CONTRACTOR SHALL BE SUBMITTED FOR APPROVAL. SUBMIT TEST REPORTS TO PROJECT MANAGER. CLEAN PREMISES OF ALL DEBRIS RESULTING FROM WORK AND LEAVE WORK IN A COMPLETE AND UNDAMAGED CONDITION.
- GROUNDING ELECTRODE SYSTEM
 - PREPARATION
 - SURFACE PREPARATION:
ALL CONNECTIONS SHALL BE MADE TO BARE METAL. ALL PAINTED SURFACES SHALL BE FIELD INSPECTED AND MODIFIED TO ENSURE PROPER CONTACT. NO WASHERS ARE ALLOWED BETWEEN THE ITEMS BEING GROUNDED. ALL CONNECTIONS ARE TO HAVE A NON-OXIDIZING AGENT APPLIED PRIOR TO INSTALLATION.
 - GROUND BAR PREPARATION:
ALL COPPER GROUND BARS SHALL BE CLEANED, POLISHED AND A NON-OXIDIZING AGENT APPLIED. NO FINGERPRINTS OR DISCOLORED COPPER WILL BE PERMITTED.
 - SLEEVES:
ALL GROUNDING CONDUCTORS SHALL RUN THROUGH PVC SLEEVES WHEREVER CONDUCTORS RUN THROUGH WALLS, FLOORS OR CEILINGS. IF CONDUCTORS MUST RUN THROUGH EMT, BOTH ENDS OF CONDUIT SHALL BE GROUNDED. SEAL BOTH ENDS OF CONDUIT WITH SILICONE CAULK.
 - GROUND BARS
 - ALL GROUND BARS SHALL BE ONE FORTH INCH (1/4") THICK TINNED COPPER PLATE AND OF SIZE INDICATED ON DRAWINGS.
 - ALL CONNECTIONS TO THE GROUND BAR SHALL OBSERVE THE FOLLOWING SEQUENCE:
 - BOLT-HEAD
 - 2-HOLE LUG
 - TINNED COPPER BUSS BAR
 - STAR WASHER
 - NUT
 - EXTERNAL CONNECTIONS
 - ALL BURIED GROUNDING CONNECTIONS SHALL BE MADE BY THE EXOTHERMIC WELD PROCESS. CONNECTIONS SHALL INCLUDE ALL CABLE TO CABLE, SPLICES, TEE'S, CROSSES, ETC. ALL CABLE TO GROUND RODS, GROUND ROD SPLICES AND LIGHTNING PROTECTION SYSTEMS ARE TO BE AS INDICATED. ALL MATERIALS USED (MOLDS, WELDING METAL, TOOLS, ETC.) SHALL BE BY "CADWELD" AND INSTALLED PER MANUFACTURER'S RECOMMENDED PROCEDURES.
 - ALL ABOVE GRADE GROUNDING AND BONDING CONDUCTORS SHALL BE CONNECTED BY TWO HOLE CRIMP TYPE (COMPRESSION) CONNECTIONS (EXCEPT FOR THE ACOG AND GROUND ROD) MECHANICAL CONNECTIONS, FITTINGS OR CONNECTIONS THAT DEPEND SOLELY ON SOLDER SHALL NOT BE USED. ALL CABLE TO CABLE CONNECTIONS SHALL BE HIGH PRESSURE DOUBLE CRIMP TYPE CONNECTIONS. CONNECTIONS TO STRUCTURAL STEEL SHALL BE EXOTHERMIC WELDS.
 - GROUND RODS
 - ALL GROUND RODS SHALL BE 5/8-INCH DIAMETER X 10'-0" LONG "COPPERWELD" OR APPROVED EQUAL, OF THE NUMBER AND LOCATIONS INDICATED. GROUND RODS SHALL BE DRIVEN FULL LENGTH VERTICAL IN UNDISTURBED EARTH.
 - GROUND CONDUCTORS
 - ALL GROUND CONDUCTORS SHALL BE STANDARD TINNED SOLID BARE COPPER ANNEALED, AND OF SIZE INDICATED ON DRAWINGS UNLESS NOTED OTHERWISE.
 - LUGS
 - LUGS SHALL BE 2-HOLE, LONG BARREL, STRAND COPPER UNLESS OTHERWISE SPECIFIED IN THE CONTRACT DOCUMENTS. LUGS SHALL BE THOMAS AND BETTS SERIES #548, BE OR EQUIVALENT

A.	535 MCM DLO	54880BE
B.	262 MCM DLO	54872BE
C.	#1/0 DLO	54862BE
D.	#4/0 THWN AND BARE	54866BE
E.	#2/0 THWN	54862BE
F.	#2 THHN	54207BE
G.	#6 DLO	54205BE

- WHEN THE DIRECTION OF THE CONDUCTOR MUST CHANGE, IT SHALL BE DONE GRADUALLY. THE CURVATURE OF THE TURN SHALL BE DONE IN ACCORDANCE WITH THE FOLLOWING CHART:

GROUNDING CONDUCTOR SIZE	MINIMUM BENDING RADIUS TO INSIDE EDGE
NO. 6 AWG TO NO. 4 AWG	6 INCHES
NO. 2 AWG TO NO. 1/0 AWG	8 INCHES
NO. 2/0 AWG TO 4/0 MCM	12 INCHES
250 MCM TO 750 MCM	24 INCHES

G. GROUND RING

- THE EXTERNAL GROUND RING ENCIRCLING THE TOWER (IF APPLICABLE) AND BETWEEN THE EQUIPMENT SHELTER PLATFORM ANCHORS SHALL BE MINIMUM NO. 2 A.W.G. SOLID TINNED BARE COPPER CONDUCTOR IN DIRECT CONTACT WITH THE EARTH AT THE DEPTH INDICATED ON THE DRAWINGS. CONDUCTOR BENDS SHALL HAVE A MINIMUM BENDING RADIUS OF EIGHT INCHES (8").
- ALL EXTERNAL GROUND RINGS ARE TO BE JOINED TOGETHER AND ALL CONNECTIONS MUST BE CADWELDED. NO LUGS OR CLAMPS WILL BE ACCEPTED.

H. FENCE/GATE

GROUND EACH GATE POST, CORNER POST AND GATE AS INDICATED ON DRAWING GROUND CONNECTIONS TO FENCE POSTS AND ALL OTHER CONNECTIONS FOR THE GROUND GRID SYSTEM SHALL BE MADE BY EXOTHERMIC WELD PROCESS, AND INSTALLED PER MANUFACTURER'S RECOMMENDATIONS AND PROCEDURES, AND SPRAYED WITH COLD-GALVANIZED PAINT.

I.E.E.E. FALL POTENTIAL TESTS

A. FOR RAW LAND SITE

- GROUND TESTS SHALL BE PERFORMED AS INDICATED ON DRAWINGS. A BIDDLE GROUND OHMMER OR THE METHOD OF USING TWO AUXILIARY GROUND RODS (AS DESCRIBED IN I.E.E.E. STANDARDS NO. 81-1983, PART 1) MAY BE USED. THE I.E.E.E. METHOD REQUIRES THE USE OF AN A.C. TEST CURRENT. THE AUXILIARY TEST RODS MUST BE SUFFICIENTLY FAR AWAY FROM THE ROD UNDER TEST SO THAT THE REGIONS IN WHICH THEIR RESISTANCE IS LOCALIZED DO NOT OVERLAP. THE TEST POINT WILL BE THE GROUND ROD AND WILL CONSIST OF THE THREE POINT FALL OF POTENTIAL MEGGER TEST METHOD, USING THE BIDDLE NULL-BALANCE EARTH TESTER (MEGGER #250220-2 OR EQUIVALENT)
- CONTRACTOR TO CONDUCT GROUND RESISTANCE TEST IN THE FORMAT AS FOLLOWS:

B. EQUIPMENT PAD

- FIRST TEST - SHALL BE WITH FOUR GROUND RODS INSTALLED, ONE AT EACH CORNER OF THE PAD BUT NOT CONNECTED TO THE MAIN GROUNDING BUS. FURNISH WIRE TO CONNECT (TEMPORARY CLAMP) ALL FOUR GROUND RODS TOGETHER TO MAKE A SYSTEM TEST AFTER EACH ROD IS INDIVIDUALLY TESTED. IF ANY INDIVIDUAL ROD TESTS 25 OHMS OR MORE, THE ELECTRICAL CONTRACTOR AND OWNER'S REPRESENTATIVE SHOULD BE NOTIFIED SO THAT THE ROD CAN BE DRIVEN DEEPER UNTIL ALL FOUR RODS HAVE A RESISTANCE OF 10 OHMS OR LESS ON A DRY DAY.
- SECOND TEST - SHALL BE WITH THE GROUND RODS CONNECTED, WITH DRY SOIL AND WHEN NO STANDING WATER HAS BEEN PRESENT FOR THE PAST TEN (10) DAYS. THE MAXIMUM ALLOWABLE READING IS 5 OHMS TO GROUND. IF THE RESISTANCE OF THE ENTIRE SYSTEM EXCEEDS 5 OHMS, NOTIFY THE CONTRACTOR AND OWNER'S REPRESENTATIVE SO THAT ADDITIONAL AND/OR DEEPER RODS CAN BE INSTALLED.

C. TOWER

- FIRST TEST - SHALL BE WITH THREE GROUND RODS INSTALLED (MINIMUM), EQUALLY SPACED AROUND THE TOWER FOUNDATION, BUT NOT CONNECTED TO THE SHELTER PAD EXTERNAL GROUND RING. FURNISH WIRE TO CONNECT (TEMPORARY CLAMP) ALL THREE GROUND RODS TOGETHER TO MAKE A SYSTEM TEST AFTER EACH ROD IS INDIVIDUALLY TESTED. IF ANY INDIVIDUAL ROD TESTS 25 OHMS OR MORE, NOTIFY THE CONTRACTOR AND OWNER'S REPRESENTATIVE SO THAT THE ROD CAN BE DRIVEN DEEPER UNTIL ALL THREE (3) RODS HAVE A RESISTANCE OF 10 OHMS OR LESS ON A DRY DAY.
- SECOND TEST - SHALL BE WITH THE GROUND RODS CONNECTED, WITH DRY SOIL AND WHEN NO STANDING WATER HAS BEEN PRESENT FOR THE PAST TEN (10) DAYS. THE MAXIMUM ALLOWABLE READING IS 5 OHMS TO GROUND. IF THE RESISTANCE OF THE ENTIRE SYSTEM EXCEEDS 5 OHMS THE ELECTRICAL CONTRACTOR AND OWNER'S REPRESENTATIVE SHOULD BE NOTIFIED SO THAT EITHER ADDITIONAL AND/OR DEEPER RODS CAN BE INSTALLED.

D. EQUIPMENT PAD AND TOWER

- AFTER THE EQUIPMENT PAD AND TOWER GROUND RESISTANCE TEST IS COMPLETED, CONTRACTOR SHALL THE EQUIPMENT PAD EXTERNAL GROUND RING AND TOWER EXTERNAL GROUND RING TOGETHER. AFTER FIRST AND SECOND TEST ALL CONNECTIONS MUST BE MADE USING EXOTHERMIC WELD. NO LUGS OR CLAMPS WILL BE ACCEPTED.
- AFTER ALL THE EXTERNAL GROUND RINGS ARE TIED TOGETHER, COMPLETE A MEGGER CHECK OF THE GROUND SYSTEM SHOULD BE DONE. THE MAXIMUM ALLOWABLE LEADING IS 5 OHMS TO GROUND.

10. GROUNDING RESISTANCE TEST REPORT

UPON COMPLETION OF THE TESTING FOR EACH SITE, A TEST REPORT SHOWING RESISTANCE IN OHMS WITH AUXILIARY POTENTIAL ELECTRODES AT 5 FEET AND 10 FEET INTERVALS UNTIL THE AVERAGE RESISTANCE STARTS INCREASING AND ALSO NOTE THAT 10-15 PHOTOS MUST BE TAKEN TO PROOF ENTIRE EXTERNAL GROUND RING SYSTEM BEFORE BACKFILL. TWO (2) SETS OF TEST DOCUMENTS ARE OF THE INDEPENDENT TESTING SERVICE TO BE BOUND AND SUBMITTED WITHIN ONE (1) WEEK OF WORK COMPLETION.

SECTION 16503 - POLES, POSTS, AND STANDARDS (SINGLE MAST AND SELF SUPPORTING TOWERS)

1. GENERAL

- LIGHTNING ROD AND EXTENSION PIPE INCLUDING ALL APPURTENANCES, TO BE FURNISHED BY OWNER, IF REQUIRED.
- PROVIDE TEMPORARY LIGHTING FOR TOWER AS PER FAA REGULATIONS DURING CONSTRUCTION, IF REQUIRED.
- GROUNDING:
GROUND TOWER WITH A MINIMUM OF #2 AWG TINNED SOLID BARE COPPER CONDUCTOR CADWELDED TO TOWER BASE PLATE. TWO (2) GROUNDING LEADS PER TOWER BASE PLATE.

NO EXOTHERMIC WELDS SHALL BE ATTACHED DIRECTLY TO THE MONOPOLE TOWER SHAFT.

SECTION 16745 - TELECOMMUNICATIONS WIRING COMPONENTS (COAXIAL ANTENNA CABLE)

1. GENERAL

- ALL MATERIALS, PRODUCTS OR PROCEDURES INCORPORATED INTO WORK SHALL BE NEW AND OF STANDARD COMMERCIAL QUALITY.
- CERTAIN MATERIALS AND PRODUCTS WILL BE SUPPLIED BY THE OWNER (REFER TO GENERAL CONDITIONS FOR THE LIST OF OWNER FURNISHED EQUIPMENT, MATERIALS AND SUPPLIES FOR THESE ITEMS). THE CONTRACTOR IS RESPONSIBLE FOR PICKUP AND DELIVERY OF ALL SUCH MATERIALS
- ALL OTHER MATERIALS AND PRODUCTS SPECIFIED IN THE CONTRACT DOCUMENTS SHALL BE SUPPLIED BY THE CONTRACTOR.

2. MATERIALS:

A. COAXIAL CABLE:

- INSTALL COAXIAL CABLE AND TERMINATIONS BETWEEN ANTENNAS AND EQUIPMENT PER MANUFACTURER'S RECOMMENDATIONS WITH COAXIAL CABLES SUPPORTED AT NO MORE THAN 3'-0" O.C. WEATHERPROOF ALL CONNECTORS BETWEEN THE ANTENNA AND EQUIPMENT PER MANUFACTURER'S REQUIREMENTS. TERMINATE ALL COAXIAL CABLE THREE FEET (3') IN EXCESS OF EQUIPMENT LOCATION UNLESS OTHERWISE STATED.
- ALL COAX RUN LENGTHS GREATER THAN 175 FEET SHALL BE 1-5/8", ALL COAX. RUN LENGTH BETWEEN 101 FEET AND 174 FEET SHALL BE 1-1/4", AND IN LENGTH LESS THAN OR EQUAL TO 100 FEET SHALL BE 7/8".

3. ANTENNA AND COAXIAL CABLE GROUNDING

- ALL COAXIAL CABLE GROUNDING KITS ARE TO BE INSTALLED ON STRAIGHT RUNS OF COAXIAL CABLE (NOT WITHIN BENDS)

4. COAXIAL CABLE IDENTIFICATION

- TO PROVIDE EASY IDENTIFICATION AND UNIFORM MARKING OF ANTENNA CABLE, PLASTIC TAGS SHALL BE USED AT THE FOLLOWING LOCATIONS:

- FIRST LOCATION IS AT THE END OF THE COAX NEAREST THE ANTENNA (WHERE THE COAXIAL CABLE AND JUMPER ARE CONNECTED).
- SECOND LOCATION IS INSIDE THE EQUIPMENT SHELTER NEAR THE WAVEGUIDE ENTRY PORT.

- USE ANDREW CABLE TIES (PT.# 27290) TO SECURE IDENTIFICATION TAGS.

5. TESTING

LESSEE SHALL PROVIDE AN INDEPENDENT TESTING AGENCY TO PERFORM THE COAXIAL SWEEP TEST & REPORT. THE CONTRACTOR IS TO PROVIDE ONE CLIMBER / QUALIFIED PERSONNEL TO ASSIST IN ANY REPAIRS AND WEATHERPROOFING ONCE THE TEST IS COMPLETE. THE CONTRACTOR IS TO PROVIDE LESSEE WITH A MINIMUM OF 48 HOURS NOTICE PRIOR TO THE TIME OF THE SWEEP TEST.

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SCHAUMBURG, ILLINOIS 60173

TERRA
COMMUNICATING SYSTEMS, LTD.
600 BUSSE HIGHWAY
PARK RIDGE, IL 60068
PH: 847-698-6400
FAX: 847-698-6401

NO	DESCRIPTION	BY	DATE	PP	JTM	1.	UPDATE PER CITY COMMENTS				
	ISSUED FOR REVIEW		06/22/15								
	UPDATE PER CITY COMMENTS		06/21/15								

LOC. # 313781

MILLIKIN
UNIVERSITY

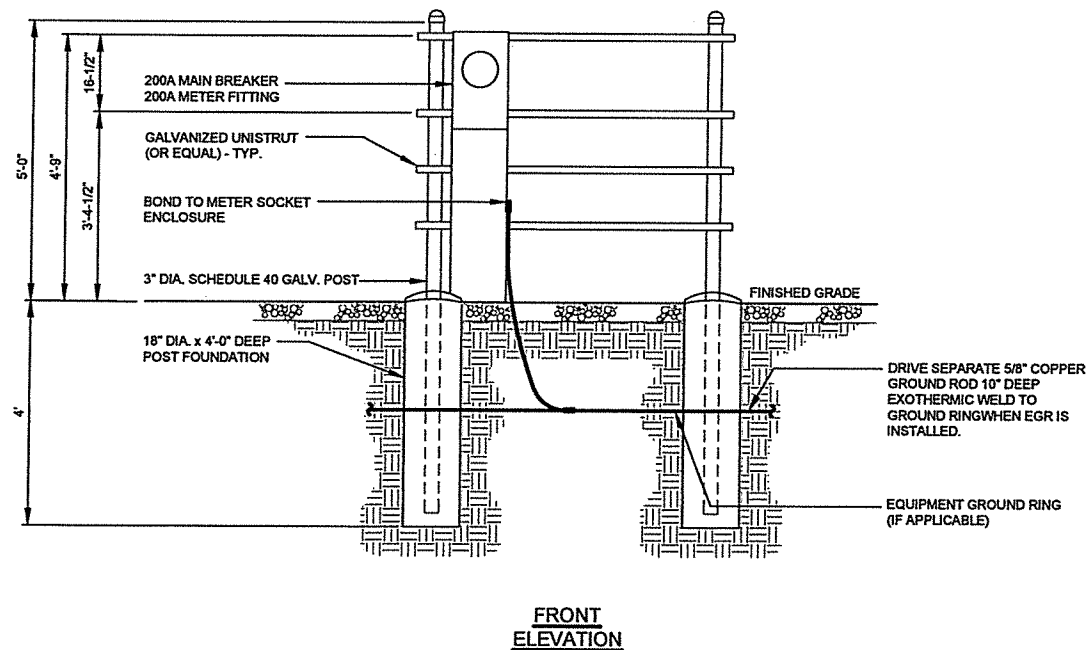
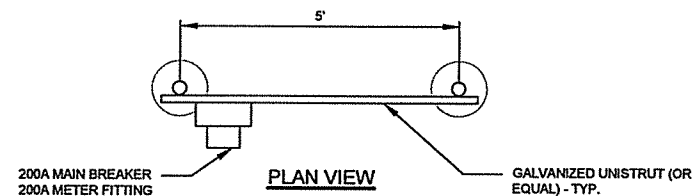
1096 W. DECATUR STREET
DECATUR, IL 62522

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CHECKED BY:	TAZ
DATE:	06/22/15
PROJECT #:	33-1913

SHEET TITLE
SPECIFICATIONS

SHEET NUMBER

SP-2



1 H-FRAME WITH METER
N.T.S.

OPERATES 24 HOURS
A DAY 365 DAYS A YEAR

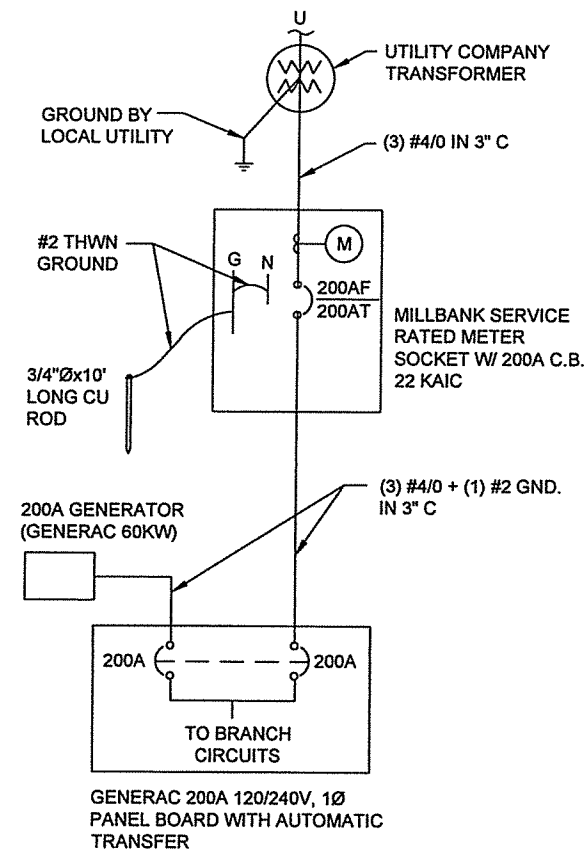
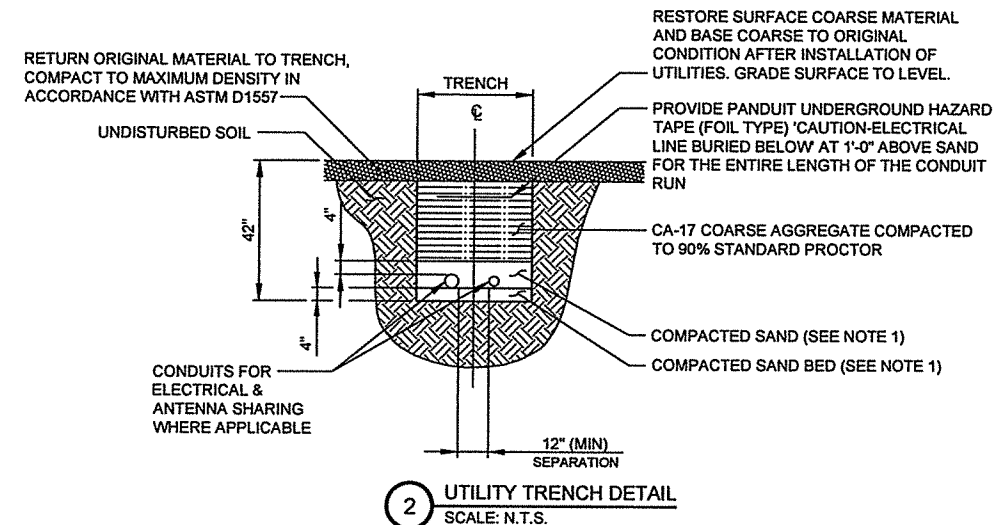
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48 HOURS BEFORE
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NOTES:

1. LEAN CONCRETE, RED-COLORED TOP, MAY BE USED IN PLACE OF COMPACTED SAND.
2. BURY CONDUITS 42" BELOW GRADE OR 6" BELOW FROST LINE, WHICHEVER IS GREATER
3. CONDUIT SIZE, TYPE, QUANTITY AND SEPARATION DIMENSION TO BE VERIFIED WITH LOCAL UTILITY COMPANY REQUIREMENTS



3 SINGLE LINE DIAGRAM
N.T.S.

verizon wireless

1515 WOODFIELD ROAD, SUITE 1400
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NO.	DESCRIPTION	DATE	BY	PP	JTM
1.	ISSUED FOR REVIEW	08/22/15			
	UPDATE PER CITY COMMENTS	09/21/15			

LOC. # 313781

MILLIKIN
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1096 W. DECATUR STREET
DECATUR, IL 62522

DRAWN BY:	PP
CHECKED BY:	TAZ
DATE:	06/22/15
PROJECT #:	33-1913

SHEET TITLE
ELECTRICAL DETAILS

SHEET NUMBER
E-5

GENERAL

THE CONSTRUCTION DOCUMENT DRAWINGS ARE INTERRELATED. WHEN PERFORMING THE WORK, EACH CONTRACTOR MUST REFER TO ALL DRAWINGS. COORDINATION IS THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.

DIVISION 1: GENERAL REQUIREMENTS

SECTION 01700 - PROJECT CLOSEOUT

PART 1 - GENERAL

- OBTAIN AND SUBMIT RELEASES ENABLING THE OWNER UNRESTRICTED USE OF THE WORK AND ACCESS TO SERVICES AND UTILITIES; INCLUDE OCCUPANCY PERMITS, OPERATING CERTIFICATES AND SIMILAR RELEASES.
- SUBMIT RECORD DRAWINGS, DAMAGE OR SETTLEMENT SURVEY, PROPERTY SURVEY, AND SIMILAR FINAL RECORD INFORMATION.
- COMPLETE FINAL CLEAN UP REQUIREMENTS, INCLUDING TOUCH-UP PAINTING. TOUCH UP AND OTHERWISE REPAIR AND RESTORE MARRED EXPOSED FINISHES.

PART 2 - FINAL CLEANING

- COMPLETE THE FOLLOWING CLEANING OPERATIONS BEFORE REQUESTING INSPECTION FOR CERTIFICATION OF COMPLETION.
 - CLEAN THE PROJECT SITE, YARD AND GROUNDS, IN AREAS DISTURBED BY CONSTRUCTION ACTIVITIES, INCLUDING LANDSCAPE DEVELOPMENT AREAS, OF RUBBISH, WASTE MATERIALS, LITTER AND FOREIGN SUBSTANCES. SWEEP PAVED AREAS BROOM CLEAN. REMOVE PETRO-CHEMICAL SPILLS, STAINS AND OTHER FOREIGN DEPOSITS. RAKE GROUNDS THAT ARE NEITHER PLANTED NOR PAVED, TO A SMOOTH EVEN-TEXTURED SURFACE.
 - REMOVE TOOLS, CONSTRUCTION EQUIPMENT, MACHINERY AND SURPLUS MATERIAL FROM THE SITE.
 - REMOVE SNOW AND ICE TO PROVIDE SAFE ACCESS TO THE SITE AND EQUIPMENT ENCLOSURE.
 - CLEAN EXPOSED EXTERIOR AND INTERIOR HARD-SURFACED FINISHES TO A DIRT-FREE CONDITION, FREE OF STAINS, FILMS AND SIMILAR FOREIGN SUBSTANCES. AVOID DISTURBING NATURAL WEATHERING OF EXTERIOR SURFACES.
 - REMOVE DEBRIS FROM LIMITED ACCESS SPACES, INCLUDING ROOFS, EQUIPMENT ENCLOSURE, MANHOLES, AND SIMILAR SPACES.
 - REMOVE LABELS THAT ARE NOT PERMANENT LABELS.
 - TOUCH-UP AND OTHERWISE REPAIR AND RESTORE MARRED EXPOSED FINISHES AND SURFACES. REPLACE FINISHES AND SURFACES THAT CAN NOT BE SATISFACTORILY REPAIRED OR RESTORED, OR THAT SHOW EVIDENCE OF REPAIR OR RESTORATION. DO NOT PAINT OVER "UL" AND SIMILAR LABELS, INCLUDING ELECTRICAL NAME PLATES.
 - LEAVE THE PROJECT CLEAN AND READY FOR OCCUPANCY.
 - DUST-OFF ALL EQUIPMENT, INCLUDING BATTERY PACKS, WITHIN EQUIPMENT ENCLOSURE.
 - WASH AND WAX FLOOR WITHIN EQUIPMENT ENCLOSURE.
- REMOVAL OF PROTECTION: REMOVE TEMPORARY PROTECTION AND FACILITIES INSTALLED DURING CONSTRUCTION TO PROTECT PREVIOUSLY COMPLETED INSTALLATIONS DURING THE REMAINDER OF THE CONSTRUCTION PERIOD.

DIVISION 2: SITE WORK

SECTION 02200 - EARTHWORK AND DRAINAGE

PART 1 - GENERAL

- WORK INCLUDED: SEE SITE PLAN.
- DESCRIPTIONS
ACCESS DRIVE W/ TURNAROUND AREA, LEASE AREA, AND IF APPLICABLE UNDERGROUND UTILITY EASEMENTS ARE TO BE CONSTRUCTED TO PROVIDE A WELL DRAINED, EASILY MAINTAINED, EVEN SURFACE FOR MATERIAL AND EQUIPMENT DELIVERIES AND MAINTENANCE PERSONNEL ACCESS.
- QUALITY ASSURANCE
 - APPLY SOIL STERILIZER IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS (AS NEEDED).
 - APPLY AND MAINTAIN GRASS SEED AS RECOMMENDED BY THE SEED PRODUCER (IF REQUIRED).
 - PLACE AND MAINTAIN VEGETATION LANDSCAPING, IF INCLUDED WITHIN THE CONTRACT, AS RECOMMENDED BY NURSERY INDUSTRY STANDARDS.
- SEQUENCING
 - CONFIRM SURVEY STAKES AND SET ELEVATION STAKES PRIOR TO ANY CONSTRUCTION.
 - COMPLETELY GRUB THE ACCESS DRIVE W/ TURNAROUND, UNDERGROUND UTILITY EASEMENTS, (IF APPLICABLE) AND LEASE AREA PRIOR TO FOUNDATION CONSTRUCTION, PLACEMENT OF BACKFILL AND SUB-BASE MATERIAL.
 - CONSTRUCT TEMPORARY CONSTRUCTION AREA ALONG ACCESS DRIVE.
 - BRING THE LEASE AREA AND ACCESS DRIVE W/ TURNAROUND TO BASE COURSE ELEVATION PRIOR TO INSTALLING FOUNDATION.
 - APPLY SOIL STERILIZER PRIOR TO PLACING BASE MATERIALS.
 - GRADE, SEED, FERTILIZE, AND MULCH ALL AREAS DISTURBED BY CONSTRUCTION (INCLUDING UNDERGROUND UTILITY EASEMENTS) IMMEDIATELY AFTER BRINGING LEASE AREA AND ACCESS DRIVE W/ TURNAROUND TO BASE COURSE ELEVATION, WATER TO ENSURE GROWTH.
 - REMOVE GRAVEL FROM TEMPORARY CONSTRUCTION ZONE TO AN AUTHORIZED AREA OR AS DIRECTED BY PROJECT MANAGER.
 - AFTER APPLICATIONS OF FINAL SURFACES, APPLY SOIL STERILIZER TO STONE SURFACES.
- SUBMITTALS
 - BEFORE CONSTRUCTION
IF LANDSCAPING IS APPLICABLE TO THE CONTRACT, SUBMIT TWO COPIES OF THE LANDSCAPE PLAN UNDER NURSERY LETTERHEAD. IF A LANDSCAPE ALLOWANCE WAS INCLUDED IN THE CONTRACT, PROVIDE AN ITEMIZED LISTING OF PROPOSED COSTS ON NURSERY LETTERHEAD (REFER TO PLANS FOR LANDSCAPING REQUIREMENTS).
 - AFTER CONSTRUCTION
 - MANUFACTURER'S DESCRIPTION OF PRODUCT AND WARRANTY STATEMENT ON SOIL STERILIZER.
 - MANUFACTURER'S DESCRIPTION OF PRODUCT ON GRASS SEED AND FERTILIZER
 - LANDSCAPING WARRANTY STATEMENT.
- WARRANTY
 - IN ADDITION TO THE WARRANTY ON ALL CONSTRUCTION COVERED IN THE CONTRACT DOCUMENTS, THE CONTRACTOR SHALL REPAIR ALL DAMAGE AND RESTORE AREA AS CLOSE TO ORIGINAL CONDITION AS POSSIBLE AT SITE AND SURROUNDINGS.
 - SOIL STERILIZATION APPLICATION TO GUARANTEE VEGETATION FREE ROAD AND SITE AREAS FOR ONE YEAR FROM DATE OF FINAL INSPECTION.
 - DISTURBED AREAS WILL REFLECT GROWTH OF NEW GRASS COVER PRIOR TO FINAL INSPECTION.
 - LANDSCAPING, IF INCLUDED WITHIN THE SCOPE OF THE CONTRACT, WILL BE GUARANTEED FOR ONE YEAR FROM DATE OF FINAL INSPECTION.

PART 2 - PRODUCTS

- MATERIALS
 - SOIL STERILIZER SHALL BE EPA-REGISTERED, PRE-EMERGENCE LIQUID;

TOTAL KILL
PRODUCT 910
EPA 10292-7

PHASAR CORPORATION
P.O. BOX 5123
DEARBORN, MI 48128
(313) 563-8000

AMBUSH HERBICIDE
EPA REGISTERED

FRANAR INDUSTRIAL PRODUCTS
1435 MORRIS AVE.
UNION, NJ 07083
(800) 526-4924

- ROAD AND SITE MATERIALS SHALL CONFORM TO IDOT SPECIFICATIONS FILL MATERIAL (UNLESS OTHERWISE NOTED) - ACCEPTABLE SELECT FILL SHALL BE IN ACCORDANCE WITH STATE DEPARTMENT OF HIGHWAY AND TRANSPORTATION STANDARD SPECIFICATIONS.
- SOIL STABILIZER FABRIC SHALL BE MIRAFI - 500X.

PART 3 - EXECUTION

- INSPECTIONS
LOCAL BUILDING INSPECTORS SHALL BE NOTIFIED NO LESS THAN 48 HOURS IN ADVANCE OF CONCRETE POURS, UNLESS OTHERWISE SPECIFIED BY JURISDICTION.
- PREPARATION
 - CLEAR TREES, BRUSH AND DEBRIS FROM LEASE AREA, ACCESS DRIVE W/ TURN-AROUND AND UNDER GROUND UTILITY EASEMENTS AS REQUIRED FOR CONSTRUCTION.
 - PRIOR TO OTHER EXCAVATION AND CONSTRUCTION, GRUB ORGANIC MATERIAL TO A MINIMUM OF SIX INCHES (6") BELOW GRADE.
 - UNLESS OTHERWISE INSTRUCTED BY LESSEE, TRANSPORT ALL REMOVED TREES, BRUSH AND DEBRIS FROM THE PROPERTY TO AN AUTHORIZED LANDFILL.
 - PRIOR TO PLACEMENT OF FILL OR BASE MATERIALS, ROLL THE SOIL.
 - WHERE UNSTABLE SOIL CONDITIONS ARE ENCOUNTERED, LINE THE AREAS WITH STABILIZER MAT PRIOR TO PLACEMENT OF FILL OR BASE MATERIAL.
- INSTALLATION
 - GRADE OR FILL THE LEASE AREA AND ACCESS DRIVE W/ TURNAROUND AS REQUIRED IN ORDER THAT UPON DISTRIBUTION OF SPOILS, RESULTING FROM EXCAVATIONS, THE RESULTING GRADE WILL CORRESPOND WITH SAID SUB-BASE COURSE. ELEVATIONS ARE TO BE CALCULATED FROM BENCHMARK, FINISHED GRADES, OR INDICATED SLOPES.
 - CLEAR EXCESS SPOILS, IF ANY, FROM JOB SITE AND DO NOT SPREAD BEYOND THE LIMITS OF PROJECT AREA UNLESS AUTHORIZED BY PROJECT MANAGER AND AGREED TO BY LANDOWNER.
 - BRING THE ACCESS DRIVE W/ TURNAROUND TO BASE COURSE ELEVATION TO FACILITATE CONSTRUCTION AND OBSERVATION DURING CONSTRUCTION OF THE SITE.
 - AVOID CREATING DEPRESSIONS WHERE WATER MAY POND.
 - THE CONTRACT SHALL INCLUDE GRADING, BANKING, AND DITCHING, UNLESS OTHERWISE INDICATED.
 - WHEN IMPROVING AN EXISTING ACCESS DRIVE, GRADE THE EXISTING DRIVE TO REMOVE ANY ORGANIC MATTER AND SMOOTH THE SURFACE BEFORE PLACING FILL OR STONE.
 - PLACE FILL OR STONE IN SIX INCH (6") MAXIMUM LIFTS, AND COMPACT BEFORE PLACING NEXT LIFT.
 - THE TOP SURFACE COURSE, SHALL EXTEND A MINIMUM OF ONE FOOT (1') BEYOND THE SITE FENCE (UNLESS OTHERWISE NOTED) AND SHALL COVER THE AREA AS INDICATED.
 - APPLY RIPRAP TO THE SIDE SLOPES OF ALL FENCED SITE AREAS, PARKING AREAS, AND ALL OTHER SLOPES GREATER THAN 2:1.
 - APPLY RIPRAP TO THE SIDES OF DITCHES OR DRAINAGE SWALES.
 - RIPPRAP ENTIRE DITCH FOR SIX FEET (6') IN ALL DIRECTIONS AT CULVERT OPENINGS.
 - APPLY SEED, FERTILIZER, AND STRAW COVER TO ALL OTHER DISTURBED AREAS, DITCHES, AND DRAINAGE SWALES, NOT OTHERWISE RIPRAPPED.
 - UNDER NO CIRCUMSTANCES WILL DITCHES, SWALES, OR CULVERTS BE PLACED SO THAT THEY DIRECT WATER TOWARDS, OR PERMIT STANDING WATER IMMEDIATELY ADJACENT TO SHELTER OR EQUIPMENT. IF DESIGNS OR ELEVATIONS ARE IN CONFLICT WITH THIS, ADVISE CONSTRUCTION MANAGER IMMEDIATELY.
 - IN DITCHES WITH SLOPES GREATER THAN 10%, MOUND DIVERSIONARY HEADWALLS IN THE DITCH AT CULVERT ENTRANCES. POSITION THE HEADWALL AT AN ANGLE NO GREATER THAN 60° OFF THE DITCH LINE. RIPRAP THE UPSTREAM SIDE OF THE HEADWALL AS WELL AS THE DITCH FOR SIX FEET (6') ABOVE THE CULVERT ENTRANCE.
 - APPLY SEED AND FERTILIZER TO SURFACE CONDITIONS WHICH WILL ENCOURAGE ROOTING. RAKE AREAS TO BE SEED TO EVEN THE SURFACE AND LOOSEN THE SOIL.
 - SOW SEED IN TWO DIRECTIONS IN TWICE THE QUANTITY RECOMMENDED BY THE SEED PRODUCER.
 - ENSURE GROWTH OF SEEDS AND LANDSCAPED AREAS, BY WATERING, UP TO THE POINT OF RELEASE FROM THE CONTRACT. CONTINUE TO REWORK THE BARE AREAS UNTIL COMPLETE COVERAGE IS OBTAINED.
- FIELD QUALITY CONTROL
COMPACT SOILS TO MAXIMUM DENSITY IN ACCORDANCE WITH ASTM D-1557. AREAS OF SETTLEMENT WILL BE EXCAVATED AND REFILLED AT CONTRACTOR'S EXPENSE. INDICATE PERCENTAGE OF COMPACTION ACHIEVED ON AS-BUILT DRAWINGS.
- PROTECTION
 - PROTECT SEEDS AREAS FROM EROSION BY SPREADING STRAW TO A UNIFORM LOOSE DEPTH OF 1-2 INCHES, STAKE AND TIE DOWN AS REQUIRED. USE OF EROSION CONTROL MESH OR MULCH NET WILL BE AN ACCEPTABLE ALTERNATE.
 - ALL TREES PLACED IN CONJUNCTION WITH A LANDSCAPE CONTRACT WILL BE WRAPPED, TIED WITH HOSE PROTECTED WIRE, AND SECURED TO 2" X 2" X 4"-0" WOODEN STAKES EXTENDING TWO-FEET INTO THE GROUND ON FOUR SIDES OF THE TREE.
 - PROTECT ALL EXPOSED AREAS AGAINST WASHOUTS AND SOIL EROSION. PLACE STRAW BALES AT THE INLET APPROACH TO ALL NEW OR EXISTING CULVERTS. WHERE THE SITE OR ROAD AREAS HAVE BEEN ELEVATED IMMEDIATELY ADJACENT TO THE RAIL LINE, STAKE EROSION CONTROL FABRIC FULL LENGTH IN THE SHALE TO PREVENT CONTAMINATION OF THE RAIL BALLAST. ALL EROSION CONTROL METHODS SHALL CONFORM TO APPLICABLE BUILDING CODE REQUIREMENTS.

SECTION 02830 - FENCING AND GATE(S)

PART 1 - GENERAL

- WORK INCLUDED
SEE PLAN FOR SITE AND LOCATION OF FENCE AND GATE(S).
- QUALITY ASSURANCE
ALL STEEL MATERIALS UTILIZED IN CONJUNCTION WITH THIS SPECIFICATION WILL BE GALVANIZED OR STAINLESS STEEL. WEIGHT OF ZINC COATING ON THE FABRIC SHALL NOT BE LESS THAN 12 OUNCES PER SQUARE FOOT OF MATERIAL COVERED. POSTS SHALL BE HOT-DIPPED IN GRADE "E" ZINC, 18 OUNCES PER SQUARE FOOT.
- SEQUENCING
IF THE SITE AREA HAS BEEN BROUGHT UP TO SURFACE COURSE ELEVATION (PRIOR TO THE FENCE CONSTRUCTION), FENCE POST EXCAVATION SPOILS MUST BE CONTROLLED TO PRECLUDE CONTAMINATION OF SAID SURFACE COURSE.

4. SUBMITTALS

- MANUFACTURER'S DESCRIPTIVE LITERATURE.
- CERTIFICATE OR STATEMENT OF COMPLIANCE WITH THE SPECIFICATIONS.

PART 2 - PRODUCTS

1. FENCE MATERIAL

- ALL FABRIC WIRE, RAILS, HARDWARE, AND OTHER STEEL MATERIALS SHALL BE HOT-DIPPED GALVANIZED.
- FABRIC SHALL BE SEVEN-FOOT (7') HIGH OR TO MATCH EXISTING FENCE TWO-INCH CHAIN LINK MESH OF NO. 9 GAUGE (0.148") WIRE. THE FABRIC SHALL HAVE A KNUCKLED FINISH FOR THE TOP SELVAGES. FABRIC SHALL CONFORM TO THE SPECIFICATIONS OF ASTM A-392 CLASS 1.
- BARBED WIRE SHALL BE DOUBLE-STRAND, 12-1/2 GAUGE TWISTED WIRE, WITH 14-GAUGE, 4-POINT ROUND BARBS SPACED ON FIVE-INCH CENTERS.
- ALL POSTS SHALL BE SCHEDULE - 40 MECHANICAL SERVICE PIPE AND SHALL BE TYPE 1 ASTM A-128 AND OF THE FOLLOWING DIAMETER:

LINE	2" SCHEDULE 40 (2 3/8" O.D.)
CORNER	3" SCHEDULE 40 (3 1/2" O.D.)
GATE	3" SCHEDULE 40 (3 1/2" O.D.)
- GATE POSTS SHALL BE EXTENDED 12 INCHES, INCLUDING DOME CAP, TO PROVIDE FOR ATTACHMENT OF BARBED WIRE.
- ALL TOP AND BRACE RAILS SHALL BE 1" DIAMETER SCHEDULE - 40 MECHANICAL-SERVICE PIPE.
- GATE FRAMES AND BRACES SHALL BE 1.90 INCH DIAMETER SCHEDULE 40 MECHANICAL-SERVICE PIPE. FRAMES SHALL HAVE WELDED CORNERS.
- GATE FRAMES SHALL HAVE A FULL-HEIGHT VERTICAL BRACE, AND A FULL-WIDTH HORIZONTAL BRACE, SECURED IN PLACE BY USE OF GATE BRACE CLAMPS.
- GATE HINGES SHALL BE MERCHANTS METAL MODEL 64386 HINGE ADAPTER WITH MODEL 6409, 188-DEGREE ATTACHMENT.
- THE GUIDE (LATCH ASSEMBLY) SHALL BE HEAVY INDUSTRIAL DOUBLE GATE LATCH. SEE DETAIL.
- LATCHES AND STOPS SHALL BE PROVIDED FOR ALL GATES.
- PLUNGER ROD COMPLETE WITH RECEPTOR TO BE PROVIDED AT THE INACTIVE LEAF OF ALL DOUBLE GATE INSTALLATIONS.
- ALL STOPS SHALL HAVE KEEPERS CAPABLE OF HOLDING THE GATE LEAF IN THE OPEN POSITION
- A NO. 7 GAUGE ZINC COATED TENSION WIRE SHALL BE USED AT THE BOTTOM OF THE FABRIC, TERMINATED WITH BAND CLIPS AT CORNER AND GATE POSTS.
- A SIX-INCH BY 1/2-INCH DIAMETER EYEBOLT TO HOLD TENSION WIRE SHALL BE PLACED AT LINE POSTS.
- STRETCHER BARS SHALL BE 3/16-INCH BY 3/4-INCH OR HAVE EQUIVALENT CROSS-SECTIONAL AREA.
- ALL CORNER GATE AND PANELS SHALL HAVE A 3/8-INCH TRUSS ROD WITH TURNBUCKLES.
- ALL POSTS EXCEPT GATE POSTS SHALL HAVE A COMBINATION CAP AND BARBED WIRE SUPPORTING ARM. GATE POSTS SHALL HAVE A DOME CAP.
- OTHER HARDWARE INCLUDES BUT MAY NOT BE LIMITED TO THE CLIPS, BAND CLIPS AND TENSION BAND CLIPS.
- BARBED WIRE GATE GUARDS SHALL BE FITTED WITH DOME CAPS.
- BARBED WIRE SUPPORT ARMS SHALL BE PRESSED STEEL COMPLETE WITH SET BOLT AND LOCK WIRE IN THE ARM.
- ALL CAPS SHALL BE MALLEABLE IRON, DOME OR ACORN SHAPED AS REQUIRED BY PIPE SIZE.
- WHERE THE USE OF CONCERTINA HAS BEEN SPECIFIED, 24-INCH DIAMETERS COIL BARBED TAPE, STAINLESS STEEL, CYCLONE FENCE MODEL G8P TO TYPE III SHALL BE FURNISHED. IT SHALL BE SUPPORTED ABOVE THE TOP RAIL BY USE OF SIX(6) WIRE BARBED WIRE ARMS POSITIONED ATOP EACH LINE/CORNER POST.

PART 3 - EXECUTION

- INSPECTION
TO CONFIRM PROPER DEPTH AND DIAMETER OF POST HOLE EXCAVATIONS. ALL POST HOLES WILL BE EXCAVATED AS PER CONSTRUCTION DOCUMENTS.
- INSTALLATION
 - FOUNDATIONS SHALL HAVE A MINIMUM SIX INCH (6") CONCRETE COVER UNDER POST.
 - ALL FENCE POSTS SHALL BE VERTICALLY PLUMB ; ONE QUARTER INCH (1/4")
 - AT CORNER POSTS, GATE POSTS, AND SIDES OF GATE FRAME, FABRIC SHALL BE ATTACHED WITH STRETCHER AND TENSION BAND-CLIPS AT FIFTEEN(15) INCH INTERVALS.
 - AT LINE POSTS, FABRIC SHALL BE ATTACHED WITH BAND-CLIPS AT FIFTEEN INCH (15") INTERVALS.
 - FABRIC SHALL BE ATTACHED TO BRACE RAILS, TENSION WIRE AND TRUSS RODS WITH TIE-CLIPS AT TWO FOOT (2') INTERVALS.
 - A MAXIMUM GAP OF ONE INCH WILL BE PERMITTED BETWEEN TIE CHAIN LINE FABRIC AND THE FINAL GRADE.
 - GATE SHALL BE INSTALLED SO LOCKS ARE ACCESSIBLE FROM BOTH SIDES.
 - GATE HINGE BOLTS SHALL HAVE THEIR THREADS PEENED OR WELDED TO PREVENT UNAUTHORIZED REMOVAL.
 - CONCRETE TO BE A MINIMUM OF 4,000 PSI AT 7 DAYS. CEMENT SHALL EXCEED ASTM C150, TYPE IIIA.
- PROTECTION
UPON COMPLETION OF ERECTION, INSPECT FENCE MATERIAL AND PAINT FIELD CUTS OR GALVANIZING BREAKS WITH ZINC-BASED PAINT, COLOR TO MATCH THE GALVANIZED METAL.
APPLICABLE STANDARDS
 - ASTM-A120
SPECIFICATION FOR PIPE, STEEL BLACK AND HOT-DIPPED ZINC COATED (GALVANIZED) WELDED AND SEAMLESS, FOR ORDINARY USES.
 - ASTM-A123
ZINC (HOT-DIP GALVANIZED) COATING ON IRON AND STEEL PRODUCTS.
 - ASTM-A153
STANDARD SPECIFICATION FOR ZINC COATING (HOT-DIP) ON IRON AND STEEL HARDWARE.
 - ASTM-A392
SPECIFICATION FOR ZINC-COATED STEEL CHAIN LINK FENCE FABRIC.
 - ASTM-A491
SPECIFICATION FOR ALUMINUM-COATED STEEL CHAIN LINK FENCE FABRIC
 - ASTM-A525
STANDARD SPECIFICATION FOR STEEL SHEET ZINC COATED (GALVANIZED) BY THE HOT-DIPPED PROCESS.

ASTM-A570 SPECIFICATION FOR HOT-ROLLED CARBON STEEL SHEET AND STRIP, STRUCTURAL QUALITY.

ASTM-A535 SPECIFICATION FOR ALUMINUM COATED STEEL BARBED WIRE.

FEDERAL SPECIFICATION RR-F-191- FENCING, WIRE AND POST METAL (AND GATES, CHAIN LINK FENCE FABRIC, AND ACCESSORIES)

DIVISION 3: CONCRETE

SECTION 03000 - BASIC CONCRETE MATERIALS AND METHODS

PART 1 - GENERAL

- WORK INCLUDED
FORMWORK, REINFORCEMENT, ACCESSORIES, CAST-IN-PLACE CONCRETE, FINISHING, AND CURING.
- INSPECTIONS
 - CONTRACTOR IS RESPONSIBLE FOR SCHEDULING BUILDING DEPARTMENT INSPECTIONS REQUIRED FOR HIS SCOPE OF WORK.
 - ALL REINFORCING STEEL SHALL BE INSPECTED AND APPROVED BY THE LESSEE'S CONSTRUCTION MANAGER PRIOR TO PLACEMENT OF CONCRETE.
 - THE LESSEE'S CONSTRUCTION MANAGER SHALL BE NOTIFIED NO LESS THAN 48 HOURS IN ADVANCE OF CONCRETE POURS.
- QUALITY ASSURANCE
 - CONSTRUCT AND ERECT CONCRETE FORMWORK IN ACCORDANCE WITH ACI 301 AND ACI 318.
 - PERFORM CONCRETE REINFORCING WORK IN ACCORDANCE WITH ACI 301, ACI 318, AND ASTM A184.
 - PERFORM CAST-IN-PLACE CONCRETE WORK IN ACCORDANCE WITH ACI 301, ACI 318, AND ACI 117-90.
- SUBMITTALS
SUBMIT CONCRETE MIX AND REINFORCING STEEL SHOP DRAWINGS FOR APPROVAL BY LESSEE CONSTRUCTION MANAGER/ENGINEER. THE SHOP DRAWINGS SHALL BE SUBMITTED IN THE FORM OF TWO (2) CONCRETE MIX DESIGN INFORMATION SHEETS AND TWO (2) BLUELINE DRAWINGS FOR REINFORCING STEEL.

PART 2 - PRODUCTS

- REINFORCEMENT MATERIALS
 - REINFORCEMENT STEEL, ASTM A615, 60 ksi YIELD GRADE, DEFORMED BILLET STEEL BARS, PLAIN FINISH.
 - WELDED STEEL WIRE FABRIC ASTM A185 PLAIN TYPE, IN FLAT SHEETS, PLAIN FINISH.
 - CHAIR, BOLSTERS, BAR SUPPORTS, SPACERS. SIZED AND SHAPED FOR SUPPORTS OF REINFORCING.
 - FABRICATE CONCRETE REINFORCING IN ACCORDANCE WITH ACI 315, ACI 318, ASTM A184
- CONCRETE MATERIALS
 - CEMENT: ASTM C150, PORTLAND TYPE
 - FINE AND COURSE AGGREGATES: ASTM C33 - MAXIMUM SIZE OF CONCRETE AGGREGATE SHALL NOT EXCEED ; ONE INCH (1") SIZE SUITABLE FOR INSTALLATION METHOD UTILIZED OR ONE-THIRD (1/3) CLEAR DISTANCE BEHIND OR BETWEEN REINFORCING.
 - WATER: CLEAN AND NOT DETRIMENTAL TO CONCRETE
 - AIR ENTRAINING ADMIXTURE: ASTM C260
 - BONDING AGENT: LATEX EMULSION FOR BONDING NEW TO OLD CONCRETE AS MANUFACTURED BY DAYTON SUPERIOR.
 - NON-SHRINK GROUT: PREMIXED COMPOUND CONSISTING OF NONMETALLIC AGGREGATE, CEMENT, WATER REDUCING AND PLASTICISING AGENTS.
- CONCRETE MIX
 - CONCRETE MATERIALS SHALL CONFORM TO THE APPROPRIATE A.C.I. REQUIREMENTS FOR EXPOSED STRUCTURAL CONCRETE.
 - MIX AND DELIVER CONCRETE IN ACCORDANCE WITH ASTM C94, ALT. 3.
 - PROPORTIONS OF CONCRETE MATERIALS SHALL BE SUITABLE FOR THE INSTALLATION METHOD UTILIZED AND SHALL RESULT IN DURABLE CONCRETE FOR LOCAL ANTICIPATED AGGRESSIVE ACTIONS. THE DURABILITY REQUIREMENTS OF ACI 318 CHAPTER 4 SHALL BE SATISFIED BASED ON THE CONDITIONS EXPECTED AT THE SITE. PROVIDE CONCRETE AS FOLLOWS:
 - COMPRESSIVE STRENGTH: 4000 psi AT 7 DAYS.
 - SEE SHEET S-1 FOR CAISSON CONCRETE COMPRESSIVE STRENGTH
 - SUMP: 3 INCHES
- EXECUTION
 - INSERTS, EMBEDDED COMPONENTS AND OPENINGS
 - THE CONTRACTOR SHALL COORDINATE AND CROSS-CHECK ARCHITECTURAL, BUILDING & ELECTRICAL DRAWINGS FOR OPENINGS, SLEEVES, ANCHORS, HANGERS, AND OTHER ITEMS RELATED TO CONCRETE WORK AND SHALL ASSUME FULL RESPONSIBILITY FOR THE PROPER LOCATION BEFORE PLACING CONCRETE.
 - PROVIDE FORMED OPENINGS WHERE REQUIRED FOR WORK TO BE EMBEDDED IN AND PASSING THROUGH CONCRETE MEMBERS.
 - COORDINATE WORK OF OTHER SECTIONS IN FORMING AND SETTING OPENING, SLOTS, RECESSES, CHASES, SLEEVES, BOLTS, ANCHORS, AND OTHER INSERTS.
 - INSTALL CONCRETE ACCESSORIES STRAIGHT, LEVEL AND PLUMB.
 - REINFORCEMENT PLACEMENT
 - PLACE REINFORCEMENT, SUPPORTED AND SECURED AGAINST DISPLACEMENT.
 - ENSURE REINFORCING IS CLEAN, FREE OF LOOSE SCALE, DIRT, OR OTHER FOREIGN COATINGS.
 - WELDING IS PROHIBITED ON REINFORCING STEEL AND EMBEDMENTS.
 - MINIMUM CONCRETE COVER FOR REINFORCING SHALL BE THREE INCHES (3") UNLESS OTHERWISE NOTED.
 - CONCRETE COVER FROM TOP OF FOUNDATION TO ENDS OF VERTICAL REINFORCEMENT SHALL NOT EXCEED THREE INCHES (3") NOR BE LESS THAN TWO INCHES (2").
 - PLACING CONCRETE
 - VIBRATE ALL CONCRETE.
 - ALL CONCRETE WORK SHALL ADHERE TO THE LATEST A.C.I. STANDARDS FOR WINTER POURING AND CURING PROCEDURES IF SEASONAL CONDITIONS APPLY
 - CURING
 - AFTER PLACEMENT, PROTECT CONCRETE FROM PREMATURE DRYING.
 - MAINTAIN CONCRETE WITH MINIMAL MOISTURE LOSS AT RELATIVELY CONSTANT TEMPERATURE FOR A PERIOD NECESSARY FOR HYDRATION OF CEMENT AND HARDENING OF CONCRETE.
 - FIELD QUALITY CONTROL
 - SUBMIT THREE (3) CONCRETE TEST CYLINDERS - TAKEN FOR EVERY 15 CUBIC YARD OR LESS. SUBMIT CONCRETE TESTS TO THE PROJECT MANAGER IN ACCORDANCE WITH ASTM - C-31 AND C-39.
 - SUBMIT ONE (1) ADDITIONAL TEST CYLINDER - TAKEN DURING COLD WEATHER POURS, AND CURED ON JOB SITE UNDER SAME CONDITIONS AS CONCRETE IT REPRESENTS.
 - SUBMIT ONE (1) SLUMP TEST - TAKEN FOR EACH SET OF TEST CYLINDERS TAKEN.
 - DEFECTIVE CONCRETE
MODIFY OR REPLACE CONCRETE NOT CONFORMING TO REQUIRED LINES, DETAILS OR ELEVATIONS AT COST OF GC, AS DIRECTED BY ARCHITECT/ENGINEER.

verizon wireless

1515 WOODFIELD ROAD, SUITE 1400
SCHAMBERG, ILLINOIS 60173



600 BUSSE HIGHWAY
PARK RIDGE, IL 60068
PH: 847-698-6400
FAX: 847-698-6401

NO	DESCRIPTION	BY	DATE	PP	JTM	1.			
	ISSUED FOR REVIEW		06/22/15						
	UPDATE PER CITY COMMENTS		06/21/15						

LOC. # 313781

MILLIKIN
UNIVERSITY

1096 W. DECATUR STREET
DECATUR, IL 62522

DRAWN BY:	PP
CHECKED BY:	TAZ
DATE:	06/22/15
PROJECT #:	33-1913

SHEET TITLE

SPECIFICATIONS

SHEET NUMBER

SP-1

CIVIL SERVICE COMMISSION
OPEN SESSION
MINUTES
October 14, 2015

Pursuant to notice the Civil Service Commission of the City of Decatur met in regular session at 12:02 P.M.

PRESENT: CHAIRMAN Robyn McCoy
VICE-CHAIRMAN Jerry Taylor
COMMISSIONER Lori Donley
COMMISSIONER Tony Wilkins
SECRETARY Penny Frank
PERSONNEL SPECIALIST Melissa Rowcliff
ADMINISTRATIVE SECRETARY Sherry Beasley

The Minutes of the September 01, 2015 regular meeting were presented. Commissioner Donley moved that the September 01, 2015 minutes be approved, with the necessary corrections, seconded by Commissioner Taylor, and upon call of the roll, Commissioners Donley, Taylor, McCoy, and Wilkins voted aye. Secretary Frank declared the motion carried.

Commissioner Wilkins moved to recess to Closed Session for the purpose of discussing personnel actions, seconded by Commissioner Donley, and upon call of the roll, Commissioners McCoy, Donley, Wilkins and Taylor voted aye. Secretary Frank declared the motion carried.

Commissioner Donley moved to recess to Open Session, seconded by Commissioner Wilkins, and upon call of the roll, Commissioners Donley, Taylor, McCoy, and Wilkins voted aye. Secretary Frank declared the motion carried.

Commissioner McCoy called for New Business

Personnel Actions

Commissioner Donley moved that the appointments, commendation, promotions, civil service status requests, oral and written reprimands, suspension, leave of absence requests, probationary resignations, probationary termination, and retirements be received, placed on file, and approved, seconded by Commissioner Taylor, and upon call of the roll, Commissioners, McCoy, Donley, Wilkins, and Taylor voted aye. Secretary Frank declared the motion carried.

Authorization Request to Approve Fleet Mechanic Job Description, Commissioner Wilkins moved that the Authorization Request be received, placed on file, and approved, seconded by Commissioner Taylor, and upon call of the roll, Commissioners Taylor, McCoy, Wilkins, and Donley voted aye. Secretary Frank declared the motion carried.

Authorization Request to Approve Lead Fleet Mechanic Job Description, Commissioner Donley moved that the Authorization Request be received, placed on file, and approved, seconded by Commissioner Wilkins, and upon call of the roll, Commissioners Taylor, McCoy, Donley, and Wilkins voted aye. Secretary Frank declared the motion carried.

There being no further business, Commissioner Taylor moved to adjourn the meeting, seconded by Commissioner Wilkins, and upon call of the roll, Commissioners Taylor, Donley, Wilkins, and McCoy voted aye. Secretary Frank declared the meeting adjourned at 12:15 P.M.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Penny Frank".

Penny Frank
Secretary

CIVIL SERVICE COMMISSION
OPEN SESSION
MINUTES
September 01, 2015

Pursuant to notice the Civil Service Commission of the City of Decatur met in regular session at 12:01 P.M.

PRESENT: CHAIRMAN Robyn McCoy
VICE-CHAIRMAN Jerry Taylor
COMMISSIONER Lori Donley
SECRETARY Penny Frank
ADMINISTRATIVE SECRETARY Sherry Beasley
ABSENT: COMMISSIONER Tony Wilkins

The Minutes of the July 23, 2015 regular meeting were presented. Commissioner Donley moved that the July 23, 2015 minutes be approved, with the necessary corrections, seconded by Commissioner Taylor, and upon call of the roll, Commissioners Donley, McCoy, and Taylor voted aye. Secretary Frank declared the motion carried.

Commissioner Taylor moved to recess to Closed Session for the purpose of discussing personnel actions, seconded by Commissioner Donley, and upon call of the roll, Commissioners McCoy, Donley, and Taylor voted aye. Secretary Frank declared the motion carried.

Commissioner Donley moved to recess to Open Session, seconded by Commissioner Taylor, and upon call of the roll, Commissioners Donley, Taylor, and McCoy voted aye. Secretary Frank declared the motion carried.

Commissioner McCoy called for Unfinished Business:

Authorization Request to Approve Final Scores and Eligible Register for Police Patrol Officer, Commissioner Donley moved that the Authorization Request be received, placed on file, and approved, seconded by Commissioner Taylor, and upon call of the roll, Commissioners Donley, McCoy, and Taylor voted aye. Secretary Frank declared the motion carried.

Authorization Request to Approve Final Scores and Eligible Register for Water Meter Reader, Commissioner Taylor moved that the Authorization Request be received, placed on file, and approved, seconded by Commissioner Donley, and upon call of the roll, Commissioners Donley, McCoy, and Taylor voted aye. Secretary Frank declared the motion carried.

Authorization Request to Approve Final Scores and Eligible Register for Automotive Mechanic I, Secretary Frank explained that there was no register for this position. Only one person passed the written test but failed the oral interview. Therefore, the job will be posted again after the test is reviewed.

Authorization Request to Approve Final Scores and Promotional Register for Equipment Operator, Commissioner Taylor moved that the Authorization Request be received, placed on file, and approved, seconded by Commissioner Donley, and upon call of the roll, Commissioners Donley, McCoy, and Taylor voted aye. Secretary Frank declared the motion carried.

Commissioner McCoy called for New Business

Personnel Actions

Commissioner Taylor moved that the commendations, promotion, civil service status requests, oral reprimands, unpaid administrative leave, suspension, leave of absence requests, resignations, probationary resignations, and disability termination be received, placed on file, and approved, seconded by Commissioner Donley, and upon call of the roll, Commissioners, McCoy, Donley, and Taylor voted aye. Secretary Frank declared the motion carried.

Authorization Request to Approve Job Announcement and Establish Promotional Register for Water Plant Operator III, Commissioner Donley moved that the Authorization Request be received, placed on file, and approved, seconded by Commissioner Taylor, and upon call of the roll, Commissioners Donley, McCoy, and Wilkins, voted aye. Secretary Frank declared the motion carried.

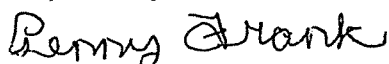
Commissioner McCoy called for Election of Officers

Commissioner Donley motioned to nominate to keep Commissioner McCoy as Chairman of the Civil Service Commission, seconded by Commissioner Taylor, and upon call of the roll, Commissioners Donley, McCoy, and Taylor voted aye. Secretary Frank declared the motion carried.

Commissioner motioned to nominate to keep Commissioner Taylor as Vice Chairman of the Civil Service Commission, seconded by Commissioner McCoy, and upon call of the roll, Commissioners Donley, McCoy, and Taylor voted aye. Secretary Frank declared the motion carried.

There being no further business, Commissioner Donley moved to adjourn the meeting, seconded by Commissioner Taylor, and upon call of the roll, Commissioners Taylor, Donley, and McCoy voted aye. Secretary Frank declared the meeting adjourned at 12:10 P.M.

Respectfully Submitted,



Penny Frank
Secretary

1 MINTUES OF THE MEETING
2 OF THE
3 TRAFFIC AND PARKING COMMISSION
4

5 Thursday, October 22, 2015, 4:00 p.m.
6 City Council Chambers
7 Third Floor, Civic Center
8

9
10 A. The October 22, 2015, meeting of the Traffic and Parking Commission was called to order
11 at 4:02 p.m. in the City Council Chambers, Third Floor, Decatur Civic Center, by Acting
12 Chairman, Nikki Garry.
13

14 B. Roll Called by Acting Chairman, Nikki Garry:
15

	Citizen Members	Attendance	Term Expires		Staff Members	Attendance
X	Wick Anderson	15/23	10/1/2016	X	James Getz, Jr, Police	1/1
	Marian Winter	14/17	10/1/2015	X	Lyle Meador, Fire	20/23
X	Nikki Garry	20/23	10/1/2016	X	Griffin Enyart, Eng.	1/1
	Bob Luther	2/6	10/1/2015	X	Suzie Stickle, Planning	2/2
X	John Ninnemann	4/4	10/1/2016			

16
17 C. Reviewed Agenda. Lyle Meador motioned to approve the agenda; seconded by Wick
18 Anderson and on call of the roll, Commission Members Enyart, Ninnemann, Getz, Meador,
19 and Stickle voted aye. The Chairman declared the motion carried.
20

21 D. Old Business. None.
22

23 **NEW BUSINESS**
24

25 **Item #1 Request for a stop sign at the intersection of Warren Street/King Street**
26 **facing King Street.**
27

28
29 Griffin Enyart reported that for many years the intersection of East King Street and North
30 Warren Street has had very little traffic. With the new addition of Crossing Healthcare at the
31 southwest corner of this intersection, the amount of new traffic brought about the request from
32 Crossing Healthcare to add stop signs to the intersection. Several narrowly avoided accidents
33 were cited as the reasons for needing the stop signs.
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36 Due to the low amount of traffic prior to the opening of Crossing Healthcare it is unlikely that
37 there is any recent history of accidents. A vast majority of traffic at this intersection is new to the
38 area and may be unfamiliar with how to properly yield right of way. Shortly after the opening of

Crossing Healthcare, the chief of police issued a 90day order establishing the intersection as a four way stop while the traffic could be studied to determine the appropriate level of traffic control at the intersection. City performed traffic counts found that traffic volumes were not high enough to warrant a four way stop, but a two way stop facing the minor street was determined to be more appropriate. A "Cross Traffic Does Not Stop" will be placed below each sign to notify motorist that it is just a two way stop.

City staff recommends stop signs be installed facing King Street. Warren Street carries a higher volume of traffic making King Street the minor street

John Ninneman motioned to move forward with the installation of stop signs facing King Street. Seconded by Wick Anderson, and on call of the roll, Commission Members Anderson, Ninneman, Meador, Getz, Stickle and Enyart voted aye. The chairman declared the motion carried.

Item #2 Request for handicap parking at 1087 West King Street.

City staff was contacted by the resident of 1087 West King Street requesting a handicap parking stall be placed in front of his residence. When contacted the resident provided proof of medical form and handicap permit. The property does not have a driveway off of the street requiring the resident to either park on the street or behind his house off of the alley. There is no paved surface behind the house to park the vehicle. Resident prefers to park on the street in front of his house. Parking is currently allowed on the south side of the street. Staff recommends approval.

Wick Anderson motioned to move forward with the request for handicap parking at 1087 West King Street. Seconded by John Ninneman, and on call of the roll, Commission Members Anderson, Ninneman, Meador, Getz, Stickle, and Enyart voted aye. The chairman declared the motion carried.

E. Other Business. None

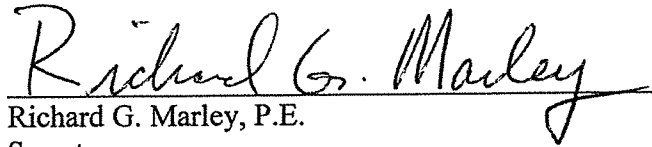
F. Appearance of Citizens. None

James Getz Jr. motioned to adjourn the meeting; seconded by Brian Elam, and on call of the roll, Commission Members Anderson, Ninnemann, Meador, Enyart and Stickle voted aye. The Chairman declared the motion carried.

Meeting adjourned at 4:12p.m.

Certification

I, Richard G. Marley, Secretary of the Traffic & Parking Commission, do hereby certify that the foregoing is a true and correct copy of the minutes of the Traffic and Parking Commission meeting of October 22, 2015

A handwritten signature in black ink, reading "Richard G. Marley". The signature is written in a cursive style with a horizontal line underneath the name.

Richard G. Marley, P.E.
Secretary
Traffic and Parking Commission

Public Works

DATE: 11/9/2015

MEMO: 2015-43

TO: Honorable Mayor Moore Wolfe and City Council Members

FROM: Tim Gleason, City Manager
Richard G. Marley, P.E., Public Works Director

SUBJECT: Ordinance Establishing Handicap Parking Space in Front of 1087 West King Street

SUMMARY RECOMMENDATION: Staff recommends the approval of the attached Ordinance authorizing the installation of a handicap parking space in front of 1087 West King Street as recommended by the Traffic and Parking Commission

BACKGROUND:

On October 22, 2015, the Traffic & Parking Commission approved a request from City staff recommending the installation of a handicap parking space in front of 1087 West King Street, which was requested by Willie Jelks, who resides at this location. Public parking is currently allowed on the south side of the street at this location. The house is located on the south side of the street.

The Traffic and Parking Commission's recommendation is attached with the ordinance for Council's review.

Schedule: Installation is normally completed within 10 days of Council authorization.

POTENTIAL OBJECTIONS: No objections anticipated

INPUT FROM OTHER SOURCES:

Traffic and Parking Commission

STAFF REFERENCE: Richard Marley, Public Works Director and Matt Newell, City Engineer, at 424-2747. Richard Marley will be in attendance at the City Council meeting to answer any questions of the Council on this item.

BUDGET/TIME IMPLICATIONS:

Budget Impact: Budgetary impacts are approximately \$400 for the installation of the requested signs and pavement markings.

Staff Impact: Approximately 4 hours of staff time to make and install the signs.

COPY: Traffic and Parking Commission
Willie Jelks
Gary and Gloria Allison

ATTACHMENTS:

Description	Type
2015-43 Ordinance	Ordinance
2015-43 Recommendation	Backup Material
2015-43 Map of Parking	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Public Works	Marley, Richard	Approved	11/10/2015 - 12:51 PM
Legal Department	Morthland, Wendy	Approved	11/10/2015 - 4:18 PM
City Manager	Tyus, Billy	Approved	11/10/2015 - 4:45 PM
City Manager	Tyus, Billy	Approved	11/10/2015 - 4:45 PM

ORDINANCE NO. _____

**ORDINANCE ESTABLISHING HANDICAPPED PARKING SPACE
- IN FRONT OF 1087 WEST KING STREET -**

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

Section 1. That when appropriate signs or markings are provided giving notice thereof, parking be, and it is hereby, prohibited in front of 1087 West King Street at all times and the same is hereby restricted to only those vehicles bearing special registration plates issued for operation of vehicles by or for the physically handicapped, or those vehicles displaying a handicapped decal.

Section 2. That any person, firm or corporation who shall violate any of the provisions of this Ordinance shall, upon conviction, be fined, not to exceed, Two Hundred Fifty Dollars (\$250.00) for each offense.

Section 3. That the provisions of all Ordinances in conflict with the provisions of this Ordinance which insofar as the same do conflict therewith be, and the same are hereby, repealed.

PRESENTED, PASSED, APPROVED AND RECORDED this 16th day of November, 2015.

JULIE MOORE WOLFE, MAYOR

ATTEST:

DEBRA G. BRIGHT, CITY CLERK

PUBLISHED this ____ day of _____, 2015.

DEBRA G. BRIGHT, CITY CLERK

1 MINTUES OF THE MEETING
2 OF THE
3 TRAFFIC AND PARKING COMMISSION
4

5 Thursday, October 22, 2015, 4:00 p.m.
6 City Council Chambers
7 Third Floor, Civic Center
8

9
10 A. The October 22, 2015, meeting of the Traffic and Parking Commission was called to order
11 at 4:02 p.m. in the City Council Chambers, Third Floor, Decatur Civic Center, by Acting
12 Chairman, Nikki Garry.
13

14 B. Roll Called by Acting Chairman, Nikki Garry:
15

	Citizen Members	Attendance	Term Expires		Staff Members	Attendance
X	Wick Anderson	15/23	10/1/2016	X	James Getz, Jr, Police	1/1
	Marian Winter	14/17	10/1/2015	X	Lyle Meador, Fire	20/23
X	Nikki Garry	20/23	10/1/2016	X	Griffin Enyart, Eng.	1/1
	Bob Luther	2/6	10/1/2015	X	Suzie Stickle, Planning	2/2
X	John Ninnemann	4/4	10/1/2016			

16
17 C. Reviewed Agenda. Lyle Meador motioned to approve the agenda; seconded by Wick
18 Anderson and on call of the roll, Commission Members Enyart, Ninnemann, Getz, Meador,
19 and Stickle voted aye. The Chairman declared the motion carried.
20

21 D. Old Business. None.
22

23 **NEW BUSINESS**
24

25 **Item #1 Request for a stop sign at the intersection of Warren Street/King Street**
26 **facing King Street.**
27

28
29 Griffin Enyart reported that for many years the intersection of East King Street and North
30 Warren Street has had very little traffic. With the new addition of Crossing Healthcare at the
31 southwest corner of this intersection, the amount of new traffic brought about the request from
32 Crossing Healthcare to add stop signs to the intersection. Several narrowly avoided accidents
33 were cited as the reasons for needing the stop signs.
34

35
36 Due to the low amount of traffic prior to the opening of Crossing Healthcare it is unlikely that
37 there is any recent history of accidents. A vast majority of traffic at this intersection is new to the
38 area and may be unfamiliar with how to properly yield right of way. Shortly after the opening of

Crossing Healthcare, the chief of police issued a 90day order establishing the intersection as a four way stop while the traffic could be studied to determine the appropriate level of traffic control at the intersection. City performed traffic counts found that traffic volumes were not high enough to warrant a four way stop, but a two way stop facing the minor street was determined to be more appropriate. A "Cross Traffic Does Not Stop" will be placed below each sign to notify motorist that it is just a two way stop.

City staff recommends stop signs be installed facing King Street. Warren Street carries a higher volume of traffic making King Street the minor street

John Ninneman motioned to move forward with the installation of stop signs facing King Street. Seconded by Wick Anderson, and on call of the roll, Commission Members Anderson, Ninneman, Meador, Getz, Stickle and Enyart voted aye. The chairman declared the motion carried.

Item #2 Request for handicap parking at 1087 West King Street.

City staff was contacted by the resident of 1087 West King Street requesting a handicap parking stall be placed in front of his residence. When contacted the resident provided proof of medical form and handicap permit. The property does not have a driveway off of the street requiring the resident to either park on the street or behind his house off of the alley. There is no paved surface behind the house to park the vehicle. Resident prefers to park on the street in front of his house. Parking is currently allowed on the south side of the street. Staff recommends approval.

Wick Anderson motioned to move forward with the request for handicap parking at 1087 West King Street. Seconded by John Ninneman, and on call of the roll, Commission Members Anderson, Ninneman, Meador, Getz, Stickle, and Enyart voted aye. The chairman declared the motion carried.

E. Other Business. None

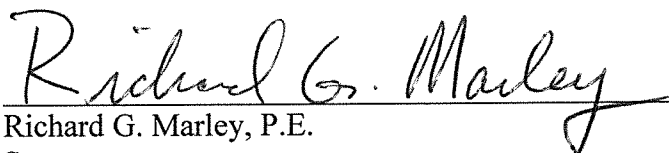
F. Appearance of Citizens. None

James Getz Jr. motioned to adjourn the meeting; seconded by Brian Elam, and on call of the roll, Commission Members Anderson, Ninnemann, Meador, Enyart and Stickle voted aye. The Chairman declared the motion carried.

Meeting adjourned at 4:12p.m.

Certification

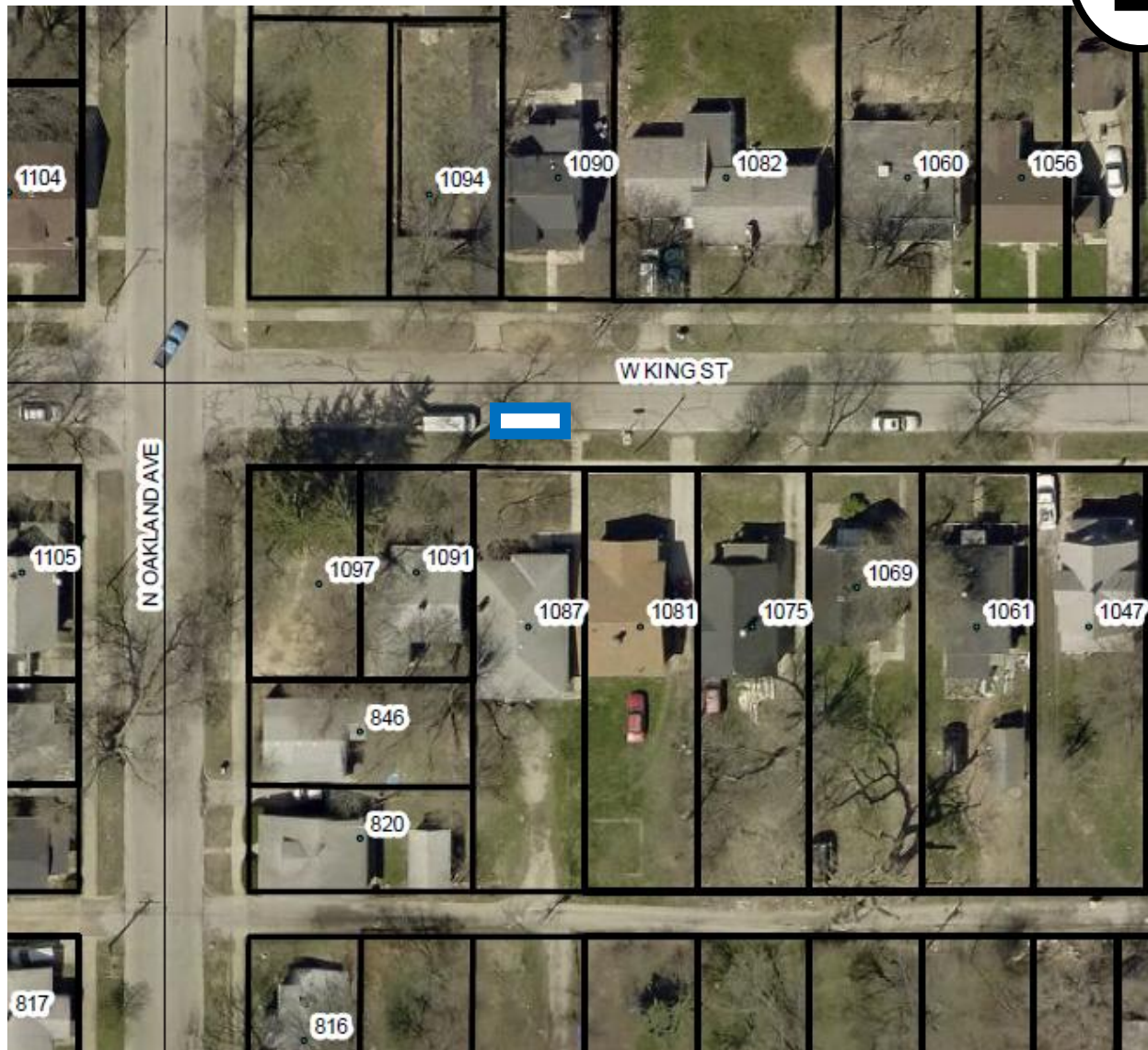
I, Richard G. Marley, Secretary of the Traffic & Parking Commission, do hereby certify that the foregoing is a true and correct copy of the minutes of the Traffic and Parking Commission meeting of October 22, 2015

A handwritten signature in black ink, reading "Richard G. Marley". The signature is written in a cursive style with a horizontal line underneath the name.

Richard G. Marley, P.E.
Secretary
Traffic and Parking Commission

**REQUESTED HANDICAP PARKING
1087 WEST KING STREET**

2



 **PROPOSED HANDICAP PARKING SPACE**

**City of Decatur, Illinois
Public Works Department
Engineering Division**

Public Works

DATE: 11/9/2015

MEMO: 2015-42

TO: Honorable Mayor Moore Wolfe and City Council Members

FROM: Tim Gleason, City Manager
Richard G. Marley, P.E., Public Works Director

SUBJECT: Ordinance Authorizing the Installation of stop signs at the intersection of North Warren Street and East King Street facing East King Street

SUMMARY RECOMMENDATION: Staff recommends the approval of the attached Ordinance authorizing the installation of stop signs at the intersection of North Warren Street and East King Street facing East King Street.

BACKGROUND:

On October 22, 2015 the Traffic & Parking Commission approved a request from City staff recommending that stop signs be installed at the intersection of North Warren Street and East King Street with the stop sign facing East King Street.

The Traffic and Parking Commission's recommendation is attached with the ordinance for Council's review.

Schedule: Installation is normally completed within 10 days of Council authorization.

POTENTIAL OBJECTIONS: No objections anticipated.

INPUT FROM OTHER SOURCES:

Traffic and Parking Commission

STAFF REFERENCE: Richard Marley, Public Works Director, and Matt Newell, City Engineer. Richard Marley, Public Works Director, will be in attendance at the City Council meeting to answer any questions of the Council on this item. This Memorandum was prepared by Griffin Enyart, Civil Engineer I

BUDGET/TIME IMPLICATIONS:

Budget Impact: Budgetary impacts are approximately \$250 for the installation of the requested signs and pavement markings.

Staffing Impact: Approximately 2 hours of staff time to make and install the signs.

COPY:**Traffic and Parking Commission****ATTACHMENTS:**

Description	Type
2015-42 Ordinance	Ordinance
2015-42 Recommendation	Backup Material
2015-42 Map	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Public Works	Marley, Richard	Approved	11/9/2015 - 5:48 PM
Legal Department	Morthland, Wendy	Approved	11/10/2015 - 4:16 PM
City Manager	Tyus, Billy	Approved	11/10/2015 - 4:42 PM
City Manager	Tyus, Billy	Approved	11/10/2015 - 4:42 PM

ORDINANCE NO. _____

**ORDINANCE ESTABLISHING STOP INTERSECTION
- NORTH WARREN STREET AND EAST KING STREET -**

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

Section 1. That when appropriate signs are erected giving notice thereof, the driver of a vehicle on East King Street approaching North Warren Street from the east and west shall stop and yield the right-of-way to vehicles on North Warren Street which have entered the intersection of said street or which are approaching so closely thereto as to constitute an immediate hazard, but said driver having so stopped and yielded the right-of-way may proceed at such time as a safe interval occurs.

Section 2. That the provisions of all Ordinances in conflict with the provisions of this Ordinance which insofar as the same do conflict therewith be, and the same are hereby, repealed.

PRESENTED, PASSED, APPROVED AND RECORDED this 16th day of November, 2015.

JULIE MOORE WOLFE, MAYOR

ATTEST:

DEBRA G. BRIGHT, CITY CLERK

PUBLISHED this ____ day of _____, 2015.

DEBRA G. BRIGHT, CITY CLERK

1 MINTUES OF THE MEETING
2 OF THE
3 TRAFFIC AND PARKING COMMISSION
4

5 Thursday, October 22, 2015, 4:00 p.m.
6 City Council Chambers
7 Third Floor, Civic Center
8

9
10 A. The October 22, 2015, meeting of the Traffic and Parking Commission was called to order
11 at 4:02 p.m. in the City Council Chambers, Third Floor, Decatur Civic Center, by Acting
12 Chairman, Nikki Garry.
13

14 B. Roll Called by Acting Chairman, Nikki Garry:
15

	Citizen Members	Attendance	Term Expires		Staff Members	Attendance
X	Wick Anderson	15/23	10/1/2016	X	James Getz, Jr, Police	1/1
	Marian Winter	14/17	10/1/2015	X	Lyle Meador, Fire	20/23
X	Nikki Garry	20/23	10/1/2016	X	Griffin Enyart, Eng.	1/1
	Bob Luther	2/6	10/1/2015	X	Suzie Stickle, Planning	2/2
X	John Ninnemann	4/4	10/1/2016			

16
17 C. Reviewed Agenda. Lyle Meador motioned to approve the agenda; seconded by Wick
18 Anderson and on call of the roll, Commission Members Enyart, Ninnemann, Getz, Meador,
19 and Stickle voted aye. The Chairman declared the motion carried.
20

21 D. Old Business. None.
22

23 **NEW BUSINESS**
24

25 **Item #1 Request for a stop sign at the intersection of Warren Street/King Street**
26 **facing King Street.**
27

28
29 Griffin Enyart reported that for many years the intersection of East King Street and North
30 Warren Street has had very little traffic. With the new addition of Crossing Healthcare at the
31 southwest corner of this intersection, the amount of new traffic brought about the request from
32 Crossing Healthcare to add stop signs to the intersection. Several narrowly avoided accidents
33 were cited as the reasons for needing the stop signs.
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36 Due to the low amount of traffic prior to the opening of Crossing Healthcare it is unlikely that
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38 area and may be unfamiliar with how to properly yield right of way. Shortly after the opening of

Crossing Healthcare, the chief of police issued a 90day order establishing the intersection as a four way stop while the traffic could be studied to determine the appropriate level of traffic control at the intersection. City performed traffic counts found that traffic volumes were not high enough to warrant a four way stop, but a two way stop facing the minor street was determined to be more appropriate. A "Cross Traffic Does Not Stop" will be placed below each sign to notify motorist that it is just a two way stop.

City staff recommends stop signs be installed facing King Street. Warren Street carries a higher volume of traffic making King Street the minor street

John Ninneman motioned to move forward with the installation of stop signs facing King Street. Seconded by Wick Anderson, and on call of the roll, Commission Members Anderson, Ninneman, Meador, Getz, Stickle and Enyart voted aye. The chairman declared the motion carried.

Item #2 Request for handicap parking at 1087 West King Street.

City staff was contacted by the resident of 1087 West King Street requesting a handicap parking stall be placed in front of his residence. When contacted the resident provided proof of medical form and handicap permit. The property does not have a driveway off of the street requiring the resident to either park on the street or behind his house off of the alley. There is no paved surface behind the house to park the vehicle. Resident prefers to park on the street in front of his house. Parking is currently allowed on the south side of the street. Staff recommends approval.

Wick Anderson motioned to move forward with the request for handicap parking at 1087 West King Street. Seconded by John Ninneman, and on call of the roll, Commission Members Anderson, Ninneman, Meador, Getz, Stickle, and Enyart voted aye. The chairman declared the motion carried.

E. Other Business. None

F. Appearance of Citizens. None

James Getz Jr. motioned to adjourn the meeting; seconded by Brian Elam, and on call of the roll, Commission Members Anderson, Ninnemann, Meador, Enyart and Stickle voted aye. The Chairman declared the motion carried.

Meeting adjourned at 4:12p.m.

Certification

I, Richard G. Marley, Secretary of the Traffic & Parking Commission, do hereby certify that the foregoing is a true and correct copy of the minutes of the Traffic and Parking Commission meeting of October 22, 2015

A handwritten signature in black ink, reading "Richard G. Marley". The signature is written in a cursive style with a horizontal line underneath the name.

Richard G. Marley, P.E.
Secretary
Traffic and Parking Commission

**REQUESTED STOP SIGNS
WARREN STREET AND KING STREET**

1



 **PROPOSED STOP SIGNS
w/ CROSS TRAFFIC DOES NOT
STOP PLAQUE.**

ADT (vehicles) = Average Daily Traffic

SPEED DATA:

xx mph = Average Speed

(xx mph) = 85th Percentile Speed

**City of Decatur, Illinois
Public Works Department
Engineering Division**

Development Services

DATE: 11/9/2015

MEMO: No. 15-47

TO: Honorable Mayor Julie Moore Wolfe and City Council

FROM: Tim Gleason, City Manager
Billy Tyus, Assistant City Manager for Development Services

SUBJECT: Amendment to the Agreement with the State of Illinois for the Illinois Transportation Enhancement Program Corridors Project, Project TE-00D7 (40), Job P-97-011-11

SUMMARY RECOMMENDATION: It is recommended that the City Council authorize an Amendment to the Agreement with the State of Illinois for the ITEP enhancement grant to extend the date of the obligation to February 2017.

BACKGROUND:

The State of Illinois announced that the City would be receiving a grant of up to \$1 million in early 2010 as part of the Illinois Transportation Enhancement grant program to address the condition of local corridors. The grant provides an 80% reimbursement for certain costs intended to be used to improve the appearance of two of the City's primary entryways – U.S. 51 and U.S. Route 36/Eldorado Street – specifically through the addition of monuments, signage and landmarks. Originally, it had been our understanding based on discussions with some IDOT staff and railroad companies serving the area that work to improve overhead railroad structures would be performed and allowed as part of the grant. We have since learned through extended discussions with the railroads that this work will not be feasible due in part to newly discovered railroad restrictions. The Illinois Department of Transportation has been continuously willing to work with the city since that time in helping to adjust the scope of the project after determinations were made that the original concept for the project could no longer be realized.

The obligation limits of Local Agency Agreements such as the agreement governing this grant are for a period of five years from the date of execution. Upon further review and the change in the scope of the project, IDOT has requested that the City authorize changing the expiration date to February 28, 2017.

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

INPUT FROM OTHER SOURCES:

Illinois Department of Transportation

STAFF REFERENCE: Billy Tyus, Assistant City Manager for Development Services
can be reached at btyus@decaturil.gov or 217-424-2727

BUDGET/TIME IMPLICATIONS: There are no additional costs attached to this contract amendment.

ATTACHMENTS:

Description	Type
Resolution	Resolution Letter
Amendment to Extend	Backup Material
Affidavit to Extend	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Development Services	Bright, Debbie	Approved	11/11/2015 - 11:09 PM

RESOLUTION NO. _____

RESOLUTION TO AMEND AGREEMENT WITH THE ILLINOIS DEPARTMENT
OF TRANSPORTATION TO REVISE THE ESTIMATED ENDING DATE FOR
COMPLETION FOR ILLINOIS TRANSPORTATION ENHANCEMENT PROGRAM,
PROJECT TE-00D7 (40), Job P-97-011-11

WHEREAS, it is necessary to revise the estimated ending date for completion and thereby the obligation end date of Job P-97-011-11, known as State Section 10-00012-00-MS;

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

Section 1. That it is mutually agreed that the revised ending date of Obligation AL11423 be extended to February 28, 2017, and

Section 2. That all remaining provisions of the original agreement or prior amendments are not altered by this amendment.

Section 3. That the Mayor and City Clerk be, and they are hereby, authorized and directed to sign, seal and attest said Amendment to Agreements on behalf of the City.

Section 4. That the Clerk shall immediately transmit two certified copies of this resolution to the district office of the Department of Transportation, at Effingham, Illinois.

PRESENTED and ADOPTED this 16th day of November, 2015.

JULIE MOORE WOLFE, MAYOR

ATTEST:

DEBRA BRIGHT, CITY CLERK

AMENDMENT TO EXTEND

Local Agency: **City of Decatur**
Job Number: P-97-011-11
Obligation: **AL11423**
Submitting Agency: Department of Transportation
Division: Bureau of Local Roads
Address: 2300 South Dirksen Parkway
Springfield, IL. 62764

Whereas it is necessary to revise the estimated ending date for completion of Job P-97-011-11 and thereby the obligation end date,

It is mutually agree that the revised ending date of Obligation AL11423 be extended to February 28, 2017, making the term of this agreement March 1, 2011 to February 28, 2017.

All remaining provisions of the original agreement or prior amendments are not altered by this amendment.

Julie Moore Wolfe

Name of Official (Print or Typed Name)

Mayor

Title (County Board Chairperson/Mayor/Village President, etc.)

Signature

Date

Randall S. Blankenhorn, Secretary of Transportation

Date

By: _____

Aaron A. Weatherholt, Deputy Director of Highways

Date

Omer Osman, Director of Highways

Date

AFFIDAVIT TO EXTEND/LOCAL AGENCY

Local Agency: **City of Decatur**
Address: 1 Gary K. Anderson Plaza
Decatur, IL 62523

Obligation: **AL11423**

Submitting Agency: Department of Transportation
Division: Bureau of Local Roads
Address: 2300 South Dirksen Parkway
Springfield, IL. 62764

I, Julie Moore Wolfe, **Mayor of the City of Decatur** (Local Agency), hereby state the following:

We concur with the request to extend the term of the subject agreement for reimbursement to the Local Agency for costs incurred for work performed on Job P-97-011-11. All work performed is within the terms of the work specified in the agreement.

At the time the agreement was effective, the Local Agency anticipated that the state would extend the term of the agreement until the work was completed since this work is required to be performed for the Department of Transportation on behalf of the State of Illinois. This amendment to extend the term of the agreement is made and entered into between the Illinois Department of Transportation and the **City of Decatur**.

City of Decatur signed the amendment on : _____.

IDOT obtained the necessary signatures for the amendment on: _____.

Affiant:

(Name)

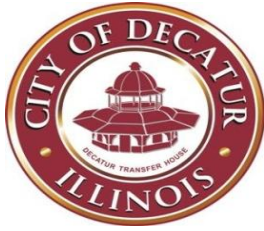
(Date)

Subscribed and sworn before me this _____ day of _____, 20____

Notary Public

My Commission Expires:

(Seal)



CITY OF DECATUR ILLINOIS

ONE GARY K. ANDERSON PLAZA

DECATUR, ILLINOIS 62523

Treasurers Financial Report October 2015

City Financial Position

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

The 2015 budget for the City was approved on December 1, 2014 by the City Council with Council Resolution 2014-138 with General Fund budgeted Revenue of \$63.2 and Expense of \$64.7 million. This includes a cash basis deficit of \$1.5 million, a direct result of the cash basis occurrence of the 27th payroll in fiscal 2015. The occurrence of the 27th cash basis payroll presents no negative result on City operations, cash flow or financial performance when viewed on an accrual basis, which is the final reporting measure viewed externally by the financial community in any credit rating for bond or other debt issuance.

Challenges and unknowns remain for 2015.

- A new Governor in the State House and how the State budget is affected,
- The implication of the State “roll back” of the “temporary” income tax increase,
- Continued development of the local economy,
- Manufacturing employment in the local economy,
- Economic development success in the City and region

All of these factors will have significant impact on the financial position, condition, development and progress of the City of Decatur in 2015.

In addition, we have challenges facing the City in the funding for City priorities including:

- Equipment replacement,
- Road and street maintenance,
- Neighborhood restoration and improvement, including blighted property removal

The City and Council will work together to explore the possibilities to affect positive change and to explore the possibilities to fund the actions that will be required to continue to move the City of Decatur forward in 2015.

Current Financial Affairs

Cash Position

Cash position of the city remains stable with \$62.4 million in cash & investment balance as of October 31, 2015. The General Fund cash position is \$3.3 million.

The Recycling Fund made a cash payment to the Water Operating Fund in the month of October in the amount of \$100k million thereby reducing the Recycling Fund outstanding cash advance due to the Water Operating Fund to \$100k. The Recycling Fund will repay the Water Operating Fund in fiscal 2015 and beyond as Recycling Fund cash flow allows.

The City cash position increased to \$62.4 million as of October 31 versus the level of \$68.5 million as of the end of September, 2015. The cash decrease is primarily the result of the payment of contractor invoices of the Lake Decatur dredging initiative.

The General Fund cash position is \$3.3 million as of the end of October, 2015, and represents a decrease from the General Fund cash position of \$3.5 million as of the end of September, 2015. The in month October General Fund performance was a cash deficit of \$0.2 million, resulting in the General Fund cash position decrease versus the cash position at the end of September. The October deficit resulted from State failure to distribute video gaming (\$75k) and use tax (\$150k) revenues to local governments in the month of October.

City Council and City Administration have previously defined a desired General Fund cash balance reserve position of \$5.0 million as a target for cash balance in the General Fund. In 2014 goal setting sessions with the City Council, the City proposed a revised target for General Fund cash reserve of \$8.0 million that would represent a 45+ day cash reserve of General Fund annual expenditure. The Government Finance Officers Association (GFOA), a recognized authority in municipal government best practice policy matters, recommends a general fund cash reserve that provides coverage of 1-2 months of general fund expenditures. The target reserve level of \$8 million is derived from this best practice recommendation. Achievement of the best practice General Fund reserve level in the \$8 million range is a mid-term period target of the City to secure a best practice cash reserve level for the General Fund.

General Fund Position

City General Fund Position of revenue received versus expense incurred to date is as follows for the period ending September, 2015.

\$ (000)	Budget (4)	Year To Date (1)	Budget Target (2)	% vs Target (3)
Revenue	63,460	52,907	54,548	(3)%
Expense	65,010	52,975	54,480	(3)%
Surplus(deficit)	(1,550)	(68)	68	

Chart notes

1 – actual year to date general fund revenue and expense

2 – budget year to date general fund revenue and expense

3 – year to date percentage comparison of actual to budget

4 – annual budget, as amended with annual appropriation ordinance 2015-10

General Fund Revenue Comments

Certain major general fund revenue items are tracking in the range of, or above expected receipt levels, versus the full year budget. However, several of the more significant tax distributions within the range of the budget are in fact below budget, i.e., sales tax, use tax, utility tax(s) and video gaming tax. The 1-6% shortfalls in these tax items collectively aggregate to the 3% revenue shortfall to date.

The Statehouse has suspended DofR distributions of video gaming tax, motor fuel tax, and local use tax, citing, the lack of an approved budget as the reason.

The video gaming distribution is now 4 months in arrears (July, August, September, October) amounting to \$295k, the motor fuel tax distribution 3 months in arrears (August, September, October) amounting to \$502k, and the local use tax distribution 2 months in arrears (September, October) amounting to \$291k.

The total funds not distributed to the City as a result of the budget stalemate is \$1,088k as of the end of October, with the City General Fund impacted by \$586k.

The State of Illinois is two months in arrears in the distribution of income tax, whereas the City has not received the September and October distributions, amounting to \$1.2 million. The State made two distributions in January; no distribution in February, one distribution each in March, April, May, June, July, August, two distributions in September and no distribution in October.

With the state income tax distribution received in September (none received in October), the City has now received \$6.8 million of the \$7.6 million full year budget expectation, or 90% of the full year budget, placing the City ahead of budget. This is good news for Decatur as far as the state income tax distribution is concerned, but continues to be tempered by the budget stalemate in the statehouse and whether or not the state release of LGDF monies will flow as normal to local government agencies.

City Administration will continue to monitor the development of state income tax, state and local home rule sales tax distributions to the City as well as all other key revenue contributors.

Key Economic Driven General Fund Revenues

Key General Fund revenues supporting General Fund expenses are presented in the chart below depicting the full year budget, year to date revenue received, with comparison to the full year budget and prior year revenue receipt. With ten months into the twelve month cycle, the year-to-date benchmark is 83% of the full year budget revenue.

\$ (000)	2015 Budget	2015 YTD	YTD % of Year Budget	2014 YTD	% Change yr vs yr
State Sales Tax	11,829	9,536	81%	9,426	1%
Local Sales Tax	10,954	8,447	77%	8,622	(2)%
State Income Tax	7,600	6,821	90%	6,564	4%
Food & Beverage Tax	3,112	2,601	84%	2,555	2%
Telephone Tax	2,189	1,723	79%	1,866	(8)%
Utility Tax (Gas & Elec)	1,736	1,321	69%	1,406	(6)%
State Local Use Tax	1,492	1,087	73%	1,157	(6)%
Cable TV Tax	1,109	1,062	96%	1,050	1%
State Replacement Tax	1,132	1,126	99%	1,042	8%
Hotel Motel Tax	652	578	89%	547	6%
Video Gaming Tax	535	328	61%	432	(24)%

Alert – The budget discussions continue in the State House. While the conclusions remain unknown at this time, of note is the fact that the October distributions have flowed to local government agencies as normal, with the exception of the video gaming tax, use tax and motor fuel tax. Despite the normal distribution flow of certain key revenue drivers from the state in October, we remain cautious. The City will continue to monitor the developments and will advise the Council accordingly as more information becomes available. In the meantime, the City will remain diligent with expense control.

Sales Tax – to date, state sales tax is 2% behind the budget target; local sales tax is 6% behind the budget target. State sales tax revenue to date is 1% ahead of one year ago, while local sales tax revenue is 2% behind one year ago. This revenue stream is “**the primary funding source driver**” financing the general fund, representing a revenue stream approaching \$23 million or 36% of the general fund revenue.

State Income Tax – **to date 7% ahead of the full year target and 4% above one year ago.** The 2015 budget was conservatively projected (as we envisioned at the time of the 2015 budget development), however, the distributions are at best difficult to project. The November and December distributions has been published by the Illinois DofR, these distributions, if received, will result on a total in year income tax revenue from the State of \$8.0 million. This revenue stream is “**a primary funding source driver**” financing the general fund, representing a revenue stream of \$7.6 million (original budget) or 12% of the general fund revenue.

Telephone Tax – to date 4% behind the full year target at this point of the year, the to-date distribution is 8% below one year ago. We continue to attribute the decline versus the prior year to the continued consumer shift to mobile telephones eliminating land line telephones, thereby reducing the number of telephone lines available to tax.

Gas & Electric Utility Tax – to date 14% behind the full year budget target and below the prior year by 6%. We attribute the reduction versus one year ago to the less severe winter in 2015 versus 2014.

State Replacement Tax - to date above the full year target and 8% above one year ago. The 2015 budget was conservatively projected (as we envisioned at the time of the 2015 budget development), however, the distributions are at best difficult to project.

Hotel Use Tax - to date 6% above the full year target and 6% above one year ago. With the current position, the previously predicted recovery has occurred over the summer season months with further benefit resulting from the Farm Progress Show in early September. A good year for hotel use tax.

Video Gaming Tax – no distributions received in July, August, September and October as the state has declared that no video gaming tax distributions can be made without a state budget and the resultant appropriation. The distributions not received amount to \$295k. The current range of video gaming distribution to the City is on the order of \$75k per month. We can live in the short term without this distribution, however, longer term will place further stain on our general fund balance.

General Fund Expense Comments

General Fund expense in the month of \$4.2 million was below the budget expectation of \$4.4 million. To date, General Fund expense is below budget by 3%. City staff continues to rationalize and control expenditures in light of the to-date revenue shortfalls and the uncertainty of state house funding to local governmental agencies.

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

Drug Enforcement	\$0.8 million	Earmarked for police capital as available (\$0.6 million available)
Motor Fuel Tax	\$2.2 million	Earmarked for street repair and maintenance. State has suspended the distribution of MFT tax revenue to local governments. 3 months for amounting to \$502k.
2010 Bond Construction	\$0.4 million	Remaining bond fund monies are earmarked for festival power project, Transfer House repairs and Garage C repairs. Cash balance will continue to decline as the projects are completed and construction costs are paid to contractors.
Capital Projects	\$0.1 million	No in year funding is available from General Fund sources. The funding level is substandard to maintain sufficient cap-ex investment requirements properly securing city assets
Debt Fund	\$5.5 million	Earmarked for debt payments on current debt issues
Equipment Replacement	\$0.3 million	Earmarked for emergency replacement of capital equipment. Cash position and lack of in year funding is substandard to maintain capex replacement schedules

Risk Management Fund	\$3.0 million	Coverage level required for ongoing business insurance costs including liability, property, workers compensation
Employee Insurance Fund	\$0.3 million	Coverage for healthcare and other EE benefit expense. Cash position is substandard to the level of adequate cash reserve necessary – desired cash reserve is \$1.5 million
MIS Information Technology	\$0.0 million	Earmarked for technology improvements to City IT infrastructure. MIS Operations were moved to the General Fund with the 2015 budget. Fund balance will be liquidated during this fiscal year
Mass Transit Operations	(\$0.1) million	Awaiting distribution expected in November. Typical balance in mass transit funds – funding provided by state and federal grant receipts – no provision for replacement capex beyond grant funding.
Storm Water Fund	\$0.6 million	Balance will increase as new funding source revenue is received to fund currently defined storm water projects.
Sewer Fund	\$5.5 million	Balance available and revenue flow will fund currently defined sewer projects – longer term prospects for required sewer infrastructure capex replacement will require increased revenue flow to sustain
Water Utility Funds	\$11.1 million	Includes \$1.2 million of Johnson Controls Initiative monies earmarked for project completion investment payment and \$1.0 million in ADM capital cost contribution. Current remaining balance of \$8.9 million represents a 3+ month reserve of water operating expense – best practice reserve is 2+ months – the water rate increases effective May 1, 2013 and beyond has allowed City to finance cap-ex and secure the best practice reserve. The Water Utility Fund continues to operate in accordance with the price increase model expectations
Public Library Fund	\$1.3 million	Library cash balance is restored with the property tax distribution received in June. As discussed in previous financial reports, the Library fund runs out of cash in Q2 of each year. This annual phenomena occurs each year at this time as the Library has no cash reserves and relies on the City to bridge the gap until the Library receives the property tax distribution in June. The Library overdraft is covered by the City without interest financing cost to the Library. City has determined that a reserve cash balance of \$250k is required to secure the Library cash balance without having to rely on the City to cover the overdraft.
Library Capital Fund	\$0.1 million	Newly created fund earmarked for future CapEx requirements
Library Trust Fund	\$0.3 million	Donations received in trust for specific purpose as defined by the donors and unavailable for other use

Trust & Agency Fund balance of \$141.3 million is sequestered in the Police and Fire Pension Funds and are not available for expenditure on other city operations.

Investments

City investment instruments were liquidated in December, 2014 to convert assets to cash for near term 2015 payments to construction contractors for completion of 2010 Bond capital projects.

The City will invest the 2015 Series General Obligation Bond proceeds of \$24 million with short term instruments allowing for security to cash liquidation to enable continued cash flow payments to meet the dredging contractor obligations as required.

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

Debt

Debt outstanding as of December 31, 2014 is \$132.8 and includes all outstanding bond debt, notes and loan payable and capital leases. All debt principal and interest payments are covered within the 2015 fiscal year operating plan and budget and are secured within the current cash flow operations of the City.

New debt instruments planned for in 2015 include issuance of 2015 series bonds for the continuation of the Lake Decatur Dredging initiative, potential debt issue for funding to jump-start required street and road repair within the City footprint, and certain capital leases for the replacement of City fleet vehicles during the course of 2015.

The 2015 Series General Obligation Bond issue closing occurred on September 3, 2015. The par value of the debt issue is \$23.305 million.

Outstanding debt projected at December 31, 2015 is \$149.6 million.

Revenue Tracking

Revenue received in the ten fiscal months ended October of \$155.4 million is 83% of the annual revenue budget of \$188.0 million.

State of Illinois distribution of income tax revenues to local governmental entities is two months delayed, as of October 31, 2015. The amount due to the City of Decatur General Fund is \$1.2 million.

Of note, the property tax revenues received by the City according to the Tax Levy in effect, provide the cash resources to fund City contributions to the Police and Firemen's Pension Fund, fund City contributions to the operation of the Decatur Public Library, provide City funding for a portion of the General Obligation Bond debt payments, provide City funding for approximately 20% of the City contribution to the IMRF (Illinois Municipal Retirement Fund) covering City Management and AFSCME employees, and provides funding for the City contribution to the Decatur Municipal Band.

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

Property Tax in 2015

The 2014 property tax levy, approved by Council in December, 2014, for a tax levy amount of \$11.8 million, was certified by the State of Illinois in early May. Property Tax bills have been issued by the Macon County Treasurer

with 1st payments due in early June. The City received the 1st property tax distribution on June 26, 2015 and the 2nd property tax distribution on September 28, 2015.

Equalized assessed value ("EAV") for the 2014 EAV period, with property tax payable in 2015, amounted to \$822,152,764, a decline in EAV of 1.9% versus the prior year EAV of \$838,097,609. The City had predicted a decline of 0.9%.

The City property tax rate for 2014 EAV with tax payable in 2015 is 1.43527% versus the prior year tax rate of 1.40607%. The City property tax rate remains at 15% of the total property tax rate for City property owners.

The extended property tax levy is \$11,800,111.76, thus being the total amount of City property tax revenues billed to City property owners in 2015.

To date civil city property tax distributions amount to \$10.9 million of the expected full year collection amount of \$11.6 million, or 92% of the full year expectation.

To date TIF Redevelopment District property tax distribution received is \$1.473 million of the expected full year collection of \$1.541 million, or 94% of the full year expectation.

Expenditure Tracking

Expenditures to October of \$135.0 million are 69% of the revised full year budget of \$195.8 million, which represents a 14% to date under spending situation versus the annual budget.

Water Utility

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

Water Utility performance achieved to date is a profit of \$5.1 million on revenues of \$21.4 million. The profit performance achieved to date compares favorably to the year-to-date budget of \$2.8 million, mainly the result of revenues above target and operating expense below target.

The favorable results are attributed to the price increase actions taken in May of 2013, 2014 and 2015, and controlled spending in operating expense which to date in 2015 is below budget.

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

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

Headcount Staffing

Current full time staffing level is 478 FTE's versus budget of 491 FTE's.

Gregg D. Zientara
City Treasurer & Director of Finance
November 10, 2015



Fiscal Year 2015

Fiscal Period Ending October, 2015

City of Decatur

Treasurer's Financial Report

Report Distribution:

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

Prepared By:

Office of the City Treasurer

City of Decatur
Treasurer's Cash Report

Month of: October, 2015

<i>Fund</i>	<i>Fund Name</i>	<i>Opening Cash Balance</i>	<i>Receipts</i>	<i>Disbursements</i>	<i>Balance Sheet Accts Activity</i>	<i>Investment Transfers</i>	<i>Ending Cash Balance</i>	<i>Investments</i>	<i>Total Cash & Investments</i>	<i>Interfund Loans (Borrowing)</i>
10	General Fund GENERAL FUND	3,539,407.91	3,972,052.86	4,177,165.95	(126.48)		3,334,168.34		3,334,168.34	0.00
12	Special Revenue Funds PLANNING FUND	226,555.96	10,407.86	7,224.50	0.00		229,739.32		229,739.32	
17	HOME FUND	209,154.57	50,898.58	54,379.91	(0.00)		205,673.24		205,673.24	
18	CDBG FUND	3,652.98	17,075.38	16,148.85	0.00		4,579.51		4,579.51	
22	DUATS FUND	56,083.34	1.83	1,049.48	0.00		55,035.69		55,035.69	
25	DRUG ENFORCEMENT FUND	701,563.05	65,074.33	64,593.90	92,345.81		794,389.29		794,389.29	
26	DUI FINES AND FEES FUND	127,067.82	7,919.63	19,497.18	(0.00)		115,490.27		115,490.27	
27	POLICE LAB & PROGRAMS	36,733.44	441.21	352.44	0.00		36,822.21		36,822.21	
32	FIRE GRANT	0.00	0.00	0.00	0.00		0.00		0.00	
33	POLICE CAPITAL FUND	263,021.91	1,095.52	0.00	0.00		264,117.43		264,117.43	
35	LIBRARY FUND	1,514,420.23	76,573.89	270,389.22	0.00		1,320,604.90		1,320,604.90	
36	MUNICIPAL BAND FUND	12,914.51	375.59	5,782.47	0.00		7,507.63		7,507.63	
39	JUSTICE ADMIN GRANT	0.15	28,239.75	28,239.90	0.00		0.00		0.00	
46	MOTOR FUEL TAX FUND	2,272,397.87	2,304.43	37,068.66	0.00		2,237,633.64		2,237,633.64	
47	MAJOR MOVES	79,732.83	2.63	0.00	0.00		79,735.46		79,735.46	
49	FIRE CAPITAL FUND	27,196.99	(68.22)	0.00	0.00		27,128.77		27,128.77	
58	LIBRARY CAPITAL	120,034.91	10,004.13	0.00	(0.00)		130,039.04		130,039.04	
59	LIBRARY TRUST FUNDS	280,823.97	30.26	557.55	0.00		280,296.68		280,296.68	
83	NEIGHBORHOOD IMPROVEMENTS	68,956.13	2.28	11.49	0.00		68,946.92		68,946.92	
85	GRANT FUND	22,310.00	0.00	0.00	0.00		22,310.00		22,310.00	
	Total Special Revenue Funds	6,022,620.66	270,379.08	505,295.55	92,345.81	0.00	5,880,050.00	0.00	5,880,050.00	0.00
19	TIF & Redevelopment Funds OLDE TOWNE TIF FUND	158,371.63	2.63	157,467.01	0.00		907.25		907.25	
20	SE PLAZA TIF FUND	540,418.05	11,919.03	0.00	(0.00)		552,337.08		552,337.08	
21	WABASH CROSSING TIF	76,914.69	2.34	11,852.00	0.00		65,065.03		65,065.03	
23	EASTGATE TIF FUND	92,339.40	33,170.63	124,849.13	0.00		660.90		660.90	
24	SOUTHSIDE TIF FUND	17,868.84	0.59	0.00	0.00		17,869.43		17,869.43	
28	PINES SHOPPING CENTER TIF	49,894.11	(944.94)	0.00	0.00		48,949.17		48,949.17	
29	GRAND & OAKLAND TIF	34,671.96	2,886.86	0.00	0.00		37,558.82		37,558.82	
	Total TIF & Redevelpmnt Funds	970,478.68	47,037.14	294,168.14	(0.00)	0.00	723,347.68	0.00	723,347.68	0.00
40	Capital Funds PEG CAPITAL FUND	137,542.34	16,913.65	1,299.97	0.00		153,156.02		153,156.02	
43	2010 PROJECT FUND	388,018.26	12.81	0.00	0.00		388,031.07	0.00	388,031.07	
45	CAPITAL PROJECT FUND	105,335.14	3.48	0.00	0.00		105,338.62		105,338.62	
	Total Capital Funds	630,895.74	16,929.94	1,299.97	0.00	0.00	646,525.71	0.00	646,525.71	0.00

City of Decatur
Treasurer's Cash Report

Month of: October, 2015

<i>Fund</i>	<i>Fund Name</i>	<i>Opening Cash Balance</i>	<i>Receipts</i>	<i>Disbursements</i>	<i>Balance Sheet Accts Activity</i>	<i>Investment Transfers</i>	<i>Ending Cash Balance</i>	<i>Investments</i>	<i>Total Cash & Investments</i>	<i>Interfund Loans (Borrowing)</i>
50	Debt Fund DEBT FUND	4,603,422.57	899,600.53	0.00	(0.00)		5,503,023.10		5,503,023.10	0.00
60	Internal Service Funds FLEET MAINTENANCE	252,439.22	208,344.65	392,292.11	78.21		68,569.97		68,569.97	
61	EQUIPMENT REPLACEMENT	332,805.29	250,015.95	270,264.72	0.00		312,556.52		312,556.52	
64	RISK MANAGEMENT	2,922,186.89	222,900.98	190,805.49	0.00		2,954,282.38		2,954,282.38	
65	INSURANCE FUND	244,582.29	796,144.87	745,323.86	(0.00)		295,403.30		295,403.30	
67	MIS - OPERATIONS	51,433.00	0.00	27,189.83	0.00		24,243.17		24,243.17	
	Total Internal Service Funds	3,803,446.69	1,477,406.45	1,625,876.01	78.21	0.00	3,655,055.34	0.00	3,655,055.34	0.00
70	Enterprise Funds MASS TRANSIT - OPERATION	578,117.62	43,059.52	719,185.81	0.00		(98,008.67)		(98,008.67)	
78	STORM WATER	598,350.48	94,807.81	70,189.50	0.00		622,968.79		622,968.79	
79	SEWER FUND	5,562,932.50	427,196.96	489,425.13	(1.66)		5,500,702.67		5,500,702.67	
80	WATER FUND	7,190,659.95	2,565,661.54	1,685,504.23	116,616.20		8,187,433.46		8,187,433.46	100,000.00
81	WATER CAPITAL	3,292,884.43	64.49	339,221.18	0.00		2,953,727.74		2,953,727.74	
82	DCDF FUND	90,109.05	2,482.06	526.54	0.00		92,064.57		92,064.57	
88	RECYCLING PROGRAM	140,772.72	57,549.25	48,247.75	(100,006.46)		50,067.76		50,067.76	(100,000.00)
89	WATER BOND	31,445,786.33	936.86	6,122,247.79	0.00		25,324,475.40		25,324,475.40	0.00
	Total Enterprise Funds	48,899,613.08	3,191,758.49	9,474,547.93	16,608.08	0.00	42,633,431.72	0.00	42,633,431.72	0.00
90	Trust & Agency Funds FIRE PENSION FUND	1,797,680.59	479,362.57	594,739.39	0.00	(330,361.02)	1,351,942.75	60,809,806.40	62,161,749.15	
91	POLICE PENSION FUND	1,611,265.23	277,830.24	562,145.94	0.00	(100,716.95)	1,226,232.58	77,899,100.53	79,125,333.11	
	Total Trust & Agency Funds	3,408,945.82	757,192.81	1,156,885.33	0.00	(431,077.97)	2,578,175.33	138,708,906.93	141,287,082.26	0.00
	Total City Funds	71,878,831.15	10,632,357.30	17,235,238.88	108,905.62	(431,077.97)	64,953,777.22	138,708,906.93	203,662,684.15	0.00
Memorandum Items										
	City Funds ex Trust & Agency	68,469,885.33	9,875,164.49	16,078,353.55	108,905.62	0.00	62,375,601.89	0.00	62,375,601.89	0.00

City of Decatur
Treasurer's Investment Report

Month of: October, 2015

Fund	Investment Instrument	Investment Institution	Investment Account	Maturity Date	Interest Rate	Investment \$ Amount	Market Value \$
							0.00 ok
							0.00 ok
							0.00 ok
	Total Investment(s)					0.00	0.00

Market Value(s)

General

General Rounding

0.00

**City of Decatur
Debt Schedule**

Period Ending: 2015 Budget
date of update: November 1, 2015

Debt Instrument		Debt Purpose	Year of Issue	Year of Re Issue	Year of Maturity	Fund	Source	Payment(s)		Debt (Orig/ Ref)	Debt at 1/1/2015	FY15 Principal Payments	FY15 Interest Payments	Debt at 12/31/2015	FY15 Total Debt Payments
Debt Liquidated								1st	2nd	Issue					
Bond Debt															
Amort sch #															
9	2005 Refunding Bonds	Dredging & Other Capital	1991/1995	2005	2014	50	80	6/15	12/15	4,705,000	-	-	-	-	-
10	2008 Bonds	Water & Olde Towne TIF Projects	2005/2008	2008	2024	50	19/80	6/15	12/15	10,000,000	8,910,000	790,000	380,713	8,120,000	1,170,713
11	2010A Bonds	LOC Payoff-Reynolds Bulding	2005/2008	2010	2030	50	19/21/TL	6/15	12/15	8,715,000	8,240,000	150,000	445,783	8,090,000	595,783
12	2010B Bonds (BAB/RZEDB)	Water/Old Towne TIF Bonds	2010		2030	50	19/80	6/15	12/15	28,270,000	25,155,000	955,000	1,369,068	24,200,000	2,324,068
13	2010C Bonds	Parking Garage Renovation	2010		2024	50	19/TL	6/15	12/15	2,800,000	2,240,000	195,000	83,600	2,045,000	278,600
14	2010D Bonds	Library	1998	2010	2017	50	Tax Levy	6/15	12/15	1,805,000	735,000	255,000	21,850	480,000	276,850
17	2012 Bonds	Refunding of 2004A GO Bonds	2012		2025	50	Tax Levy	3/1	9/1	8,030,000	7,310,000	595,000	152,244	6,715,000	747,244
18	2013 Bonds	Refunding of 2004B GO Bonds	2013		2025	50	80	3/1	9/1	17,220,000	15,755,000	1,175,000	661,925	14,580,000	1,836,925
25	2014 Bonds	Lake Decatur Dredging	2014		2034	80	80	3/1	9/1	24,055,000	24,055,000	730,000	1,050,438	23,325,000	1,780,438
32	2015 Bonds	Lake Decatur Dredging	2015		2035	80	80	3/1	9/1	23,305,000	-	-	-	23,305,000	-
Total Bond Debt										128,905,000	92,400,000	4,845,000	4,165,621	110,860,000	9,010,621
Promissory Notes Payable															
6	HUD Section 108	Wabash Crossing	2002		2022	50	18/21/50	2/1	8/1	3,000,000	1,540,000	175,000	90,584	1,365,000	265,584
23	2013 Promissory Note	Jonson Controls Initiative	2013		2028	80	80/10/60/70	Qtry	Qtry	17,212,394	17,064,962	610,882	584,368	16,454,080	1,195,250
Total Notes Payable										20,212,394	18,604,962	785,882	674,952	17,819,080	1,460,834
Loans Payable															
2	Staley Sewer Loan	Staley Sewer	1995		2014	50	79	5/16	11/16	921,739	-	-	-	-	-
3	Spring Creek Sewer Loan	Spring Creek Sewer	1996		2015	50	79	3/2	9/2	697,491	17,636	17,636	248	-	17,884
4	West Mound Sewer Loan	West Mound Sewer	1996		2015	50	79	4/5	10/5	296,505	6,305	6,305	89	-	6,394
15	IEPA Contruction Loan	Nitrate Facility	2002		2022	80	80	6/1	12/1	7,172,169	3,146,525	395,805	88,553	2,750,720	484,358
16	IEPA Water Loan	Water Projects (L17-255200)	2011		2031	80	80	1/10	7/10	6,993,328	6,148,570	361,681	-	5,786,889	361,681
28	IEPA Contruction Loan Pending	Lakeshore Drive Sewer	2013		2034	79	79	12/15	6/15	7,569,987	7,569,987	307,320	140,598	7,262,667	447,918
29	Busey Bank	DPD Furniture & Technology	2014		2019	10	10	Qtry	Qtry	1,500,000	1,356,629	290,938	25,301	1,065,691	316,239
xx	IEPA Contruction Loan Pending	Union Street Sewer	2015		2034	79	79	6/15	12/15	2,608,000	2,608,000	107,230	51,626	2,500,770	158,856
30	Busey Bank	Fire Apparatus - Pumper	2015		2022	10	10	5/4		439,940	-	-	-	439,940	-
Total Loans Payable										28,199,159	20,853,652	1,486,915	306,415	19,806,677	1,793,330
Capital Leases															
19	Busey Bank	Fire Apparatus - Arial Platform	2011		2018	10	10	9/1		947,850	560,173	135,268	13,276	424,905	148,544
20	Busey Bank	Police Vehicles - Patrol (9)	2013		2015	10	10	Qtry	Qtry	203,411	61,850	61,850	532	-	62,382
21	Busey Bank	Police Vehicles - SUV (1)	2013		2017	10	10	Qtry	Qtry	26,911	17,024	6,730	250	10,294	6,980
22	Busey Bank	Water Service Truck (1)	2013		2018	80	80	Qtry	Qtry	33,988	24,119	6,736	409	17,383	7,145
24	Busey Bank	Sewer Vactor Truck (1)	2013		2018	79	79	Qtry	Qtry	321,998	244,460	63,423	4,372	181,037	67,795
26	Busey Bank	Water Service Truck (1)	2014		2019	80	80	Qtry	Qtry	25,150	21,536	4,904	394	16,632	5,298
27	Busey Bank	Traffic Service Truck (1)	2014		2019	10	10	Qtry	Qtry	31,114	26,643	6,067	487	20,576	6,554
31	PNC Equipment Finance	Police Vehicles - Interceptor (10)	2015		2017	10	10	Qtry	Qtry	287,499	-	71,188	1,724	216,311	72,912
33	Busey Bank	Police Vehicles - Interceptor (10)	2015		2017	10	10	Qtry	Qtry	284,731	-	35,127	1,068	249,604	36,195
Total Capital Leases										2,162,652	955,805	391,293	22,512	1,136,742	413,805
Total City Debt										179,479,205	132,814,419	7,509,090	5,169,500	149,622,499	12,678,590

**City of Decatur
Debt Schedule**

Period Ending: 2015 Budget
date of update: November 1, 2015

Debt Instrument	Debt Purpose	Payment Method	Debt Held By Lendor	Paying Agent	Debt Payment	Debt Payment	Debt Payment	Debt Payment
Bond Debt								
Amort sch #								
9	2005 Refunding Bonds	Dredging & Other Capital	wire transfer	bond holders	US Bank	fund 80 100%	Debt Liquidated December 15, 2014	
10	2008 Bonds	Water & Olde Towne TIF Projects	wire transfer	bond holders	BONY Mellon	fund 19 43.2%	fund 80 56.8%	
11	2010A Bonds	LOC Payoff-Reynolds Bulding	wire transfer	bond holders	BONY Mellon	fund 19 55%	fund 21 25%	tax levy 20%
12	2010B Bonds (BAB/RZEDB)	Water/Old Towne TIF Bonds	wire transfer	bond holders	BONY Mellon	fund 19 35.4%	fund 80 64.6%	
13	2010C Bonds	Parking Garage Renovation	wire transfer	bond holders	BONY Mellon	fund 19 50%	tax levy 50%	
14	2010D Bonds	Library	wire transfer	bond holders	BONY Mellon	tax levy 100%		
17	2012 Bonds	Refunding of 2004A GO Bonds	wire transfer	bond holders	US Bank	tax levy 100%		
18	2013 Bonds	Refunding of 2004B GO Bonds	wire transfer	bond holders	US Bank	fund 80 100%		
25	2014 Bonds	Lake Decatur Dredging	wire transfer	bond holders	US Bank	fund 80 100%		
32	2015 Bonds	Lake Decatur Dredging	wire transfer	bond holders	US Bank	fund 80 100%		
Total Bond Debt								
Notes Payable								
6	HUD Section 108	Wabash Crossing	wire transfer	HUD 108 collections	BONY Mellon	fund 50 18.1%	fund 18 79.6%	fund 21 2.3%
23	2013 Promissory Note	Jonson Controls Initiative	wire transfer	Regions Capital Advantage, Inc.	Regions Bank Trust	fund 80 94.0%	fund 10 1.0%	fund 60 4.0% fund 70 1.0%
Total Notes Payable								
Loans Payable								
2	Staley Sewer Loan	Staley Sewer	check	Sanitary District of Decatur	Sanitary District of Decatur	fund 79 100%	Debt Liquidated November 16, 2014	
3	Spring Creek Sewer Loan	Spring Creek Sewer	check	Sanitary District of Decatur	Sanitary District of Decatur	fund 79 100%	Debt Liquidated March 2, 2015	
4	West Mound Sewer Loan	West Mound Sewer	check	Sanitary District of Decatur	Sanitary District of Decatur	fund 79 100%	Debt Liquidated April 5, 2015	
15	IEPA Contruction Loan	Nitrate Facility	check	Illinois EPA	Amalgated Bank of Chicago	fund 80 100%		
16	IEPA Water Loan	Water Projects	check	Illinois EPA	Amalgated Bank of Chicago	fund 80 100%		
28	IEPA Contruction Loan Pending	Lakeshore Drive Sewer	check	Illinois EPA		fund 79 100%		
29	Busey Bank	DPD Furniture & Technology	check	Busey Bank	Busey Bank	fund 10 100%		
xx	IEPA Contruction Loan Pending	Union Street Sewer		Illinois EPA		fund 79 100%		
30	Busey Bank	Fire Apparatus - Pumper	check	Busey Bank	Busey Bank	fund 10 100%		
Total Loans Payable								
Capital Leases								
19	Busey Bank	Fire Apparatus - Arial Platform	check	Busey Bank	Busey Bank	fund 10 100%		
20	Busey Bank	Police Vehicles - Patrol (9)	check	Busey Bank	Busey Bank	fund 10 100%		
21	Busey Bank	Police Vehicles - SUV (1)	check	Busey Bank	Busey Bank	fund 10 100%		
22	Busey Bank	Water Service Truck (1)	check	Busey Bank	Busey Bank	fund 80 100%		
24	Busey Bank	Sewer Vactor Truck (1)	check	Busey Bank	Busey Bank	fund 79 100%		
26	Busey Bank	Water Service Truck (1)	check	Busey Bank	Busey Bank	fund 80 100%		
27	Busey Bank	Traffic Service Truck (1)	check	Busey Bank	Busey Bank	fund 10 100%		
31	PNC Equipment Finance	Police Vehicles - Interceptor (10)	check	PNC Equipment Finance	PNC Equipment Finance	fund 10 100%		
33	Busey Bank	Police Vehicles - Interceptor (10)	check	Busey Bank	Busey Bank	fund 10 100%		
Total Capital Leases								
Total City Debt								

City of Decatur
2010 Bond Issue - Status of Bond Fund 43

Month of: **October, 2015**

Bond Issuance	2010-A	2010-B	2010-C	2010-D	Original Scope	Final Total
Par Value of Bonds		28,270,000	2,800,000	1,805,000	32,875,000	
Premium	77,858	226,326	77,989	48,814	430,987	
Total Source of Funds	77,858	28,496,326	2,877,989	1,853,814	33,305,987	
Total Use of Funds	77,858	28,496,326	2,877,989	1,853,814	33,305,987	
Underwriter's Discount	146,465	443,176	35,163	14,975	639,779	
Closing costs	99,083	116,227	19,161	17,648	252,120	
Bond Proceeds	(167,690)	27,936,923	2,823,665	1,821,190	32,414,088	

Original Project Scope	2010-A	2010-B	Scope Adj	Additions	2010-C	Additions	2010-D
PNC letters of credit							
Wabash Crossing Payoff	4,739,872						4,739,872
West End Loan payoff	334,878						334,878
300 N Water demolitions	1,249,560						1,249,560
Reynolds Building, etc	2,223,000						2,223,000
Lake Decatur Dredging		11,260,000	120,442	527,963			11,908,405
Ground water supply		5,000,000	(3,294,961)	19,280			5,000,000
Dam repairs		1,746,080	2,559,779	16,633			1,746,080
Downtown streetscapes		6,260,000	614,740	371,965			6,260,000
Downtown lighting		2,500,000					2,500,000
Central Park & Transfer House		1,170,843					1,170,843
Parking Garage project					2,401,272	63,134	2,401,272
Olde Towne TIF Debt Service					422,393		422,393
Refunding 1998 issue							1,821,190
Total available for use	8,547,310	27,936,923	-	935,841	2,823,665	63,134	41,129,088

Actual Bond Activity	FY11	FY13	FY11	FY12	FY13	FY13 Stub	FY14	FY15	FY11	FY12	FY13	FY13 Stub	FY14	FY15	FY11	FY13	Actual	Bond Plan	Encumb	Unobligated
Revenues																				
Miscellaneous Income				350	527,613						17,190						545,153			
Interest Income			5,938	128,043	154,353	22,960	120,107	160		24,245	24,261	489					480,556			
Total Revenues	-	-	5,938	128,393	681,966	22,960	120,107	160	-	24,245	41,451	489	-	-	-	-	1,025,709			
Expenditures																				
Interest Income Bank Fees			8,129	7,424	4,748	1,432	1,949		678	1,406	875	91					26,733			
Fiscal Agents Fees																	1,356			
Transfer to Debt Service Fund		20,160					800,000										820,673			
Pay Off Letters of Credit	6,303,472																6,303,472	6,324,310		
Pay Off 1998 Bond Issue															1,820,000		1,820,000	1,821,190		
Reynolds Building Payment	2,223,000																2,223,000	2,223,000		
Olde Towne TIF Debt Service												422,393					422,393	422,393		
Downtown TIF Projects			46,141	2,232,320	6,385,262	1,507,664	147,142	210,237									10,528,767	10,917,548	17,379	371,402
Dredging			1,974,603	8,990,314	903,488	40,000											11,908,405	11,908,405	0	0
Supplemental Water Supply			110,610	116,025	479,936	181,981	35,767										924,319	1,724,319	0	0
Dam Repair				19,822	119,653	3,202,386	980,632										4,322,492	4,322,492	0	0
Parking								750		88,140	2,236,531	59,111	68,913	11,711			2,465,156	2,464,406	0	-750
Total Expenditures	8,527,150	20,160	2,139,484	11,365,905	7,893,086	4,933,463	1,965,490	210,987	678	89,546	2,237,407	481,595	68,913	11,711	1,820,678	512	41,766,766	42,128,064	17,379	370,652
Unexpended Funds 4/30/11	20,160		25,803,377						2,822,987						512		28,647,037			
Unexpended Funds 4/30/12	20,160			14,565,865						2,757,686					512		17,344,224			
Unexpended Funds 4/30/13		0			7,354,745						561,730					0	7,916,475			
Unexpended Funds 12/31/13						2,444,241						80,624					2,524,866			
Unexpended Funds 12/31/14							598,858						11,711				610,569			
Unexpended Funds 10/31/15								388,031						0			388,031			

Approved use of Funds
Festival power
Franklin St 5,000
Unassigned 365,652
370,652

Project scope(s)
2010A LOC payoff for Wabash Crossing, N Water St demolitions, W Main Street residential rehabs, Reynolds Building redevelopment agreement
2010B Water projects including dredging, ground water supply, dam repairs / OldTowne TIF projects including streetscape improvements in downtown
2010C Decatur, Central park improvements, Transfer House interior renovations
2010D Parking Garage B&C renovation and construct new lot on N Main St
Bond refunding of 1998 GO Bond (Library)

City of Decatur
Water Bond Issue - Status of Water Bond Fund 89

Month of: October, 2015

Bond Issuance	2014
Par Value of Bonds	24,055,000
Premium	1,147,122
Total Source of Funds	25,202,122
Total Use of Funds	25,202,122
Underwriter's Discount	168,385
Bond Insurance	21,705
Closing Costs	122,505
Bond Proceeds	24,889,527

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

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

On April 8, 2014, the City issued general obligation bonds with 20 year maturity raising the cash proceeds to defray the cost of Phase I of the Lake Decatur Dredging Project.

The City will use additional bond financing in subsequent years to raise the cash proceeds to defray the cost of future expenditures. The City expects to issue bonds in each subsequent fiscal year 2015, 2016, 2017 and 2018.

Project Scope	
Temporary Easements	36,677
Road Improvements	254,754
Dredging	24,598,096
Other	-
Total Scope	24,889,527

Actual Bond Spend Activity in Fiscal year 2014	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proceeds available to spend		-	-	24,889,527	24,760,833	24,758,895	24,165,902	24,036,949	20,860,735	18,054,140	16,012,691	15,310,267	
Revenues													
Interest Income				443	762	780	793	708	605	547	485	394	5,517
Other													-
Total Revenue	-	-	-	443	762	780	793	708	605	547	485	394	5,517
Expenditures													
Dredging					2,700			11,000		1,494			15,194
Sediment Basin Rehab				129,137		593,773	129,746	3,082,383	2,807,200	1,936,386	702,909	1,297,135	10,678,669
Angle Crossing Road Impvmnt								83,539					83,539
Star Route Road Improvement										104,116			104,116
Total Expenditures	-	-	-	129,137	2,700	593,773	129,746	3,176,922	2,807,200	2,041,996	702,909	1,297,135	10,881,518
Ending cash available	-	-	-	24,760,833	24,758,895	24,165,902	24,036,949	20,860,735	18,054,140	16,012,691	15,310,267	14,013,526	

Actual Bond Spend Activity in Fiscal year 2015	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proceeds available to spend	14,013,526	11,585,523	11,585,847	11,578,862	11,532,821	11,518,681	9,202,684	9,167,528	7,469,869	7,442,700	1,320,502	1,320,502	
Revenues													
Interest Income	374	324	356	328	319	307	270	254	177	49			2,757
Other													0
Total Revenue	374	324	356	328	319	307	270	254	177	49	-	-	2,757
Expenditures													
Dredging													0
Sediment Basin Rehab/Dredge	2,428,376		7,341	46,369	14,459	2,316,304	35,426	1,697,912	27,346	6,122,248			12,695,782
Angle Crossing Road Impvmnt													0
Star Route Road Improvement													0
Total Expenditures	2,428,376	-	7,341	46,369	14,459	2,316,304	35,426	1,697,912	27,346	6,122,248	-	-	12,695,782
Ending cash available	11,585,523	11,585,847	11,578,862	11,532,821	11,518,681	9,202,684	9,167,528	7,469,869	7,442,700	1,320,502	1,320,502	1,320,502	

City of Decatur
Water Bond Issue - Status of Water Bond Fund 89

Month of: **October, 2015**
gz projection

Bond Issuance	2015
Par Value of Bonds	23,305,000
Premium	1,073,300
Total Source of Funds	24,378,300
Total Use of Funds	24,378,300
Underwriter's Discount	163,135
Bond Insurance	84,770
Closing Costs	127,880
Bond Proceeds	24,002,515

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

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

On September 3, 2015, the City issued general obligation bonds with 20 year maturity raising the cash proceeds to defray the cost of Phase II of the Lake Decatur Dredging Project.

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

Project Scope	
Temporary Easements	-
Road Improvements	-
Dredging	24,002,515
Other	-
Total Scope	24,002,515

Actual Bond Spend Activity in Fiscal year 2015	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proceeds available to spend	-	-	-	-	-	-	-	-	24,002,515	24,003,086	24,003,974	24,003,974	
Revenues													
Interest Income									571	888			1,459
Other													-
Total Revenue	-	-	-	-	-	-	-	-	571	888	-	-	1,459
Expenditures													
Dredging													-
Sediment Basin Rehab													-
Angle Crossing Road Impvmnt													-
Star Route Road Improvement													-
Total Expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-
Ending cash available	-	-	-	-	-	-	-	-	24,003,086	24,003,974	24,003,974	24,003,974	

Actual Bond Spend Activity in Fiscal year 2016	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proceeds available to spend	24,003,974	24,003,974	24,003,974	24,003,974	24,003,974	24,003,974	24,003,974	24,003,974	24,003,974	24,003,974	24,003,974	24,003,974	
Revenues													
Interest Income													-
Other													-
Total Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Expenditures													
Dredging													-
Sediment Basin Rehab/Dredge													-
Angle Crossing Road Impvmnt													-
Star Route Road Improvement													-
Total Expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-
Ending cash available	24,003,974	24,003,974	24,003,974	24,003,974	24,003,974	24,003,974	24,003,974	24,003,974	24,003,974	24,003,974	24,003,974	24,003,974	

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

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

Period Ending: October, 2015

Div	Month of Fiscal Year	Fund	1 Jan	2 Feb	3 Mar	4 Apr	5 May	6 Jun	7 Jul	8 Aug	9 Sep	10 Oct	11 Nov	12 Dec	Actual YTD	Revised Budget	% of Budget
Memo Items																	
PROPERTY TAX TOTAL																	
var	REAL ESTATE TAX-CIVIL CITY	var	-	-	-	-	-	6,175,771	-	-	4,716,432				10,892,203	13,224,000	82%
var	REAL ESTATE TAX-TIF DISTRICTS	var	-	-	-	-	-	879,778	-	-	593,462				1,473,240	1,693,700	87%
	OTHER TAXES TOTAL		-	-	-	-	-	7,055,549	-	-	5,309,894	-	-	-	12,365,443	14,917,700	83%
OTHER TAXES TOTAL																	
var	LOCAL SALES TAX	var	889,089	863,243	1,000,115	739,805	764,685	832,374	833,551	906,467	1,006,626	875,986			8,711,942	11,124,000	78%
var	STATE SALES TAX	var	963,009	941,678	1,120,789	857,417	877,404	978,888	944,686	992,900	911,765	991,641			9,580,178	11,958,000	80%
	OTHER TAXES TOTAL		1,852,098	1,804,922	2,120,904	1,597,222	1,642,089	1,811,262	1,778,237	1,899,367	1,918,391	1,867,627	-	-	18,292,120	23,082,000	79%
GENERAL FUND																	
LOCAL TAXES																	
301302	CABLE TV TAX	10	238,200	33,009	-	244,232	34,267	-	243,424	37,073	-	232,248			1,062,452	1,109,000	96%
301203	FOOD & BEVERAGE TAX	10	239,978	249,801	252,588	255,737	253,498	285,060	290,440	272,038	275,230	226,849			2,601,218	3,111,500	84%
301204	HOTEL AND MOTEL TAX	10	26,728	38,349	53,421	60,066	45,447	77,827	72,341	64,934	77,305	61,395			577,812	652,000	89%
301106	MOBILE HOME PRIVELEGE TAX	10	-	-	-	-	-	-	-	-	-	-			-	9,000	0%
301103	PROPERTY TAX	10	-	-	-	-	-	4,020,767	-	-	3,070,657	-			7,091,424	7,528,801	94%
301202	TELEPHONE UTILITY TAX	10	150,078	166,178	181,659	187,007	164,798	182,269	175,288	171,899	170,848	173,242			1,723,267	2,189,000	79%
301209	UTILITY TAX - ELECTRIC & GAS	10	149,238	163,584	153,678	110,338	78,472	201,586	118,708	102,541	121,148	122,028			1,321,322	1,736,000	76%
	Sub Total		804,222	650,922	641,345	857,380	576,482	4,767,509	900,201	648,485	3,715,187	815,762	-	-	14,377,494	16,335,301	88%
OTHER TAXES (REMITTED BY STATE)																	
301208	AUTO RENTAL TAX	10	2,526	1,546	2,990	2,257	2,099	2,506	2,513	2,553	2,762	3,160			24,912	30,000	83%
301205	LOCAL SALES TAX	10	875,989	850,143	989,911	723,905	748,785	816,474	817,651	890,567	886,593	847,366			8,447,385	10,953,600	77%
301207	LOCAL USE TAX	10	136,569	129,837	196,801	69,628	135,902	143,287	140,649	133,971	-	-			1,086,643	1,492,000	73%
302105	STATE INCOME TAX	10	852,700	-	620,094	925,184	403,609	824,784	1,364,531	566,667	1,263,519	-			6,821,087	7,600,000	90%
302104	STATE REPLACEMENT TAX	10	157,022	717	57,046	284,217	227,608	2,501	184,466	24,860	2,356	185,436			1,126,229	1,132,000	99%
301201	STATE SALES TAX	10	953,209	931,878	1,111,278	845,217	865,204	966,688	932,486	980,700	975,278	973,875			9,535,814	11,829,400	81%
301210	VIDEO GAMING TAX	10	57,515	31,895	50,412	60,983	63,999	63,267	-	-	-	-			328,071	535,000	61%
	Sub Total		3,035,529	1,946,017	3,028,533	2,911,391	2,447,205	2,819,508	3,442,296	2,599,318	3,130,507	2,009,837	-	-	27,370,142	33,572,000	82%
OTHER GOVERNMENTAL SOURCES																	
302110	ESTB ENHANCED 911	10	-	-	-	122,359	-	-	123,643	-	-	123,643			369,644	484,000	76%
30240x	FIRE & POLICE TRAINING REIMB	10	7,603	15,849	-	-	-	-	-	-	-	-			23,453	50,000	47%
301102	ROAD & BRIDGE TAX	10	-	-	-	-	-	184,560	-	-	150,534	-			335,094	357,000	94%
	Sub Total		7,603	15,849	-	122,359	-	184,560	123,643	-	150,534	123,643	-	-	728,191	891,000	82%
CHARGE SERVICES (INTERNAL CITY)																	
various	GENERAL FUND	10	526,061	613,344	510,813	515,937	750,230	580,669	583,804	647,614	567,216	754,267			6,049,954	7,582,782	80%
3rd Party Revenue																	
303413	AMEREN FRANCHISE PAYMENTS	10	82,081	82,081	76,759	76,759	76,759	76,759	76,759	76,759	76,759	76,759			778,237	935,000	83%
303510	ELECTRIC AGGREGATION ADMIN	10	8,267	10,037	8,769	8,946	6,374	6,021	8,093	11,472	11,558	10,400			89,937	120,000	75%
	Sub Total		90,348	92,118	85,528	85,705	83,134	82,780	84,853	88,231	88,317	87,160	-	-	868,175	1,055,000	82%
Grants																	
various	STATE & OTHER	10	8,090	6,786	5,328	856	10,242	1,856	1,525	13,292	2,781	958			51,714	50,000	103%
	Sub Total		8,090	6,786	5,328	856	10,242	1,856	1,525	13,292	2,781	958	-	-	51,714	50,000	103%

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

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

Period Ending: October, 2015

Month of Fiscal Year		1	2	3	4	5	6	7	8	9	10	11	12	Actual	Revised	% of
Div	Fund	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Budget	Budget
Fees for Services External																
various ADMIN COURT FEES & FINES	10	17,437	24,521	23,387	16,825	14,154	18,922	19,120	13,903	11,519	9,064			168,851	229,000	74%
304401 BUILDING PERMITS	10	15,069	16,667	14,634	12,782	15,567	20,622	8,374	32,134	14,245	21,602			171,695	208,000	83%
305501 COURT FINES (COUNTY)	10	19,458	15,929	51,557	30,922	24,970	18,447	17,223	15,907	15,519	17,123			227,054	328,000	69%
310010 FIRE PROGRAMS	10	40	1,826	659	80	1,026	360	360	520	285	80			5,236	20,000	26%
various LAKE LICENSES & PERMITS	10	-	107	514	71,655	51,724	26,086	10,167	2,910	3,586	248			166,995	166,000	101%
304304 LIQUOR LICENSES	10	2,238	820	4,562	15,089	157,667	162,961	28,613	(17,632)	18,353	13,256			385,928	300,000	129%
various MISC INCOME & REIMBURSE	10	35,989	6,840	17,385	42,928	5,639	5,259	4,256	55,299	5,444	6,029			185,068	492,913	38%
various OTHER FINES & FEES	10	49,847	55,137	61,623	46,066	51,441	56,517	53,711	48,807	61,149	50,452			534,752	844,500	63%
various OTHER LICENSES	10	14,815	2,228	3,165	4,245	865	2,190	2,320	2,845	4,606	2,680			39,959	86,000	46%
various PARKING	10	33,612	32,837	42,819	32,184	29,395	30,043	30,961	52,041	26,443	28,566			338,901	527,000	64%
302200 RADIO SERVICE REIMBURSE	10	3,528	8,855	5,788	9,577	6,148	5,923	6,013	5,923	5,314	6,148			63,218	240,000	26%
303408 SANITARY DISTRICT	10	25,553	24,260	24,386	25,587	23,941	24,612	25,445	25,003	24,260	25,065			248,111	281,904	88%
303405 SCHOOL DISTRICT REIMB	10	-	-	-	-	97,339	-	-	193,109	-	-			290,448	250,000	116%
Sub Total		217,587	190,027	250,479	307,940	479,875	371,941	206,563	430,769	190,722	180,312	-	-	2,826,215	3,973,317	71%
Investment/Other Income																
309900 BOND OR NOTE PROCEEDS	10	-	-	-	-	-	619,223	14,903	-	-	-			634,126	-	-
307101 INTEREST INCOME	10	85	72	71	73	76	86	85	86	125	114			872	600	145%
Sub Total		85	72	71	73	76	619,309	14,987	86	125	114	-	-	634,998	600	105833%
General Fund Total		4,689,526	3,515,136	4,522,098	4,801,640	4,347,243	9,428,131	5,357,871	4,427,796	7,845,390	3,972,053	-	-	52,906,883	63,460,000	83%
Development Services																
various PLANNING	12	8,272	25,821	17,672	19,713	17,673	17,190	20,791	11,478	38,607	10,408			187,623	290,000	65%
various HOME PROGRAM	17	31,021	39,919	7,898	8,638	4,775	6,444	12,434	9,660	8,528	50,899			180,216	814,567	22%
various CDBG	18	154,293	62,293	31,903	34,257	20,308	12,740	505	-	326,745	17,075			660,119	1,570,000	42%
various DUATS	22	0	161,695	1	1	1	99,010	2	73,982	3	2			334,697	416,811	80%
various PEG PROJECTS	40	17,082	6,605	4	16,908	6,857	4	17,209	7,419	5	16,914			89,006	100,000	89%
various DCDF	82	3,169	13,891	3,803	2,819	1,353	15,426	3,728	2,844	7,334	2,482			56,849	30,000	189%
various NEIGHBORHOOD IMPROVEMENTS	83	2	2	2	2	2	2	2	2	3	2			22	-	-
various URBAN REVITALIZATION	84	-	-	-	-	-	-	-	-	-	-			-	-	-
various USEPA GRANT FUND	85	-	7,332	9,064	3,578	13,990	5,624	6,826	3,569	8,861	-			58,844	710,000	8%
various RECYCLING	88	53,058	57,756	67,273	54,442	52,366	63,875	57,888	57,261	59,906	57,549			581,375	684,000	85%
Sub Total		266,897	375,315	137,618	140,357	117,324	220,317	119,385	166,214	449,991	155,331	-	-	2,148,749	4,615,378	47%
Redevelopment & TIF																
various OLDE TOWNE TIF	19	1	1	1	1	1	484,418	2	1	361,350	3			845,777	1,078,400	78%
various SE PLAZA TIF	20	7,010	7,005	356	9,006	9,006	175,714	9,011	9,012	139,696	11,919			377,734	388,900	97%
various WABASH CROSSING TIF	21	1	0	-	-	-	156,140	2	2	43,029	2			199,176	187,400	106%
various EASTGATE TIF	23	12,801	13,433	23,427	16,034	16,042	59,798	16,097	15,404	55,366	33,171			261,574	261,600	100%
various SOUTHSIDE TIF	24	-	-	-	-	-	16,112	0	0	1,756	1			17,869	15,000	119%
various PINES SHOPPING CENTER TIF	28	3,102	3,102	(2,939)	3,700	3,700	16,434	3,701	3,701	15,518	(945)			49,074	63,900	77%
various GRAND & OAKLAND TIF	29	-	-	-	-	-	-	-	-	34,672	2,887			37,559	5,000	751%
Sub Total		22,915	23,541	20,845	28,741	28,749	908,616	28,814	28,120	651,387	47,037	-	-	1,788,764	2,000,200	89%
Public Safety																
various DRUG ENFORCEMENT	25	112,102	52,553	4,003	1,229	988	71,856	72,138	118,513	440	65,074			498,896	242,300	206%
various DUI COURT FINES	26	9,148	8,413	19,735	16,158	13,728	13,162	7,803	7,071	10,938	7,920			114,074	118,900	96%
various POLICE PROGRAMS/LAB	27	872	451	449	672	287	571	363	581	417	441			5,105	15,010	34%
various RADIO COMMUNICATIONS	30	-	-	-	-	-	-	-	-	-	-			-	-	-
various FIRE PROGRAMS/CADET	31	-	-	-	-	-	-	-	-	-	-			-	-	-
various FIRE EMERGENCY GRANT	32	0	0	(6,227)	-	-	-	-	-	-	-			(6,226)	185,000	-3%
various POLICE CAPITAL	33	-	-	-	-	-	-	260,004	3,008	10	1,096			264,117	-	-
various JUSTICE ADMIN GRANT	39	-	-	-	-	-	-	-	-	-	28,240			28,240	96,084	29%
various FIRE CAPITAL	49	0	0	0	0	0	0	0	5,098	20,803	(68)			25,832	60,000	43%
Sub Total		122,123	61,417	17,960	18,059	15,004	85,589	340,308	134,270	32,607	102,702	-	-	930,038	717,294	130%

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

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

Period Ending: October, 2015

Div	Month of Fiscal Year	Fund	1 Jan	2 Feb	3 Mar	4 Apr	5 May	6 Jun	7 Jul	8 Aug	9 Sep	10 Oct	11 Nov	12 Dec	Actual YTD	Revised Budget	% of Budget
Debt Service																	
various DEBT SERVICE		50	826,133	292,150	334,659	333,808	333,816	1,747,777	708,630	826,932	1,569,908	899,601			7,873,411	9,993,955	79%
Sub Total			826,133	292,150	334,659	333,808	333,816	1,747,777	708,630	826,932	1,569,908	899,601	-	-	7,873,411	9,993,955	79%
Public Works & Capital																	
various 2010 PROJECT FUND		43	18	17	18	17	16	16	14	15	17	13			160	-	-
various CAPITAL STREET PROJECTS		45	4	3	3	3	3	3	148	4,003	(3,996)	3			177	300	59%
various MFT PROJECTS		46	191,784	191,915	144,365	70,232	177,119	183,275	111,434	39,660	3,518	2,304			1,115,606	2,202,000	51%
various MAJOR MOVES		47	31,673	3	3	3	135,195	3	3	3	3	3			166,890	2,171,708	8%
various FLEET MAINTENANCE		60	217,992	168,977	257,509	210,210	209,139	211,812	219,502	219,048	217,417	208,345			2,139,952	2,850,859	75%
various EQUIPMENT REPLACEMENT		61	11	11	12	12	12	14	15	16	23	250,016			250,143	-	-
various STORMWATER PROJECTS		78	78,002	81,539	93,229	89,746	106,016	90,023	86,604	81,138	83,066	94,808			884,173	1,653,000	53%
various SEWER PROJECTS		79	727,649	519,742	365,111	316,527	362,434	1,137,405	1,420,889	516,196	433,343	427,197			6,226,493	8,750,264	71%
Sub Total			1,247,132	962,208	860,252	686,750	989,935	1,622,551	1,838,609	860,078	733,391	982,689	-	-	10,783,595	17,628,131	61%
Management Services																	
various MIS OPERATIONS		67	-	-	-	-	-	-	-	-	-	-			-	-	-
various MASS TRANSIT		70	57,078	1,139,219	47,999	57,723	1,009,593	242,628	1,605,693	262,697	55,621	43,060			4,521,311	9,982,181	45%
Sub Total			57,078	1,139,219	47,999	57,723	1,009,593	242,628	1,605,693	262,697	55,621	43,060	-	-	4,521,311	9,982,181	45%
Library																	
various LIBRARY OPERATIONS		35	69,830	37,901	35,893	198,031	86,987	1,475,718	75,636	30,096	1,133,244	76,574			3,219,909	3,448,046	93%
various LIBRARY CAPITAL		58	3	3	3	3	3	3	3	10,003	10,004	10,004			30,032	-	-
various LIBRARY TRUST FUNDS		59	8	14,033	486	423	179	298	529	54	1,467	30			17,508	10,000	175%
Sub Total			69,842	51,937	36,381	198,457	87,168	1,476,019	76,168	40,152	1,144,715	86,608	-	-	3,267,449	3,458,046	94%
Other Miscellaneous																	
various BAND		36	376	376	376	2,127	1,076	37,373	600	375	24,864	376			67,919	63,303	107%
various RISK MANAGEMENT		64	230,344	222,885	222,890	222,881	222,880	222,887	222,890	222,897	222,920	222,901			2,236,374	2,674,648	84%
various EMPLOYEE BENEFIT		65	790,705	773,889	1,031,352	768,310	767,983	776,993	1,071,531	752,067	753,610	796,145			8,282,584	10,431,608	79%
Sub Total			1,021,425	997,150	1,254,617	993,318	991,939	1,037,253	1,295,021	975,339	1,001,394	1,019,421	-	-	10,586,877	13,169,559	80%
Water Utility & Capital																	
various WATER		80	1,886,804	1,841,560	1,762,946	1,830,501	1,832,746	2,177,029	2,493,189	2,498,973	2,543,376	2,565,662			21,432,786	24,333,580	88%
various WATER CAPITAL		81	76	69	70	319,550	786	88	85	86	123	64			320,998	2,560,600	13%
various WATER BOND FUND		89	374	324	356	328	319	307	270	254	24,379,048	937			24,382,516	20,765,000	117%
Sub Total			1,887,254	1,841,953	1,763,372	2,150,380	1,833,851	2,177,424	2,493,543	2,499,313	26,922,546	2,566,663	-	-	46,136,300	47,659,180	97%
Fudiciary Trust & Agency																	
various FIRE PENSION		90	299,046	(31,326)	279,889	343,082	855,604	2,215,923	242,119	387,522	2,094,172	479,363			7,165,393	7,580,128	95%
various POLICE PENSION		91	355,213	514,859	423,955	301,730	422,324	2,340,887	364,049	288,257	1,991,852	277,830			7,280,957	7,707,380	94%
Sub Total			654,259	483,532	703,844	644,813	1,277,928	4,556,810	606,168	675,779	4,086,023	757,193	-	-	14,446,350	15,287,508	94%
Grand Total Revenues			10,864,584	9,743,558	9,699,645	10,054,045	11,032,550	23,503,115	14,470,210	10,896,690	44,492,973	10,632,357	-	-	155,389,727	187,971,432	83%

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

Net Assessed Value \$: 822,152,764
City Tax Rate: 1.43527%

Assessed Value Year 2014
Pay Year 2015
in process

note	Tax Levy Item	Fund	Net Assessed Value certified	input	input	input	Billed \$ Amount certified
				Tax Rate certified	Tax Levy \$ Amount	Extension \$ Amount certified	
	General Obligation Bond Debt	50	822,152,764	0.15600%	1,282,550.00	1,282,558.29	1,282,558.29
	IMRF	10	822,152,764	0.02828%	232,450.00	232,504.80	232,504.80
	Fire Pension	10	822,152,764	0.45612%	3,750,000.00	3,750,003.12	3,750,003.12
	Police Pension	10	822,152,764	0.45004%	3,700,000.00	3,700,016.23	3,700,016.23
	City Library	35	822,152,764	0.33753%	2,775,000.00	2,775,012.17	2,775,012.17
	Municipal Band	36	822,152,764	0.00730%	60,000.00	60,017.15	60,017.15
	Mass Transit						
	Bonds Publuic Buidling						
1	Total City		822,152,764	1.43527%	11,800,000.00	11,800,111.76	11,800,111.76
			ok	ok	ok	ok	ok
						0.0143527	
	TIF District (tax code district)		input	input	AV Increment \$ Amount	input	Billed \$ Amount certified
			AV Increment Value certified	Tax Rate certified		Extension \$ Amount certified	
	ZTF3 Pines TIF (4062)	28	265,672	9.58621%	25,467.88	25,467.88	25,467.88
	ZTF4 SE Plaza TIF (9542)	20	3,303,540	9.02034%	297,990.54	297,990.54	297,990.54
	ZTF5 Olde Towne TIF (4555)	19	9,849,922	9.58621%	944,234.21	944,236.70	944,236.70
	ZTF6 Near North TIF (4455)	21	2,085,672	9.58621%	199,936.90	199,937.76	199,937.76
	ZTF8 Eastgate TIF (9543)	23	936,499	9.28854%	86,987.08	86,987.13	86,987.13
	ZTF0 Grand & Oakland (xxxx)	29	276,541.00	0.00000%	-	-	-
	ZTFA SS Redevelopment (xxxx)	24	186,662.00	9.58621%	17,893.81	17,893.85	17,893.85
2	Redevelopment TIF		16,904,508		1,572,510.42	1,572,513.86	1,572,513.86
			ok			ok	ok
	Total Property Tax Levy				13,372,510.42	13,372,625.62	13,372,625.62

Note(s)

- 1 Data per City of Decatur 2014 Tax Levy - certification and extension dated May 7, 2015 received by City May 13, 2015
- 2 Data per Macon County - AV increment, Tax Rates, certification and extention dated May 7, 2015 received by City May 13, 2105

Prepared By:
Office of the City Treasurer

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

Assessed Value Year
Pay Year
2014
2015
in process

Tax Levy Item	Fund	Billed \$ Amount	98.0% Collection Rate	Expected Collection \$ Amount	input	input	input	Total Distribution	Expected Account Receivable \$ Amount
					Distribution 1 6/26/2015	Distribution 2 9/28/2015	Distribution 3		
General Obligation Bond Debt	50	1,282,558.29	98.0%	1,256,907.12	671,247.14	512,630.82		1,183,877.96	73,029.16
IMRF		232,504.80	98.0%	227,854.70	121,684.71	92,931.03		214,615.74	13,238.96
Fire Pension	10	3,750,003.12	98.0%	3,675,003.06	1,962,622.34	1,498,852.85		3,461,475.19	213,527.87
Police Pension	10	3,700,016.23	98.0%	3,626,015.91	1,936,459.82	1,478,872.95		3,415,332.77	210,683.14
City Library	35	2,775,012.17	98.0%	2,719,511.93	1,452,345.04	1,109,155.31		2,561,500.35	158,011.58
Municipal Band	36	60,017.15	98.0%	58,816.81	31,411.71	23,989.03		55,400.74	3,416.07
Mass Transit		-						-	0
Public Building Bonds		-			0.06	0.03		0.09	0
Total City		11,800,111.76		11,564,109.52	6,175,770.82	4,716,432.02	-	10,892,202.84	671,906.77
City Collection Rate:									92.3%
ZTF3 Pines TIF (4062)	28	25,467.88	98.0%	24,958.52	12,733.91	12,733.97		25,467.88	(509.36)
ZTF4 SE Plaza TIF (9542)	20	297,990.54	98.0%	292,030.73	166,704.79	131,285.75		297,990.54	(5,959.81)
ZTF5 Olde Towne TIF (4555)	19	944,236.70	98.0%	925,351.97	484,416.04	361,346.62		845,762.66	79,589.31
ZTF6 Near North TIF (4455)	21	199,937.76	98.0%	195,939.00	156,138.89	43,026.19		199,165.08	(3,226.08)
ZTF8 Eastgate TIF (9543)	23	86,987.13	98.0%	85,247.39	43,673.01	43,314.12		86,987.13	(1,739.74)
ZTF0 Grand & Oakland (xxxx)	xx	-	98.0%	-	-	-		-	0
ZTFA SS Redevelopment (xxxx)	xx	17,893.85	98.0%	17,535.97	16,111.62	1,755.37		17,866.99	(331.02)
Redevelopment TIF		1,572,513.86		1,541,063.58	879,778.26	593,462.02	-	1,473,240.28	67,823.30
City Collection Rate:									93.7%
Total Property Tax Levy		13,372,625.62		13,105,173.11	7,055,549.08	5,309,894.04	-	12,365,443.12	739,730.08
City Collection Rate:									92.5%

Note(s)

- 1 Payment received 06/26/2015 from Macon County Treasurer with check distribution / checks 13114, 13258, 13280, 13256, 13232, 13143, 13281
- 2 Payment received 09/28/2015 from Macon County Treasurer with check distribution / checks 13337, 13473, 13492, 13471, 13450, 13365, 13493
- 3

Footnote (Not a part of City Tax Levy)

Decatur Road & Bridge Tax Distribution	10-0831-301102	184,559.86	150,534.23		335,094.09
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Total County Distribution to Civil City	6,360,330.68	4,866,966.25	-	11,227,296.93
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Footnote (Not a part of City Tax Levy)

Decatur Mobile Home Privilege Tax Distribution	10-0231-301106	-	-	-	test s/b "0"
Distribution to City including TIF & Mobile Home		7,240,108.94	5,460,428.27	-	12,700,537.21
General Obligation Bond Debt	50-43500-301103		ZTF3 Pines TIF (4062)	28-43281-301103	
IMRF	10-0231-301103		ZTF4 SE Plaza TIF (9542)	20-43200-301103	
Fire Pension	10-0231-301103		ZTF5 Olde Towne TIF (4555)	19-45190-301103	
Police Pension	10-0231-301103		ZTF6 Near North TIF (4455)	21-43210-301103	
City Library	35-59350-301103		ZTF8 Eastgate TIF (9543)	23-43230-301103	
Municipal Band	36-43360-301103		ZTF0 Grand & Oakland (xxxx)	29-43291-301103	
			ZTFA SS Redevelopment (xxxx)	24-43241-301103	

Prepared By:
Office of the City Treasurer

City of Decatur
City Treasurer's Financial Report
Expenditure Tracking

October, 2015

Div	Month of Fiscal Year	Fund	1 Jan	2 Feb	3 Mar	4 Apr	5 May	6 Jun	7 Jul	8 Aug	9 Sep	10 Oct	11 Nov	12 Dec	Actual YTD	Original Budget	Revised Budget	YTD % of Budget
General Government																		
010	LEGISLATIVE	10	12,860	2,929	3,046	2,988	3,329	2,716	3,907	2,344	2,654	4,547			41,320	50,497	50,497	82%
015	EXECUTIVE	10	74,024	43,966	53,147	51,851	45,309	48,252	75,366	44,811	52,498	44,091			533,315	596,612	603,696	88%
016	HUMAN RESOURCES	10	36,577	26,958	35,433	23,329	32,521	35,993	39,827	40,938	25,935	25,557			323,068	402,492	404,475	80%
017	MANAGEMENT INFO SYSTEMS	10	104,207	77,663	89,074	258,271	82,797	83,655	104,972	75,144	141,027	68,296			1,085,104	1,400,454	1,403,901	77%
018	CITY CLERK	10	22,039	29,512	13,831	13,247	36,253	12,999	18,012	12,789	15,744	12,309			186,736	193,793	194,106	96%
020	LEGAL	10	98,353	70,919	75,767	71,519	71,845	73,654	105,629	71,989	73,379	85,473			798,526	1,033,236	1,040,647	77%
035	FINANCE	10	107,114	74,718	75,885	119,406	125,748	80,149	127,508	85,596	87,604	82,357			966,085	1,404,496	1,339,903	72%
036	WATER CUSTOMER SERVICE	10	78,746	63,939	79,293	51,983	67,586	63,697	89,686	73,110	60,383	63,906			692,330	834,939	907,421	76%
037	PURCHASING	10	23,144	15,791	17,545	15,921	16,184	16,050	25,966	15,899	16,012	15,984			178,495	221,156	221,125	81%
038	CIVIC CENTER	10	(6,523)	15,284	18,132	11,916	13,563	3,266	21,366	12,157	(3,279)	25,143			111,027	138,672	138,672	80%
039	CITY GENERAL ADMINISTRATIVE	10	476,721	173,526	203,044	70,583	152,941	70,884	152,941	13,854	7,142	80,583			1,402,219	1,716,557	1,805,212	78%
Sub Total			1,027,262	595,205	664,199	691,015	648,076	491,313	765,179	448,631	479,100	508,246	-	-	6,318,226	7,992,904	8,109,655	78%
Development Services																		
050	PLANNING & SUSTAINABILITY	10	65,840	40,913	47,462	46,003	45,659	46,039	68,528	43,231	43,576	43,999			491,249	638,945	641,454	77%
052	BUILDING INSPECTIONS	10	61,152	43,139	49,472	44,060	43,069	44,790	65,316	44,608	45,776	45,050			486,433	609,758	610,322	80%
053	NEIGHBORHOOD INSPECTIONS	10	57,827	40,931	45,781	44,028	59,662	60,483	77,251	74,227	55,570	68,493			584,253	675,793	676,133	86%
054	NEIGHBORHOOD OUTREACH	10	29,167	18,641	19,942	18,663	18,760	20,125	29,379	18,961	22,147	19,555			215,341	339,049	340,748	63%
Sub Total			213,985	143,625	162,657	152,755	167,149	171,438	240,473	181,027	167,070	177,097	-	-	1,777,276	2,263,545	2,268,657	78%
Public Safety																		
060	EMERGENCY COMMUNICATIONS	10	229,923	207,899	209,582	157,290	204,604	298,952	281,735	174,245	211,433	205,195			2,180,857	2,526,374	2,521,623	86%
065	POLICE	10	2,202,367	1,436,871	1,663,521	1,530,103	1,566,575	3,517,241	2,131,368	1,527,132	3,032,832	1,493,396			20,101,406	24,891,893	25,014,882	80%
070	FIRE	10	1,309,228	912,985	1,020,607	1,008,950	1,039,250	2,980,959	1,434,686	1,096,762	2,469,872	1,019,844			14,293,143	17,112,702	17,121,203	83%
Sub Total			3,741,519	2,557,755	2,893,710	2,696,343	2,810,429	6,797,151	3,847,789	2,798,139	5,714,137	2,718,434	-	-	36,575,406	44,530,969	44,657,708	82%
Public Works																		
080	PUBLIC WORKS ADMIN	10	27,551	22,747	26,053	28,126	41,998	616,203	70,886	23,470	19,049	42,001			918,085	385,212	389,324	236%
082	ENGINEERING	10	113,334	92,153	79,075	75,344	75,551	76,638	117,575	78,620	78,126	78,263			864,680	1,154,094	1,156,979	75%
083	MUNICIPAL SERVICES	10	446,558	395,698	396,432	337,370	343,675	349,468	477,096	367,458	367,141	344,258			3,825,155	4,848,474	4,852,875	79%
084	STREETS	10	70,401	67,993	113,460	102,918	86,884	92,456	84,310	81,111	75,237	102,941			877,710	1,379,795	1,379,795	64%
086	TRAFFIC & PARKING	10	13,801	72,377	177,735	164,893	82,771	273,647	174,107	134,024	222,578	146,390			1,462,323	1,764,590	1,764,590	83%
088	URBAN FORESTRY	10	23,542	26,904	59,462	28,190	28,705	29,192	25,050	24,362	51,264	59,535			356,204	430,417	430,417	83%
Sub Total			695,187	677,871	852,216	736,841	659,585	1,437,605	949,025	709,044	813,394	773,388	-	-	8,304,157	9,962,582	9,973,980	83%
General Fund Expenditure Total			5,677,953	3,974,456	4,572,782	4,276,954	4,285,239	8,897,507	5,802,465	4,136,841	7,173,702	4,177,166	-	-	52,975,065	64,750,000	65,010,000	81%
Development Services																		
120	PLANNING	12	4,165	21,149	141	78,385	12,694	4,123	2,042	6,678	5,172	7,225			141,774	401,000	401,000	35%
170	HOME PROGRAM	17	1,243	4,221	2,867	5,224	803	2,576	6,676	5,780	1,096	1,358			31,845	227,612	227,612	14%
171	PROGRAM DELIVERY COSTS	17	26,032	32,580	9,543	180	-	-	4,875	-	690	53,022			126,922	586,955	586,955	22%
181	PROJECTS	18	3,407	135,351	5,355	1,223	1,388	1,388	1,388	1,388	71,826	8,423			231,137	920,119	920,119	25%
183	REHAB PROJECTS	18	43,680	12,754	13,948	15,069	13,902	21,122	14,095	21,185	(50,333)	159			105,579	265,131	265,131	40%
184	ADMINISTRATION	18	15,664	15,697	12,354	17,076	18,663	20,828	186,239	19,564	15,372	7,567			329,024	384,750	384,750	86%
220	DUATS	22	1,468	110,272	26,816	4,730	608	70,810	0	54,249	20,893	1,049			290,896	416,811	416,811	70%
400	PEG PROJECTS	40	560	598	17,047	620	560	571	14,551	571	796	1,300			37,174	100,000	100,000	37%
820	DCDF	82	1,843	357	15,943	790	50,912	27,555	4,604	1,085	1,544	527			105,161	130,360	130,360	81%
830	NEIGHBORHOOD IMPROVEMENTS	83	-	-	-	2,568	1,183	623	-	-	-	11			4,386	-	73,350	6%
840	URBAN REVITALIZATION	84	-	-	-	-	-	-	-	-	-	-			-	1,660,000	-	-
850	MISCELLANEOUS GRANTS	85	4,125	-	4,095	33,592	10,778	-	-	-	100	-			52,690	275,000	275,000	19%
854	USEPA HAZARDOUS SUBSTANCES	85	-	4,239	6,006	3,046	13,157	5,419	1,785	3,295	8,397	-			45,343	285,000	285,000	16%
855	USEPA PETROLEUM PRODUCTS	85	-	3,093	3,058	532	833	205	5,041	274	464	-			13,501	225,000	225,000	6%
880	RECYCLING	88	51,506	48,287	48,762	48,574	48,658	48,936	61,775	48,513	49,061	48,248			502,321	612,245	612,245	82%
Sub Total			153,695	388,599	165,934	211,609	174,139	204,156	303,070	162,584	125,078	128,888	-	-	2,017,752	6,489,983	4,903,333	41%

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October, 2015

Div	Month of Fiscal Year	Fund	1 Jan	2 Feb	3 Mar	4 Apr	5 May	6 Jun	7 Jul	8 Aug	9 Sep	10 Oct	11 Nov	12 Dec	Actual YTD	Original Budget	Revised Budget	YTD % of Budget
Redevelopment & TIF																		
190	OLDE TOWNE TIF	19	-	-	-	-	-	371,106	106,970	-	230,292	157,467	-	-	865,835	1,096,107	1,096,107	79%
200	SE PLAZA TIF	20	360,089	-	-	-	-	-	-	-	-	-	-	-	360,089	388,900	388,900	93%
210	WABASH CROSSING TIF	21	865	35,821	-	-	-	67,552	21,591	11,852	11,852	11,852	-	-	161,385	187,400	187,400	86%
230	EASTGATE TIF	23	-	-	65,948	-	-	-	-	-	102,944	124,849	-	-	293,741	254,100	254,100	116%
281	PINES SHOPPING CENTER TIF	28	-	-	65,965	-	-	-	-	-	-	-	-	-	65,965	63,900	63,900	103%
291	GRAND & OAKLAND TIF	29	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000	5,000	0%
Sub Total			360,954	35,821	131,913	-	-	438,659	128,561	11,852	345,088	294,168	-	-	1,747,015	1,995,407	1,995,407	88%
Public Safety																		
250	DRUG ENFORCEMENT	25	92,757	26,788	37,259	96,001	51,376	72,476	74,581	42,531	180,994	64,594	-	-	739,357	477,392	657,392	112%
260	DUI COURT FINES	26	2,724	2,833	18,209	1,388	16,244	12,641	1,615	11,805	66,924	19,497	-	-	153,880	167,500	167,500	92%
270	POLICE PROGRAMS/LAB	27	-	2,188	11,692	366	433	-	1,235	294	490	352	-	-	17,050	34,700	34,700	49%
300	RADIO COMMUNICATIONS	30	-	-	-	-	-	-	0	-	-	-	-	-	-	213,513	-	-
310	FIRE PROGRAMS/CADET	31	-	-	-	-	-	-	0	-	-	-	-	-	-	50,261	-	-
320	FIRE EMERGENCY GRANT	32	-	-	-	-	-	-	-	-	-	-	-	-	-	188,148	188,148	0%
397	JUSTICE ADMIN GRANT - 2013	39	11,521	-	-	-	-	-	-	-	-	-	-	-	11,521	46,084	46,084	25%
398	JUSTICE ADMIN GRANT - 2014	39	-	-	-	-	-	-	-	-	-	28,240	-	-	28,240	50,000	50,000	56%
Sub Total			107,002	31,808	67,160	97,755	68,053	85,116	77,431	54,630	248,408	112,683	-	-	950,048	1,227,598	1,143,824	83%
Debt Service																		
501	DS-SPRING CREEK SEWER LOAN	50	-	17,884	-	-	-	-	-	-	-	-	-	-	17,884	17,884	17,884	100%
502	DS-WEST MOUND SEWER LOAN	50	-	-	-	6,394	-	-	-	-	-	-	-	-	6,394	6,394	6,394	100%
503	DS-2014 GO BOND	50	-	1,260,694	-	-	-	375	-	519,744	-	-	-	-	1,780,813	1,780,788	1,780,788	100%
505	DS-2015 GO BOND	50	-	-	-	-	-	-	-	-	250,000	-	-	-	-	250,000	250,000	0%
512	DS-2002 BOND-WABASH CROSSNG	50	45,292	-	-	-	-	-	220,292	-	-	-	-	-	265,585	265,585	265,585	100%
514	DS-2008 GO BONDS	50	-	-	-	-	-	190,356	-	-	-	-	-	-	190,356	1,171,141	1,171,141	16%
516	DS-2010A BOND	50	-	-	-	-	-	222,891	-	-	-	-	-	-	222,891	596,211	596,211	37%
517	DS-2010B BOND	50	1,053	-	-	-	-	684,534	-	-	-	-	-	-	685,586	2,324,746	2,324,746	29%
518	DS-2010C BOND	50	-	-	-	-	-	41,800	-	-	-	-	-	-	41,800	279,028	279,028	15%
519	DS-2010D BOND	50	-	-	-	-	-	10,925	-	-	-	-	-	-	10,925	277,278	277,278	4%
521	DS-2012 GO BOND	50	-	673,738	-	-	-	-	-	73,891	-	-	-	-	747,629	747,629	747,629	100%
522	DS-2013 GO BOND	50	-	1,514,775	350	-	-	-	-	322,150	-	-	-	-	1,837,275	1,837,275	1,837,275	100%
Sub Total			46,345	3,467,091	350	6,394	-	1,150,881	220,292	915,784	-	-	-	-	5,807,138	9,553,959	9,553,959	61%
Public Works & Capital																		
430	2010 PROJECT FUND	43	-	3,207	10,142	2,128	10,907	105,099	283	1,596	89,336	-	-	-	222,698	880,908	880,908	25%
451	CAPITAL STREET PROJECTS	45	31,671	-	-	-	-	-	-	-	-	-	-	-	31,671	77,719	77,719	41%
460	MFT PROJECTS	46	33,574	120,002	609,004	238,951	30,038	612,845	56,358	42,662	122,593	37,069	-	-	1,903,096	3,528,481	3,528,481	54%
470	MAJOR MOVES	47	-	-	-	-	143,364	-	-	6,293	-	-	-	-	149,657	737,803	737,803	20%
490	FIRE CAPITAL	49	-	-	-	-	-	-	-	-	-	-	-	-	-	195,000	-	-
601	FLEET OPERATIONS	60	112,347	124,948	148,368	101,592	109,592	98,224	119,463	100,031	108,401	346,883	-	-	1,369,849	1,479,888	1,479,888	93%
602	FLEET INVENTORY	60	22,101	92,716	88,192	70,941	77,903	59,269	66,178	74,234	109,864	45,410	-	-	706,807	1,360,000	1,360,000	52%
603	FLEET CAPITAL	60	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
610	EQUIPMENT REPLACEMENT	61	-	-	-	520	-	-	-	-	-	270,265	-	-	270,785	650,000	650,000	42%
780	STORM WATER PROJECTS	78	19,072	1,098	5,280	1,849	3,372	38,965	59,860	61,947	87,012	70,190	-	-	348,643	1,509,216	1,509,216	23%
790	SEWER PROJECTS	79	307,283	370,201	273,107	270,830	157,628	1,217,165	904,699	384,355	249,206	262,524	-	-	4,396,996	8,764,202	8,764,202	50%
792	SEWER DEBT SERVICE-2013 IEPA	79	-	-	-	221,017	-	-	-	-	-	226,901	-	-	447,918	519,696	519,696	86%
793	SEWER DEBT SERVICE-2014 IEPA	79	-	-	-	-	-	-	-	-	-	-	-	-	-	79,428	79,428	0%
Sub Total			526,048	712,172	1,134,092	907,827	532,803	2,131,567	1,206,841	671,118	766,411	1,259,240	-	-	9,848,120	19,782,341	19,587,341	50%
Management Services																		
670	MIS OPERATIONS	67	-	35,872	29,782	(11,215)	233,000	73,295	39,314	-	5,431	27,190	-	-	432,669	523,381	523,381	83%
701	MT-OPERATIONS	70	78,572	80,095	62,279	76,203	65,494	77,568	78,581	48,124	107,365	97,833	-	-	772,114	864,734	864,734	89%
702	MT-MAINTENANCE	70	91,020	76,177	116,710	71,515	82,269	310,851	91,527	94,424	102,180	128,591	-	-	1,165,264	1,104,580	1,104,580	105%
703	MT-TRANSPORTATION	70	383,191	303,373	387,667	306,318	296,219	429,078	307,016	300,682	329,005	399,093	-	-	3,441,642	4,469,555	4,469,555	77%
704	MT-INSURANCE	70	11,767	11,611	12,361	11,611	22,745	2,504	477	477	73,756	93,669	-	-	240,977	205,724	205,724	117%
705	MT-CAPITAL	70	-	-	-	-	-	119,600	-	-	2,000	-	-	-	121,600	3,300,000	3,300,000	4%
Sub Total			564,550	507,127	608,799	454,432	699,727	1,012,895	516,916	443,707	619,737	746,376	-	-	6,174,266	10,467,974	10,467,974	59%

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Library																			
351	LIBRARY OPERATIONS	35		296,367	240,660	324,292	238,900	233,370	269,204	330,771	241,515	280,168	270,389			2,725,636	3,418,183	3,418,183	80%
353	LIBRARY ANNEX	35		518	638	544	362	336	305	320	315	-	-			3,337	2,350	2,350	142%
582	LIBRARY CAPITAL PROJECTS	58		-	-	-	-	-	-	-	-	-	-			-	35,000	35,000	0%
591	DPL-CANTONI TRUST	59		-	-	-	-	-	-	-	-	-	-			-	20,000	20,000	0%
592	DPL-MEYER TRUST	59		45	3,877	10,060	61	1,198	239	234	1,437	995	50			18,195	89,500	89,500	20%
594	DPL-DONATIONS	59		-	371	1,259	311	684	-	1,126	433	1,002	508			5,693	10,000	10,000	57%
Sub Total				296,929	245,546	336,155	239,633	235,588	269,747	332,451	243,700	282,165	270,947	-	-	2,752,862	3,575,033	3,575,033	77%
Other Miscellaneous																			
360	BAND	36		479	1,989	2,146	200	3,483	15,949	33,007	16,735	7,162	5,782			86,933	78,303	78,303	111%
641	RISK MANAGEMENT	64		34,710	25,366	24,873	27,359	27,640	25,147	31,200	24,786	24,946	29,335			275,361	333,431	333,431	83%
642	WORKER'S COMPENSATION	64		243,255	169,855	162,339	141,469	112,893	125,199	24,518	104,382	83,913	147,260			1,315,083	1,729,443	1,729,443	76%
643	LIABILITY PROPERTY & CASUALTY	64		3,708	70,399	161,134	83,467	7,223	15,128	4,489	12,392	275,191	14,210			647,342	764,661	764,661	85%
651	MEDICAL INSURANCE	65		926,475	795,249	807,165	800,747	895,537	854,980	752,073	746,874	698,076	745,324			8,022,498	9,565,180	9,565,180	84%
653	UNEMPLOYMENT INSURANCE	65		-	8,696	-	-	16,292	-	-	5,982	-	-			30,969	50,368	50,368	61%
Sub Total				1,208,627	1,071,554	1,157,656	1,053,242	1,063,068	1,036,403	845,286	911,150	1,089,288	941,912	-	-	10,378,186	12,521,386	12,521,386	83%
Water Utility & Capital																			
801	WATER PRODUCTION	80		276,192	315,287	471,068	351,950	343,904	418,613	408,324	309,379	391,220	310,832			3,596,770	5,413,567	5,413,567	66%
802	WATER LAKE SERVICES	80		65,677	52,382	65,893	55,956	52,150	90,444	122,181	119,710	167,039	59,468			850,899	1,118,213	1,118,213	76%
803	WATER ADMINISTRATION	80		265,973	266,655	255,224	253,884	254,199	258,747	271,038	274,995	256,470	256,486			2,613,671	4,707,082	4,707,082	56%
804	WATER SERVICES	80		284,856	236,483	244,709	229,165	258,656	217,165	282,831	223,075	231,390	251,855			2,460,183	3,657,990	3,657,990	67%
808	WATER DEBT SERV-SWTP	80		808,721	275,641	325,641	325,641	325,641	396,864	396,862	806,863	806,863	806,863			5,275,600	6,807,162	6,807,162	78%
809	WATER DEBT-NITRATE FACILITY	80		-	-	-	-	-	242,179	-	-	-	-			242,179	484,358	484,358	50%
80B	WATER DEBT-MAIN&FRANK TANK	80		180,840	-	-	-	-	-	180,840	-	-	-			361,681	357,109	357,109	101%
80C	WATER DEBT-ENERGY PROJECT	80		-	296,750	500	-	296,750	-	-	296,750	-	-			890,750	1,195,250	1,195,250	75%
811	WATER NON LAKE CAPITAL	81		-	248,509	99,173	139	-	-	11,480	334	66,470	339,221			765,327	3,379,697	3,379,697	23%
812	WATER LAKE CAPITAL	81		-	10,000	-	-	135,774	201,065	-	23,381	-	-			370,220	795,000	795,000	47%
890	WATER BONDS	89		2,428,376	-	7,341	46,369	14,459	2,316,304	35,426	1,697,912	403,131	6,122,248			13,071,567	24,460,000	24,460,000	53%
Sub Total				4,310,635	1,701,706	1,469,549	1,263,105	1,681,532	4,141,380	1,708,982	3,752,400	2,322,583	8,146,973	-	-	30,498,846	52,375,428	52,375,428	58%
Fudiciary Trust & Agency																			
900	FIRE PENSION	90		590,226	621,980	591,565	583,339	608,601	600,039	600,278	607,243	612,955	594,739			6,010,966	7,527,342	7,527,342	80%
910	POLICE PENSION	91		555,628	657,219	566,420	577,619	571,712	590,765	571,802	651,746	563,816	562,146			5,868,873	7,104,981	7,104,981	83%
Sub Total				1,145,854	1,279,199	1,157,985	1,160,958	1,180,314	1,190,804	1,172,080	1,258,989	1,176,771	1,156,885	-	-	11,879,838	14,632,323	14,632,323	81%
Grand Total Expenditures				14,398,592	13,415,080	10,802,375	9,671,911	9,920,464	20,559,114	12,314,377	12,562,755	14,149,231	17,235,239	-	-	135,029,136	197,371,432	195,766,008	69%

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

Month of: **October, 2015**

US\$ (whole)	Current Month Actual	Current Month Budget	O(U) Budget	Prior Year Actual	O(U) Prior Year
Revenue					
Water Sales	2,530,030	2,244,548	285,482	1,886,797	643,233
Tapping Fees	1,529	3,000	(1,471)	4,415	(2,886)
Transfer from Other funds	-	-	-	-	-
Interest Income	254	50	204	119	135
Other Income	33,849	10,000	23,849	19,950	13,899
Total Revenue	2,565,662	2,257,598	308,064	1,911,281	654,381
Cost of Service					
Water Production	310,832	438,162	(127,330)	304,596	6,236
Water Services	251,855	287,895	(36,040)	224,273	27,582
Total Cost of Service	562,687	726,057	(163,370)	528,869	33,818
% of Revenue	21.9%	32.2%		27.7%	
Water Gross Margin	2,002,975	1,531,541	471,434	1,382,412	620,563
% of Revenue	78.1%	67.8%		72.3%	
Operating Expense					
Lake Management	59,468	89,146	(29,678)	55,830	3,638
Water Administration	256,486	258,365	(1,879)	220,706	35,780
Total Operating Expense	315,954	347,511	(31,557)	276,536	39,418
% of Revenue	12.3%	15.4%		14.5%	
Margin Before Debt Service	1,687,021	1,184,030	502,991	1,105,876	581,145
% of Revenue	65.8%	52.4%		57.9%	
Debt Service					
GO Bond Debt	806,863	806,863	-	714,008	92,855
IEPA - Nitrate Facility	-	-	-	-	-
IEPA - Water Tower	-	-	-	-	-
JCI - Auto Water Meter	-	-	-	-	-
Total Debt Service	806,863	806,863	-	714,008	92,855
% of Revenue	31.4%	35.7%		37.4%	
Transfer to Capital					
CapEx Funding	-	-	-	-	-
Operating Income	880,158	377,167	502,991	391,868	488,290
% of Revenue	34.3%	16.7%		20.5%	

Balance Sheet Items (Operating Fund)				
Cash	8,187,433		3,884,366	
Interfund AR	100,000		200,000	
Investments	-		-	
Total Cash & Investments	8,287,433		4,084,366	
Accounts Receivable	2,392,707		1,866,433	

Current YTD Actual	Current YTD Budget	O(U) Budget	Prior YTD Actual	O(U) Prior Year
21,183,927	20,384,738	799,189	17,135,687	4,048,240
18,743	30,000	(11,257)	33,024	(14,281)
57,735	57,735	-	28,848	28,887
1,540	500	1,040	662	878
170,844	100,000	70,844	128,494	42,350
21,432,789	20,572,973	859,816	17,326,715	4,106,074
3,596,769	4,485,368	(888,599)	3,369,390	227,379
2,460,185	3,014,449	(554,264)	2,494,872	(34,687)
6,056,954	7,499,817	(1,442,863)	5,864,262	192,692
28.3%	36.5%		33.8%	
15,375,835	13,073,156	2,302,679	11,462,453	3,913,382
71.7%	63.5%		66.2%	
850,900	923,768	(72,868)	736,434	114,466
2,613,671	2,614,385	(714)	2,273,747	339,924
3,464,571	3,538,153	(73,582)	3,010,181	454,390
16.2%	17.2%		17.4%	
11,911,264	9,535,003	2,376,261	8,452,272	3,458,992
55.6%	46.3%		48.8%	
5,275,600	5,275,600	-	3,873,683	1,401,917
242,179	242,179	-	242,179	-
361,680	361,681	(1)	345,105	16,575
890,750	890,250	500	447,953	442,797
6,770,209	6,769,710	499	4,908,920	1,861,289
31.6%	32.9%		28.3%	
-	-	-	-	-
5,141,055	2,765,293	2,375,762	3,543,352	1,597,703
24.0%	13.4%		20.5%	

Comments

Receivable from Recycling Fund

Prepared By: Office of the City Treasurer

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

Month of: **October, 2015**

	Current Month Actual	Current YTD Actual	Current YTD Budget	O(U) Budget	Full Year Budget	Comments
Revenue						
CapEx Funding	-	-	-	-	1,560,600	CapEx funding from Water Operating Fund
ADM Cost Share	-	319,482	1,000,000	(680,518)	1,000,000	Actual ADM cost share
IEPA Loan draw down	-	-	-	-	-	
Other	64	1,515	-	1,515	-	
Total Revenue	64	320,997	1,000,000	(679,003)	2,560,600	

CapEx Project Spending					
Operating CapEx	-	1,629	50,000	(48,371)	50,000
Capital Equipment	-	354,246	-	354,246	-
JCI Water Meter project	-	-	-	-	1,168,697
Water Distribution	-	-	150,000	(150,000)	200,000
Pump Stations	-	-	175,000	(175,000)	300,000
Water Main Replacement	309,259	366,713	903,000	(536,287)	993,000
SWTP CapEx	29,962	42,738	468,000	(425,262)	668,000
Lake Operating	-	-	19,445	(19,445)	25,000
Storm Water Improvement	-	201,065	-	201,065	210,000
EPA Non Source	-	19,841	25,000	(5,159)	25,000
Lakefront Development	-	145,774	500,000	(354,226)	500,000
Sediment Control	-	3,540	35,000	(31,460)	35,000
xxxx	-	-	-	-	-
xxxx	-	-	-	-	-
xxxx	-	-	-	-	-
Total CapEx Spending	339,221	1,135,546	2,325,445	(1,189,899)	4,174,697

Surplus (Deficit)	(339,157)	(814,549)	(1,325,445)	(1,614,097)
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Capital Fund Cash Position

Cash at January 1, 2014	3,768,276		
Current Cash Position	2,953,728	Cash Position Target at December 31, 2015	2,154,179
included in cash above	1,169,512	JCI project cash in Regions escrow account	-

Prepared By: Office of the City Treasurer

City of Decatur
Water Utility Financial Report
Key Metrics

[home](#)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year	YTD Comparison
Current Year														
Water Bill Count														
Original Bills														
Residential	25,537	26,418	29,872	24,586	27,189	28,348	27,309	25,025	27,326	28,502			270,112	
Industrial	33	33	33	33	33	33	33	33	33	33			330	
Commercial	2,622	2,666	2,819	2,502	2,661	2,818	2,679	2,599	2,703	2,729			26,798	
Total	28,192	29,117	32,724	27,121	29,883	31,199	30,021	27,657	30,062	31,264	-	-	297,240	100.3%
Delinquent Bills														
Residential	6,872	6,507	7,250	6,803	6,001	7,870	7,363	6,965	7,582	7,757			70,970	
Industrial	2	-	-	-	-	-	-	-	-	-			2	
Commercial	429	345	406	352	327	387	376	402	377	401			3,802	
Total	7,303	6,852	7,656	7,155	6,328	8,257	7,739	7,367	7,959	8,158	-	-	74,774	106.0%
Total Bill Count	35,495	35,969	40,380	34,276	36,211	39,456	37,760	35,024	38,021	39,422	-	-	372,014	101.4%
Cubit Feet Consumption Billed														
Residential	12,884,286	12,298,038	13,495,337	11,719,072	12,764,089	13,912,477	14,302,296	14,020,261	15,328,389	14,581,846			135,306,091	97.9%
Industrial	46,994,530	39,815,985	33,165,560	43,361,232	41,275,400	38,976,983	47,557,297	44,169,858	45,462,239	44,151,617			424,930,701	105.3%
Commercial	11,263,612	9,505,907	10,138,657	10,610,268	10,013,308	11,648,090	12,849,089	13,265,969	15,102,023	13,618,363			118,015,286	96.4%
Total	71,142,428	61,619,930	56,799,554	65,690,572	64,052,797	64,537,550	74,708,682	71,456,088	75,892,651	72,351,826	-	-	678,252,078	102.1%
Water Shut Offs														
	296	331	283	314	252	349	334	366	334	314			3,173	128.6%
Customer Service Telephone Calls	4,806	4,284	5,076	4,849	4,330	4,887	5,158	5,070	4,717	4,974			48,151	110.5%
Water Billed \$														
Residential	\$ 582,901	\$ 542,581	\$ 578,515	\$ 501,760	\$ 588,534	\$ 738,751	\$ 751,598	\$ 726,028	\$ 789,539	\$ 762,262			\$ 6,562,469	125.7%
Industrial	\$ 910,973	\$ 789,337	\$ 689,353	\$ 853,302	\$ 809,525	\$ 945,641	\$ 1,130,989	\$ 1,064,698	\$ 1,069,925	\$ 1,065,933			\$ 9,329,676	131.2%
Commercial	\$ 392,034	\$ 343,449	\$ 364,232	\$ 366,672	\$ 380,137	\$ 504,612	\$ 536,239	\$ 540,699	\$ 602,574	\$ 564,917			\$ 4,595,565	122.0%
Total	\$ 1,885,908	\$ 1,675,367	\$ 1,632,100	\$ 1,721,734	\$ 1,778,196	\$ 2,189,004	\$ 2,418,826	\$ 2,331,425	\$ 2,462,038	\$ 2,393,112	\$ -	\$ -	\$ 20,487,710	127.3%
Penalty \$	\$ 9,552	\$ 9,773	\$ 9,573	\$ 8,979	\$ 8,335	\$ 11,403	\$ 12,874	\$ 13,317	\$ 14,439	\$ 13,449			\$ 111,694	122.7%
Total Billed	\$ 1,895,459	\$ 1,685,140	\$ 1,641,673	\$ 1,730,713	\$ 1,786,531	\$ 2,200,407	\$ 2,431,700	\$ 2,344,742	\$ 2,476,477	\$ 2,406,561	\$ -	\$ -	\$ 20,599,403	127.3%
Water Gallonage														
Gallons (000)	245,850	230,470	256,570	268,360	284,300	228,570	294,720	300,870	304,789	274,480			2,688,979	88.5%
\$ Billed	\$ 73,509	\$ 68,911	\$ 76,714	\$ 80,240	\$ 85,006	\$ 68,342	\$ 88,121	\$ 89,960	\$ 91,132	\$ 82,070			\$ 804,005	90.6%
Water Billed vs Cash Receipts														
Billed \$	\$ 1,968,969	\$ 1,754,051	\$ 1,718,387	\$ 1,810,953	\$ 1,871,537	\$ 2,268,749	\$ 2,519,821	\$ 2,434,702	\$ 2,567,609	\$ 2,488,631	\$ -	\$ -	\$ 21,403,409	125.4%
Cash Revenue \$	\$ 1,884,792	\$ 1,809,958	\$ 1,728,841	\$ 1,804,985	\$ 1,777,447	\$ 2,173,545	\$ 2,467,269	\$ 2,470,164	\$ 2,536,896	\$ 2,530,030			\$ 21,183,925	123.6%
% Cash to Billed	95.7%	103.2%	100.6%	99.7%	95.0%	95.8%	97.9%	101.5%	98.8%	101.7%	-	-	99.0%	
Prior Year														
Water Bill Count														
Original Bills														
Residential	27,815	24,364	29,278	24,584	27,843	24,659	30,034	27,674	25,309	27,915	24,005	30,100	323,580	
Industrial	33	33	32	33	33	33	33	33	33	33	-	33	362	
Commercial	2,712	2,494	2,762	2,611	2,665	2,433	2,919	2,781	2,578	2,682	2,408	2,797	31,842	
Total	30,560	26,891	32,072	27,228	30,541	27,125	32,986	30,488	27,920	30,630	26,413	32,930	355,784	
Delinquent Bills														
Residential	7,066	6,146	5,611	6,804	5,727	7,139	6,860	6,969	7,274	7,394	5,424	8,615	81,029	
Industrial	-	-	-	-	-	-	-	-	1	-	-	-	1	
Commercial	378	295	342	322	335	389	355	368	364	398	314	480	4,340	
Total	7,444	6,441	5,953	7,126	6,062	7,528	7,215	7,337	7,639	7,792	5,738	9,095	85,370	
Total Bill Count	38,004	33,332	38,025	34,354	36,603	34,653	40,201	37,825	35,559	38,422	32,151	42,025	441,154	
Cubit Feet Consumption Billed														
Residential	14,579,987	14,164,757	12,045,872	11,844,397	14,515,945	13,657,291	16,659,388	14,419,222	12,841,812	13,541,611	11,285,234	13,598,819	163,154,335	
Industrial	38,045,174	36,304,337	34,396,278	41,422,088	40,283,387	41,416,368	42,248,940	43,930,038	45,246,709	40,188,801	-	60,233,519	463,715,639	
Commercial	10,548,740	11,095,788	10,367,766	10,880,209	11,948,315	11,827,169	13,529,250	13,497,533	16,822,073	11,886,637	4,788,858	13,075,053	140,267,391	
Total	63,173,901	61,564,882	56,809,916	64,146,694	66,747,647	66,900,828	72,437,578	71,846,793	74,910,594	65,617,049	16,074,092	86,907,391	767,137,365	
Water Shut Offs														
	227	240	232	241	177	199	247	320	285	300	276	310	3,054	
Customer Service Tphone Calls	4,556	4,103	4,125	4,104	4,063	4,079	4,665	4,697	4,508	4,690	3,716	4,633	51,939	
Water Billed \$														
Residential	\$ 470,266	\$ 442,949	\$ 399,810	\$ 388,866	\$ 528,968	\$ 568,187	\$ 691,631	\$ 607,041	\$ 544,197	\$ 577,469	\$ 485,266	\$ 587,603	\$ 6,292,253	
Industrial	\$ 571,572	\$ 565,353	\$ 523,664	\$ 616,491	\$ 691,899	\$ 804,885	\$ 818,746	\$ 854,574	\$ 878,230	\$ 784,386	\$ -	\$ 1,130,220	\$ 8,240,020	
Commercial	\$ 290,430	\$ 296,496	\$ 284,817	\$ 295,708	\$ 360,943	\$ 399,091	\$ 463,406	\$ 479,435	\$ 484,792	\$ 411,821	\$ 208,211	\$ 442,302	\$ 4,417,452	
Total	\$ 1,332,268	\$ 1,304,798	\$ 1,208,291	\$ 1,301,065	\$ 1,581,810	\$ 1,772,163	\$ 1,973,783	\$ 1,941,050	\$ 1,907,219	\$ 1,773,676	\$ 693,477	\$ 2,160,125	\$ 18,949,725	
Penalty \$	\$ 9,176	\$ 6,961	\$ 8,391	\$ 6,793	\$ 6,953	\$ 9,135	\$ 10,331	\$ 10,473	\$ 11,672	\$ 11,140	\$ 7,704	\$ 11,644	\$ 110,373	
Total Billed	\$ 1,341,444	\$ 1,311,759	\$ 1,216,682	\$ 1,307,858	\$ 1,588,763	\$ 1,781,298	\$ 1,984,114	\$ 1,951,523	\$ 1,918,891	\$ 1,784,816	\$ 701,181	\$ 2,171,769	\$ 19,060,098	
Water Gallonage														
Gallons (000)	347,520	307,710	300,240	302,850	297,810	352,350	329,490	293,330	256,320	249,910	245,420	255,573	3,538,523	
\$ Billed	\$ 101,476	\$ 89,851	\$ 87,670	\$ 88,432	\$ 86,961	\$ 102,886	\$ 96,211	\$ 85,652	\$ 74,845	\$ 72,974	\$ 72,548	\$ 76,416	\$ 1,035,922	
Water Billed vs Cash Receipts														
Billed \$	\$ 1,442,920	\$ 1,401,610	\$ 1,304,352	\$ 1,396,290	\$ 1,675,724	\$ 1,884,184	\$ 2,080,325	\$ 2,037,175	\$ 1,993,736	\$ 1,857,790	\$ 773,729	\$ 2,248,185	\$ 20,096,020	
Cash Revenue \$	\$ 1,478,921	\$ 1,092,773	\$ 1,960,250	\$ 1,411,461	\$ 1,475,466	\$ 1,793,787	\$ 1,588,222	\$ 2,345,263	\$ 2,102,747	\$ 1,886,797	\$ 758,827	\$ 2,364,275	\$ 20,258,789	
% Cash to Billed	102.5%	78.0%	150.3%	101.1%	88.0%	95.2%	76.3%	115.1%	105.5%	101.6%	98.1%	105.2%	100.8%	

City of Decatur
Treasurer's Financial Report
Headcount Staffing Level

Period Ending: October, 2015

	2015 Budget	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Prior Yr End
Full Time Staffing														
Executive	4	3	3	4	4	4	4	4	4	4	4			3
Legislative	0	0	0	0	0	0	0	0	0	0	0			0
Finance	22	21	21	20	22	22	22	22	22	22	21			21
Management Services	15	15	15	15	15	14	14	13	13	13	15			15
Corporation Counsel	8	8	8	8	8	8	8	8	8	8	7			8
Planning & Building Services	12	11	11	12	12	12	11	11	11	11	12			12
Neighborhood Services	9	7	7	7	7	7	7	7	7	7	7			7
Public Safety	305	297	296	300	301	299	296	296	293	304	304			287
Public Works	70	67	65	64	64	64	67	67	66	65	63			65
Water Management	46	43	43	43	43	43	42	42	42	42	45			43
Total Full Time	491	472	469	473	476	473	471	470	466	476	478	0	0	461
Part Time Staffing														
Executive	0	1	1											1
Legislative	7	7	7	7	7	7	7	7	7	7	7			7
Finance	0													1
Management Services	0													0
Corporation Counsel	0													0
Planning & Building Services	0							1	2	2	1			0
Neighborhood Services	0		1	1	1	1	1	1	1					0
Public Safety	0							2	2	2	2			0
Public Works	0	6	1											0
Water Management	0					9	12	12	12	2	1			0
Total Temporary	7	14	10	8	8	17	20	23	24	13	11	0	0	9
Total City Staff Headcount	498	486	479	481	484	490	491	493	490	489	489	0	0	470

Note

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

City of Decatur
Treasurer's Financial Report
Headcount Staffing Level

Period Ending: October, 2015

	2015 Budget	Jan	Feb	Mar	Apr	May	2014 Staffing Levels						Prior Yr End	
							Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Full Time Staff														
Executive	4	3	3	4	4	4	4	4	4	4	4			3
Legislative	0	0	0	0	0	0	0	0	0	0	0			
Financial Management														
Finance	11	11	11	10	11	11	11	11	11	11	11			11
Purchasing	2	2	2	2	2	2	2	2	2	2	2			2
Risk Management	2	2	2	2	2	2	2	2	2	2	2			2
Water Customer Service	7	6	6	6	7	7	7	7	7	7	6			6
Total	22	21	21	20	22	22	22	22	22	22	21	0	0	21
Management Services														
City Clerk	2	2	2	3	3	2	2	2	2	2	2			3
Human Resources	3	3	3	3	3	3	3	3	2	2	3			2
MIS Information Technology	9	9	9	8	8	8	8	8	9	8	9			9
Mass Transit	1	1	1	1	1	1	1	0	0	1	1			1
Total	15	15	15	15	15	14	14	13	13	13	15	0	0	15
Corporation Legal Counsel														
	8	8	8	8	8	8	8	8	8	8	7			8
Planning & Building Service														
Planning & Sustainability	6	5	5	6	6	6	5	5	5	5	6			6
Building Inspections	6	6	6	6	6	6	6	6	6	6	6			6
Total	12	11	11	12	12	12	11	11	11	11	12	0	0	12
Neighborhood Services														
Outreach	3	2	2	2	2	2	2	2	2	2	2			3
Inspection	6	5	5	5	5	5	5	5	5	5	5			4
Total	9	7	7	7	7	7	7	7	7	7	7	0	0	7
Public Safety														
Fire	111	107	107	111	111	111	109	109	109	111	111			107
Police	170	169	168	168	167	165	164	163	161	170	169			159
Police Communications	24	21	21	21	23	23	23	24	23	23	24			21
Total	305	297	296	300	301	299	296	296	293	304	304	0	0	287
Public Works														
Administration	2	2	2	2	2	2	2	2	2	2	2			2
Engineering	11	11	10	10	10	10	10	10	10	10	10			11
Municipal Services	57	54	53	52	52	52	55	55	54	53	51			52
Total	70	67	65	64	64	64	67	67	66	65	63	0	0	65
Water Management														
Administration	4	4	4	4	4	4	4	4	4	4	4			4
Production	15	14	15	15	15	14	14	14	14	14	15			14
Services	27	25	24	24	24	25	24	24	24	24	26			25
Total	46	43	43	43	43	43	42	42	42	42	45	0	0	43
Total City Staffing	491	472	469	473	476	473	471	470	466	476	478	0	0	461

Note

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

City of Decatur
Treasurer's Financial Report
Headcount Staffing Level

Period Ending: October, 2015

	2015 Budget	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Prior Yr End
Part Time / Temporary Staff														
Executive		1	1											1
Legislative	7	7	7	7	7	7	7	7	7	7	7			7
Financial Management														
Finance														
Purchasing														
Risk Management														
Water Customer Service														
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Management Services														
Administration														
Human Resources														
MIS Information Technology														
Mass Transit														
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Corporation Legal Counsel														
														0
Planning & Building Service														
Planning & Sustainability								1	1	1	1			
Building Inspections								1	1	1				
Total	0	0	0	0	0	0	0	1	2	2	1	0	0	0
Neighborhood Services														
Outreach			1	1	1	1	1	1	1					
Inspection														
Total	0	0	1	1	1	1	1	1	1	0	0	0	0	0
Public Safety														
Fire														
Police								2	2	2	2			
Police Communications														
Total	0	0	0	0	0	0	0	2	2	2	2	0	0	0
Public Works														
Administration														
Engineering														
Municipal Services		6	1											
Total	0	6	1	0	0	0	0	0	0	0	0	0	0	0
Water Management														
Administration & Lake						9	12	12	12	2	1			
Production														
Services														
Total	0	0	0	0	0	9	12	12	12	2	1	0	0	0
Total City Staffing	7	14	10	8	8	17	20	23	24	13	11	0	0	8

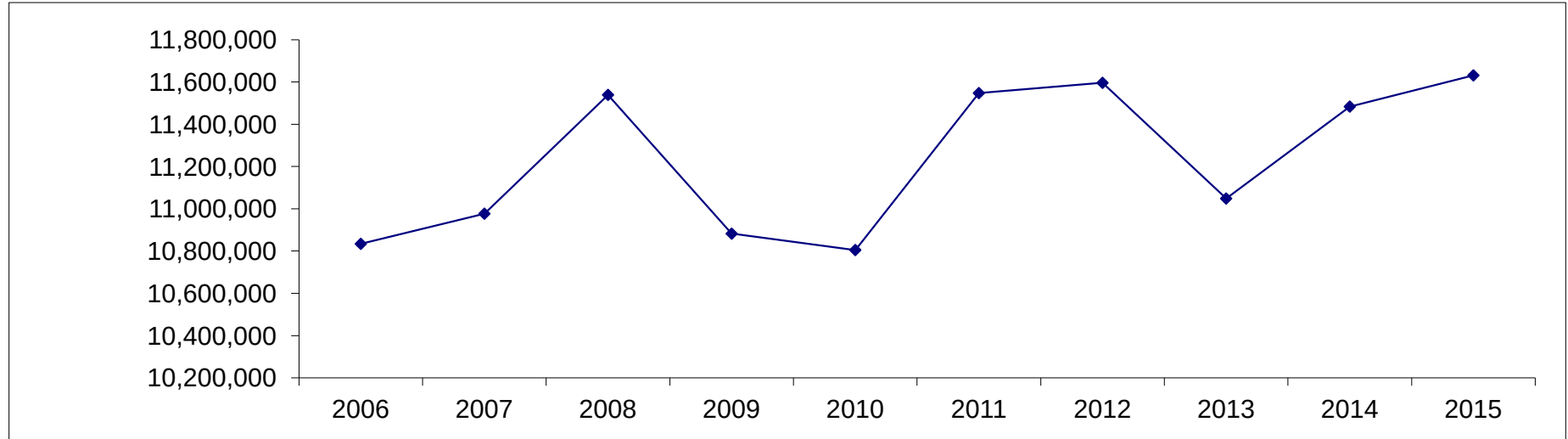
Note
 Above report includes all Temporary W-2 EE's

Projected Revenues

STATE SALES TAX

MONTH	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual		
JANUARY	834,093	839,753	950,792	997,996	832,060	916,053	939,211	918,325	938,684	963,009	A
FEBRUARY	774,643	846,592	918,964	915,498	882,512	1,104,610	935,641	880,247	914,587	941,678	A
MARCH	1,046,126	1,116,350	1,137,122	1,065,522	1,042,881	1,140,844	1,158,700	1,076,758	1,106,071	1,120,789	A
APRIL	821,576	823,747	871,929	857,110	771,162	844,138	871,624	856,724	825,291	857,417	A
MAY	1,022,405	824,758	858,475	778,543	845,828	851,665	986,897	884,323	868,465	877,404	A
JUNE	834,052	895,581	936,960	905,163	902,403	941,869	1,021,804	954,864	974,156	978,888	A
JULY	910,047	891,023	915,130	930,576	878,430	966,695	918,786	922,915	935,127	944,686	A
AUGUST	941,046	948,696	981,744	913,335	932,682	942,384	991,930	796,714	1,028,409	992,900	A
SEPTEMBER	928,346	959,958	1,000,615	902,510	956,479	976,252	951,845	948,422	979,712	1,006,626	A
OCTOBER	909,434	947,269	984,005	875,180	911,376	942,225	911,934	925,873	981,740	991,641	A
NOVEMBER	934,159	955,043	1,052,654	880,784	958,698	955,438	1,001,513	964,174	961,614	973,976	B
DECEMBER	878,148	928,029	930,497	860,148	890,326	965,215	906,055	919,141	969,684	982,150	B

TOTALS	10,834,074	10,976,799	11,538,887	10,882,364	10,804,838	11,547,387	11,595,938	11,048,482	11,483,540	11,631,165
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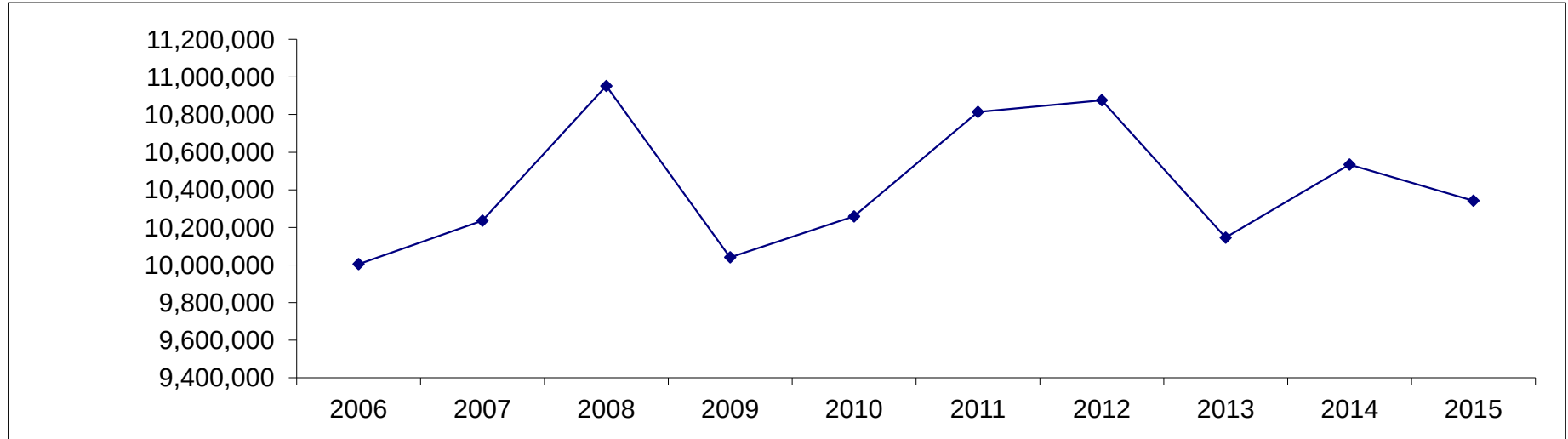
Funds split in General, Southeast TIF, Eastgate TIF and Pines TIF funds

Projected Revenues

LOCAL SALES TAX

MONTH	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual		
JANUARY	849,114	822,865	884,581	908,470	805,816	841,530	914,456	861,196	887,481	889,089	A
FEBRUARY	812,201	898,031	915,708	854,383	857,826	880,959	911,162	880,506	862,759	863,243	A
MARCH	1,030,941	1,087,197	1,104,524	999,242	1,020,668	1,105,939	1,088,443	1,012,286	1,022,997	1,000,115	A
APRIL	708,139	740,430	792,321	760,928	701,269	767,991	758,516	773,089	739,227	739,805	A
MAY	747,293	696,238	784,161	734,057	757,147	761,238	929,937	775,938	779,506	764,685	A
JUNE	777,130	838,248	863,332	807,427	847,234	863,436	942,726	853,033	865,335	832,374	A
JULY	816,359	823,069	874,926	773,331	859,117	925,802	864,230	846,702	864,489	833,551	A
AUGUST	853,373	800,569	949,298	847,643	868,171	959,067	927,747	619,512	957,423	906,467	A
SEPTEMBER	877,490	885,527	956,880	859,902	875,938	950,587	899,635	901,318	916,077	911,765	A
OCTOBER	821,199	869,233	943,181	825,361	871,193	898,365	838,868	860,182	882,079	875,986	A
NOVEMBER	878,862	916,129	982,082	845,374	930,915	916,686	902,358	897,029	884,609	868,454	B
DECEMBER	832,344	857,978	901,312	824,507	862,884	942,430	898,532	864,499	872,277	856,347	B

TOTALS	10,004,444	10,235,514	10,952,305	10,040,626	10,258,179	10,814,030	10,876,609	10,145,292	10,534,258	10,341,882
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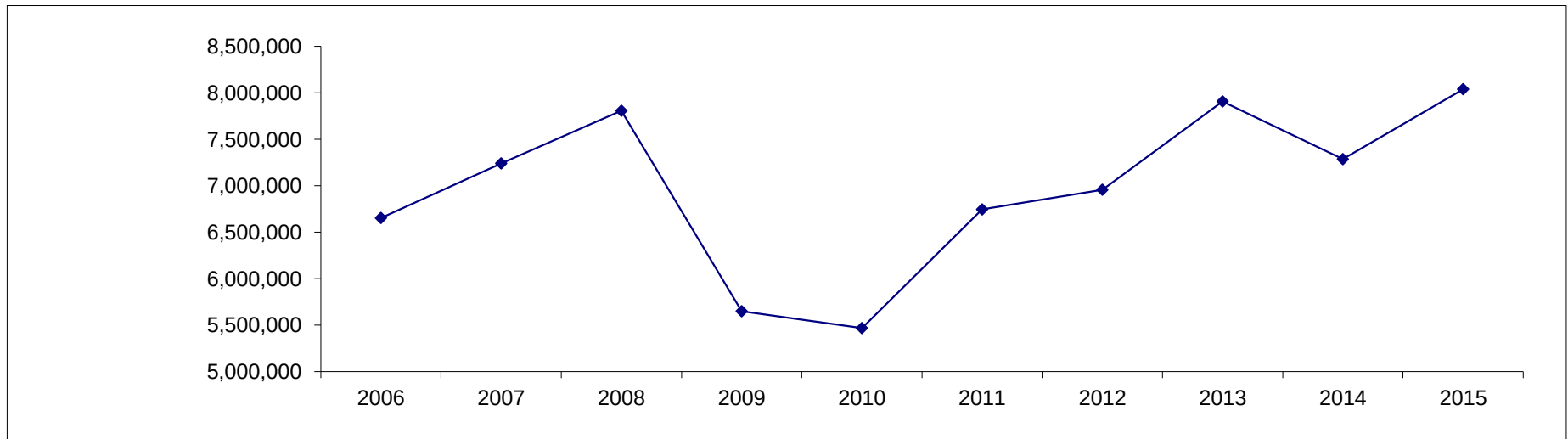
Funds split in General, Southeast TIF, Eastgate TIF and Pines TIF funds

Projected Revenues

STATE INCOME TAX

MONTH	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual		
JANUARY	362,221	411,038	415,687	357,826	580,540	805,061	761,050	632,905	850,845	852,700	A
FEBRUARY	546,498	551,116	613,332	604,246	0	1,038,247	0	478,227	0	0	A
MARCH	673,644	764,354	906,356	759,747	437,402	493,074	619,124	394,663	699,395	620,094	A
APRIL	381,307	405,030	483,881	0	343,824	562,140	394,295	1,333,938	742,236	925,184	A
MAY	1,522,074	689,825	1,945,284	411,757	0	0	1,187,505	404,944	423,934	403,609	A
JUNE	650,400	1,754,469	666,398	1,632,706	604,370	694,679	424,269	703,157	741,339	824,784	A
JULY	617,037	676,534	0	532,359	1,036,869	942,538	658,753	1,298,806	1,150,541	1,364,531	A
AUGUST	0	0	737,713	0	618,324	761,549	956,491	441,258	428,542	566,677	A
SEPTEMBER	788,194	406,087	430,153	579,623	1,240,367	454,403	502,880	675,812	709,251	1,263,519	A
OCTOBER	0	416,554	413,561	394,557	0	0	645,769	419,882	818,347	0	A
NOVEMBER	693,108	0	0	0	0	588,653	405,227	409,627	0	441,918	B
DECEMBER	419,144	1,165,828	1,194,938	376,737	606,245	404,975	401,952	714,661	721,926	776,691	B

TOTALS	6,653,628	7,240,836	7,807,304	5,649,558	5,467,941	6,745,318	6,957,316	7,907,881	7,286,357	8,039,706
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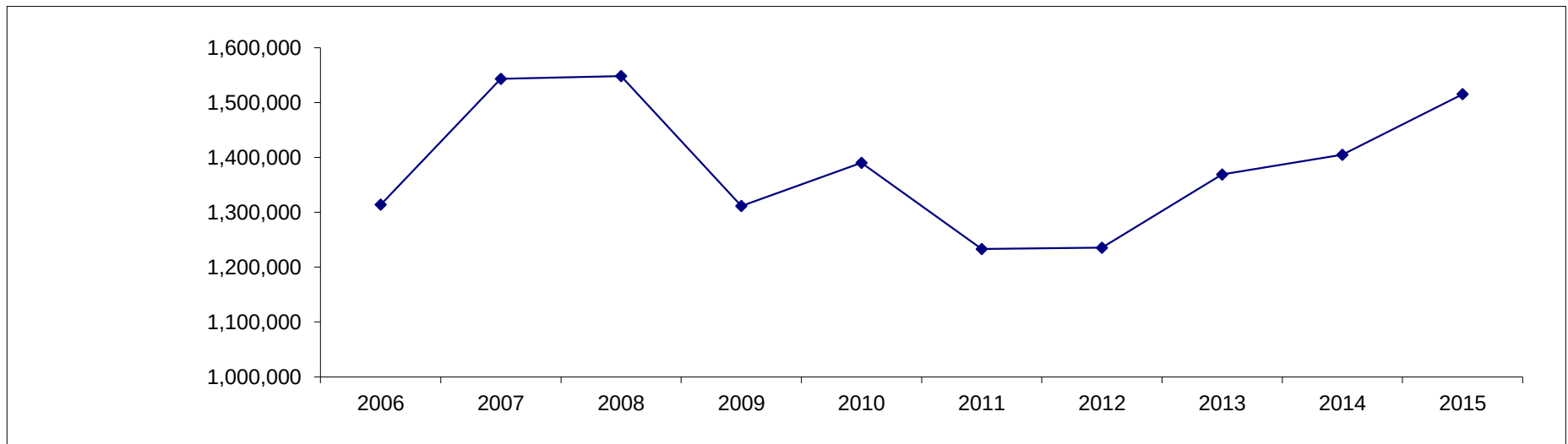


Amounts not yet remitted by the State

PERSONAL PROPERTY REPLACEMENT TAX

MONTH	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual		
JANUARY	176,821	170,963	207,916	151,918	162,537	134,079	180,082	185,383	233,315	202,878	A
FEBRUARY				15,410	1,947	7,154	1,565	1,605	2,024	717	A
MARCH	65,111	97,118	103,781	63,426	68,150	78,877	61,281	62,898	80,778	70,137	A
APRIL	284,862	308,475	272,694	270,042	232,641	262,367	276,320	303,821	309,261	364,335	A
MAY	181,651	255,927	292,933	261,949	163,009	188,640	187,031	265,561	227,806	293,618	A
JUNE	1,557	5,854		5,564		3,923	5,417	937		2,501	A
JULY	232,533	255,797	232,926	212,605	165,572	176,542	238,582	260,211	229,514	238,695	A
AUGUST	75,470	112,826	128,603	22,481	21,743	43,808	28,828	29,295	24,688	32,169	A
SEPTEMBER	642	186	31,274	8,501	486	381	3,931		6,877	2,356	A
OCTOBER	234,657	234,426	210,470	241,537	316,230	292,298	181,562	188,719	227,489	239,950	A
NOVEMBER	2,050	1,991		2,101	2,750	2,542	1,579		0	0	B
DECEMBER	58,634	99,674	67,732	55,929	255,086	42,441	69,220	70,395	63,058	68,021	B

TOTALS	1,313,988	1,543,236	1,548,327	1,311,462	1,390,151	1,233,053	1,235,400	1,368,825	1,404,809	1,515,376
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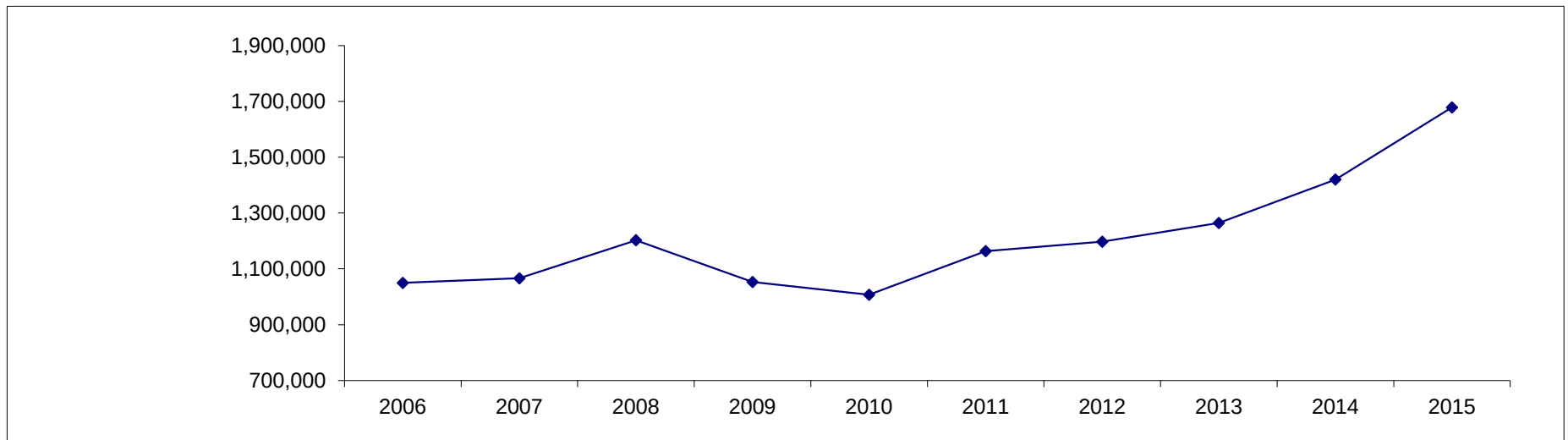
Funds split in General and Library funds

Projected Revenues

LOCAL USE TAX

MONTH	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual		
JANUARY	75,019	89,662	94,492	99,612	74,655	118,641	89,854	98,119	115,740	136,569	A
FEBRUARY	72,340	80,310	95,217	89,127	66,683	92,228	90,475	103,364	108,961	129,837	A
MARCH	124,226	122,531	135,737	128,211	114,627	145,191	138,269	147,635	171,437	196,801	A
APRIL	80,167	71,836	88,576	81,612	68,212	88,796	88,358	102,769	90,904	69,628	A
MAY	80,402	69,285	81,441	72,972	54,250	95,460	98,119	76,976	89,241	135,902	A
JUNE	75,983	84,455	104,272	87,555	108,264	98,268	103,364	96,618	117,824	143,287	A
JULY	92,452	86,147	96,153	89,396	82,393	91,809	91,336	106,037	108,621	140,649	A
AUGUST	82,422	93,726	88,418	75,613	78,102	89,450	102,769	93,637	115,406	133,971	A
SEPTEMBER	94,975	109,997	108,669	100,537	100,770	98,836	86,379	124,363	128,816	0	A
OCTOBER	79,599	80,786	90,964	79,881	83,770	79,105	106,791	106,986	109,843	0	A
NOVEMBER	97,129	84,987	114,557	71,356	81,167	94,213	98,487	99,965	118,956	421,078	B
DECEMBER	94,947	92,388	104,069	77,019	94,304	71,453	102,979	107,849	144,341	170,586	B

TOTALS	1,049,661	1,066,110	1,202,565	1,052,890	1,007,197	1,163,451	1,197,180	1,264,318	1,420,091	1,678,307
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Distribution of State Use Tax requires a State budget.

Projected Revenues

STATE INCOME TAX

MONTH	2013 Actual	2014 Actual	2015
JANUARY	611,770.82	699,394.65	620,093.85 A
FEBRUARY	722,166.89	742,236.29	925,183.52 A
MARCH	404,944.36	423,934.42	403,608.85 A
APRIL	703,157.13	741,339.01	824,784.39 A
MAY	1,298,806.12	1,150,540.58	1,364,531.10 A
JUNE	441,258.01	428,542.27	566,667.27 A
JULY	675,811.78	709,250.95	799,534.19 A
AUGUST	419,881.89	413,746.69	463,984.37 A
SEPTEMBER	409,627.32	404,600.26	441,918.34 A
OCTOBER	714,661.34	721,926.15	776,690.80 A
NOVEMBER	473,168.56	486,718.23	543,553.13 B
DECEMBER	377,676.74	365,981.44	408,717.70 B

TOTALS **7,828,943.94** **7,288,210.94** **8,139,267.52**

Listed in month
reported - receipts
delayed by State

Current Budget **7,600,000.00**

Projected Amt Over (Under) **539,267.52**

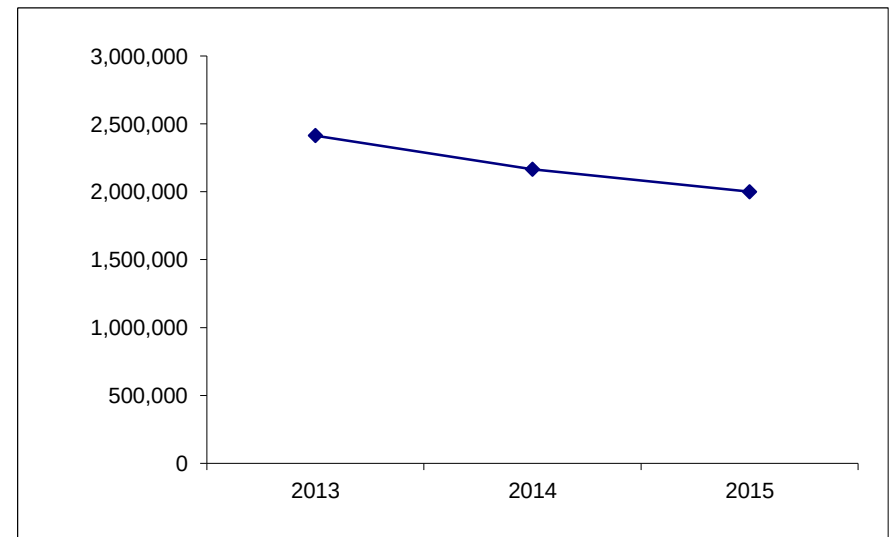
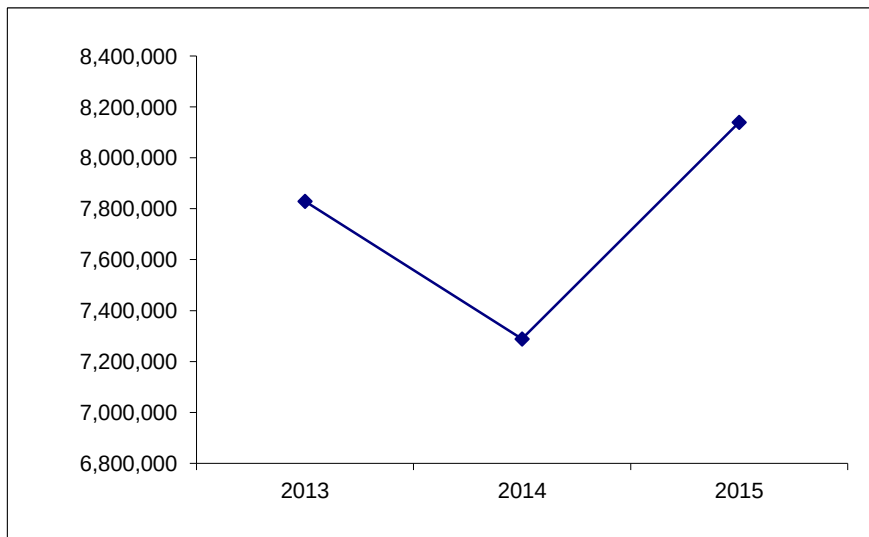
TELEPHONE COMMUNICATIONS TAX

MONTH	2013 Actual	2014 Actual	2015
JANUARY	206,730.47	201,930.69	150,078.20 A
FEBRUARY	210,813.63	196,656.30	166,178.24 A
MARCH	205,199.41	219,543.59	181,658.89 A
APRIL	208,218.12	189,399.35	187,006.68 A
MAY	198,847.84	187,714.20	164,797.94 A
JUNE	204,030.56	193,162.54	182,269.15 A
JULY	195,797.13	185,801.38	175,287.81 A
AUGUST	198,719.39	164,654.54	171,899.36 A
SEPTEMBER	194,679.90	164,487.34	170,847.95 A
OCTOBER	200,727.22	162,812.89	173,242.43 A
NOVEMBER	198,029.61	171,843.16	158,684.75 B
DECEMBER	192,591.37	127,912.06	118,117.55 B

TOTALS **2,414,384.65** **2,165,918.04** **2,000,068.96**

Current Budget **2,189,000.00**

Projected Amt Over (Under) **-188,931.04**

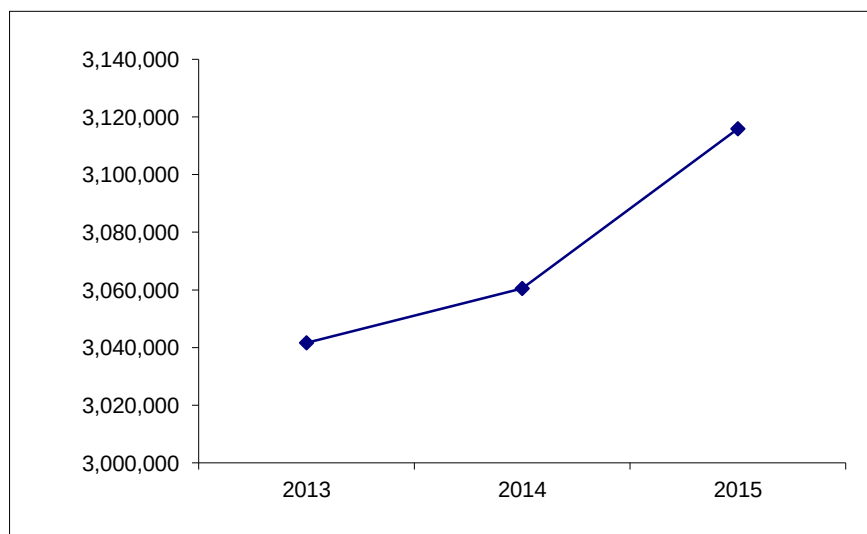


Projected Revenues

FOOD & BEVERAGE TAX

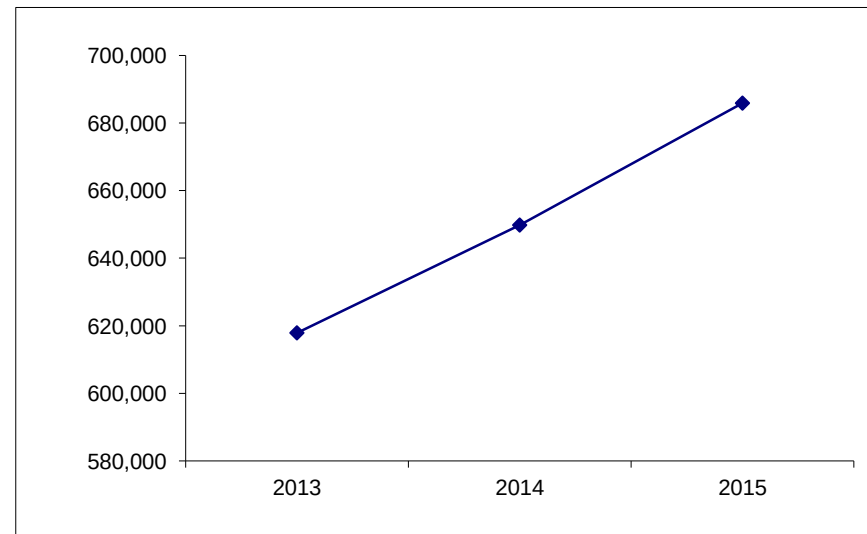
MONTH	2013 Actual	2014 Actual	2015
JANUARY	270,423.65	283,352.90	239,978.27
FEBRUARY	228,340.26	208,805.40	250,432.57
MARCH	194,852.89	241,082.48	253,709.15
APRIL	292,242.35	266,812.71	256,370.27
MAY	265,992.84	227,346.38	254,139.10
JUNE	240,641.33	286,182.84	285,782.71
JULY	270,005.25	267,011.92	291,133.54
AUGUST	268,569.91	252,385.77	272,038.18
SEPTEMBER	277,411.15	264,225.02	276,602.93
OCTOBER	259,159.86	264,067.58	227,472.04
NOVEMBER	210,828.69	213,581.66	217,449.72
DECEMBER	263,155.25	285,626.26	290,799.07

TOTALS	3,041,623.43	3,060,480.92	3,115,907.55
		Current Budget	3,119,000.00
		Projected Amt Over (Under)	-3,092.45

**HOTEL & MOTEL TAX**

MONTH	2013 Actual	2014 Actual	2015
JANUARY	33,858.13	35,028.90	26,727.71
FEBRUARY	44,899.70	39,468.79	38,349.47
MARCH	48,490.31	49,999.71	53,420.63
APRIL	46,331.31	48,838.37	60,066.44
MAY	53,455.01	34,429.05	45,446.95
JUNE	52,454.06	79,504.80	77,826.53
JULY	57,935.42	72,144.50	72,341.33
AUGUST	56,318.14	55,902.70	64,933.59
SEPTEMBER	77,557.54	66,024.80	77,304.64
OCTOBER	43,397.99	66,061.29	61,394.84
NOVEMBER	52,534.91	46,072.78	48,632.21
DECEMBER	50,659.76	56,331.60	59,460.92

TOTALS	617,892.28	649,807.29	685,905.26
		Current Budget	652,000.00
		Projected Amt Over (Under)	33,905.26

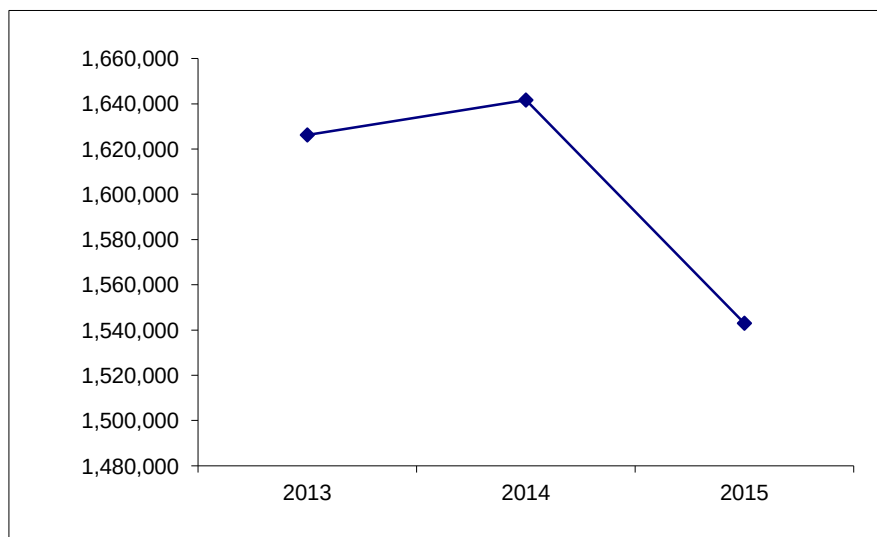


Projected Revenues

UTILITY TAX-ELECTRIC & GAS

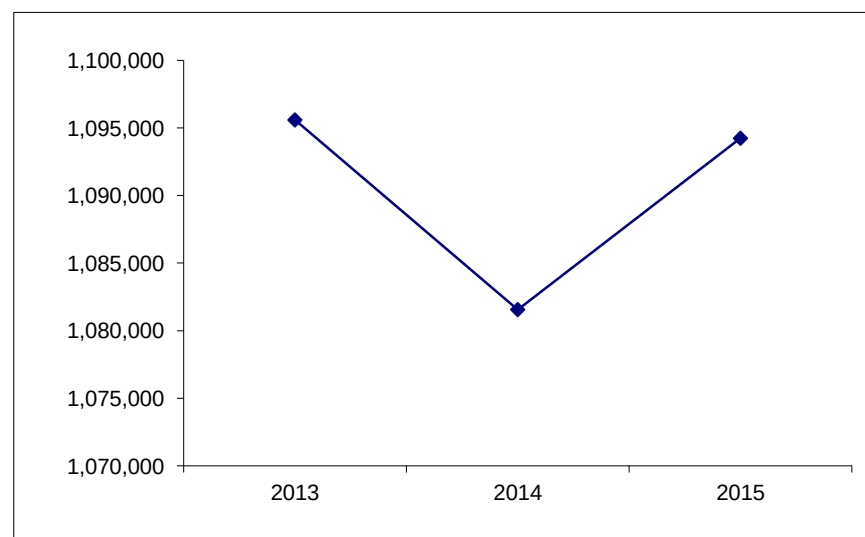
MONTH	2013 Actual	2014 Actual	2015
JANUARY	143,130.64	144,670.93	149,238.44
FEBRUARY	177,883.87	0.00	163,584.49
MARCH	168,496.52	368,277.39	153,677.99
APRIL	154,710.09	165,121.36	110,338.44
MAY	133,779.63	152,113.12	78,471.74
JUNE	124,690.43	119,817.79	201,586.00
JULY	120,423.67	107,098.27	118,708.13
AUGUST	62,926.04	116,050.46	102,541.08
SEPTEMBER	166,192.31	114,352.44	121,147.65
OCTOBER	133,317.98	118,293.15	122,028.13
NOVEMBER	111,385.72	113,588.01	106,762.62
DECEMBER	129,270.42	122,251.07	114,905.12

TOTALS	1,626,207.32	1,641,633.99	1,542,989.83
		Current Budget	1,736,000.00
		Projected Amt Over (Under)	-193,010.17

**CABLE TV TAX**

MONTH	2013 Actual	2014 Actual	2015
JANUARY	270,800.97	238,821.76	238,199.60
FEBRUARY		29,266.65	33,008.50
MARCH			
APRIL	251,708.22	242,643.11	244,231.68
MAY	27,704.75	29,595.25	34,267.25
JUNE			
JULY	251,290.80	243,536.04	243,423.63
AUGUST	28,503.30	32,085.75	37,072.80
SEPTEMBER			
OCTOBER	243,980.59	234,193.72	232,248.25
NOVEMBER	21,605.35	31,417.95	31,786.22
DECEMBER			0.00

TOTALS	1,095,593.98	1,081,560.23	1,094,237.93
		Current Budget	1,109,000.00
		Projected Amt Over (Under)	-14,762.07

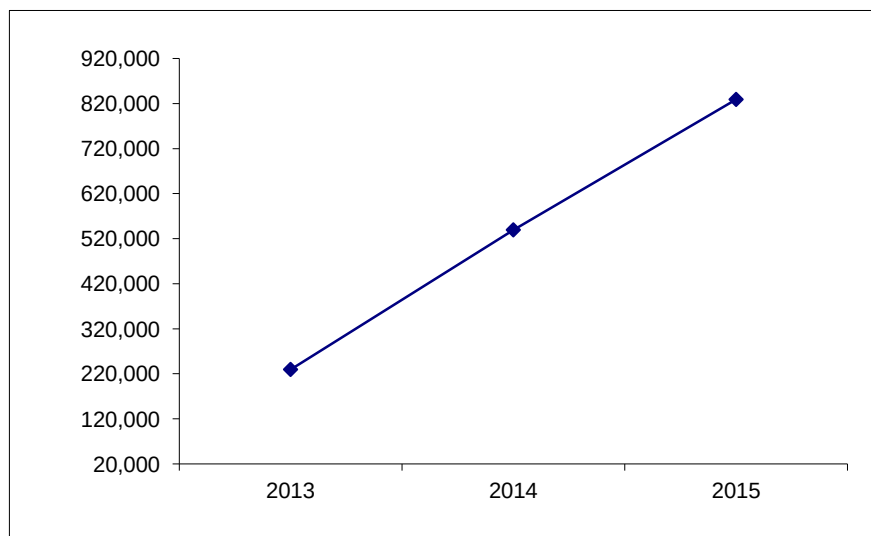


Projected Revenues

VIDEO GAMING TAX

MONTH	2013 Actual	2014 Actual	2015
JANUARY	3,828.55	31,647.10	57,515.27
FEBRUARY	6,066.29	33,731.87	47,673.50
MARCH	8,243.38	31,397.88	59,308.56
APRIL	14,619.64	39,471.64	71,744.13
MAY	20,071.21	52,081.38	75,292.69
JUNE	22,968.83	48,020.09	74,431.99
JULY	24,469.36	47,887.74	0.00
AUGUST	24,813.42	43,756.69	0.00
SEPTEMBER	22,631.15	51,918.92	0.00
OCTOBER	25,597.23	51,900.59	0.00
NOVEMBER	26,519.55	49,502.86	368,228.00
DECEMBER	29,806.61	58,230.87	75,000.00

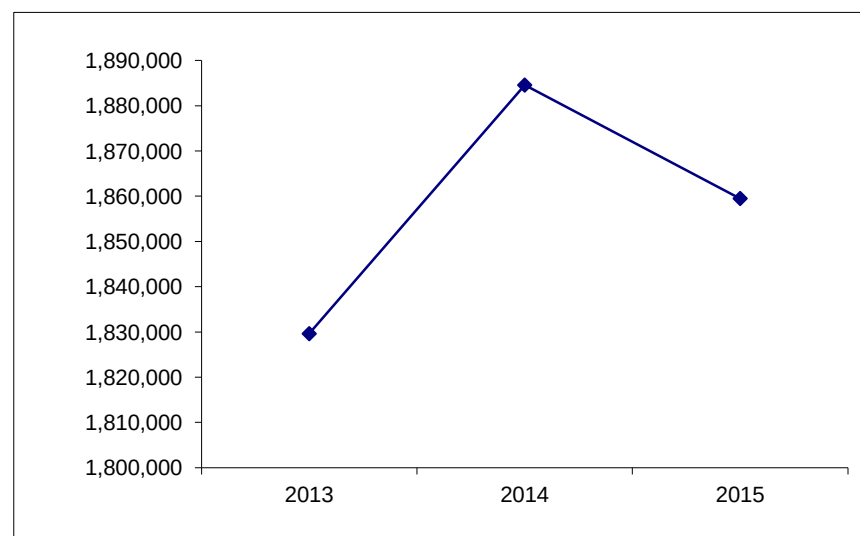
TOTALS	229,635.22	539,547.63	829,194.14
		Current Budget	630,000.00
		Projected Amt Over (Under)	199,194.14



46-MOTOR FUEL TAX

MONTH	2013	2014	2015
	Actual	Actual	
JANUARY	157,574.06	190,483.91	191,692.85
FEBRUARY	152,931.77	167,854.22	180,154.99
MARCH	129,951.00	154,591.73	136,753.86
APRIL	153,786.43	121,554.43	70,155.26
MAY	130,909.57	140,334.05	177,044.18
JUNE	193,571.18	197,038.33	166,232.32
JULY	132,861.66	148,173.07	107,894.22
AUGUST	155,836.24	166,097.32	0.00
SEPTEMBER	182,996.91	112,786.32	0.00
OCTOBER	129,449.50	153,333.05	0.00
NOVEMBER	166,301.70	165,028.86	664,509.76
DECEMBER	143,449.55	167,272.99	165,048.45

TOTALS	1,829,619.57	1,884,548.28	1,859,485.89
		Current Budget	1,846,000.00
		Projected Amt Over (Under)	13,485.89



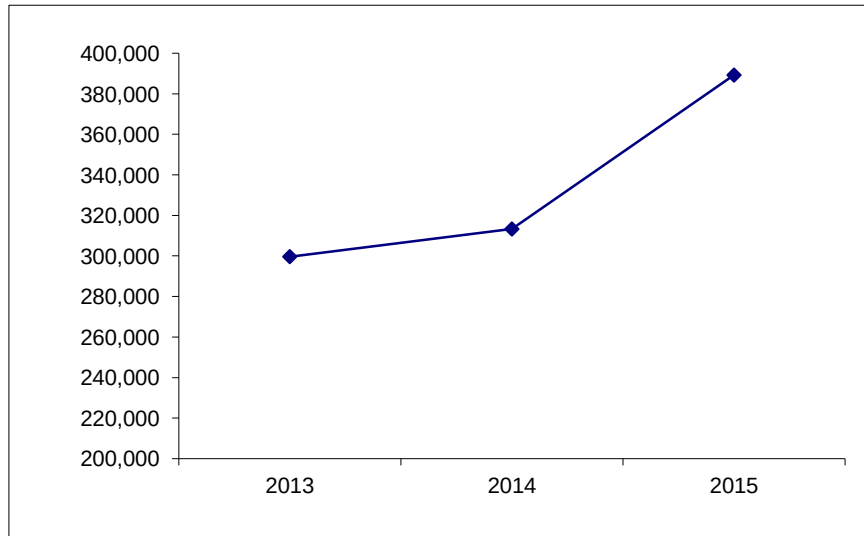
Distribution of Video Gaming Tax and MFT Tax require a State budget.

Projected Revenues

LIQUOR LICENSES

MONTH	2013 Actual	2014 Actual	2015	
JANUARY	400.00	100.00	2,238.44	A
FEBRUARY	450.00	100.00	820.19	A
MARCH	100.00	787.57	4,562.23	A
APRIL	1,332.28	63,385.97	15,088.85	A
MAY	189,358.32	190,925.00	157,666.68	A
JUNE	95,920.00	40,140.00	162,961.38	A
JULY	3,090.00	5,000.00	28,612.96	A
AUGUST	3,366.64	-2,000.00	-17,631.92	A
SEPTEMBER	2,083.19	2,733.28	18,353.36	A
OCTOBER	1,983.13	9,473.23	13,255.92	A
NOVEMBER	300.00	100.00	124.23	B
DECEMBER	1,266.62	2,555.22	3,174.46	B

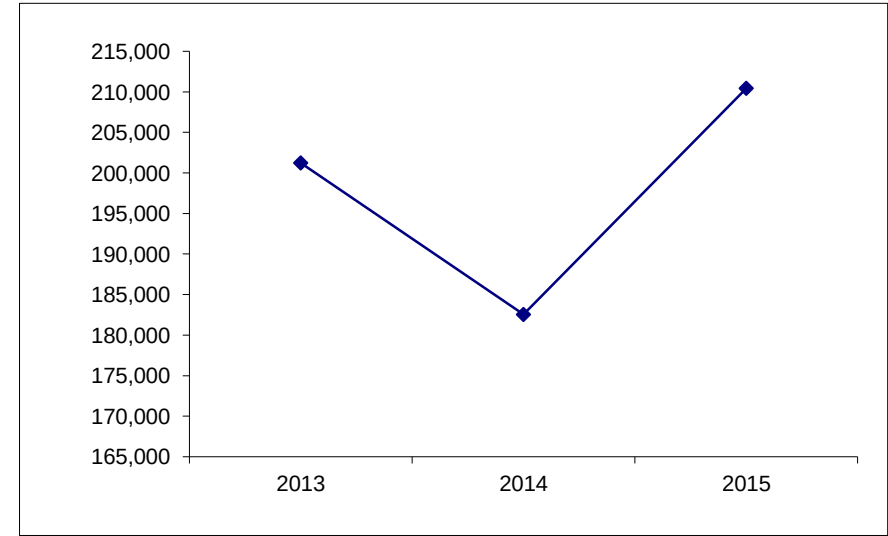
TOTALS	299,650.18	313,300.27	389,226.79	
		Current Budget	300,000.00	
		Projected Amt Over (Under)	89,226.79	



BUILDING PERMITS

MONTH	2013 Actual	2014 Actual	2015	
JANUARY	11,520.30	11,246.00	15,069.00	A
FEBRUARY	8,150.00	7,712.00	16,667.20	A
MARCH	9,389.16	12,202.90	14,634.40	A
APRIL	17,745.30	19,903.30	12,781.75	A
MAY	14,431.10	12,407.25	15,566.70	A
JUNE	21,173.65	13,590.40	20,621.60	A
JULY	18,651.40	14,890.80	8,373.80	A
AUGUST	14,230.95	17,398.00	32,133.65	A
SEPTEMBER	41,332.80	15,375.30	14,244.50	A
OCTOBER	14,483.80	24,206.60	21,602.25	A
NOVEMBER	20,223.20	17,377.50	20,033.41	B
DECEMBER	9,904.40	16,231.90	18,712.72	B

TOTALS	201,236.06	182,541.95	210,440.99	
		Current Budget	208,000.00	
		Projected Amt Over (Under)	2,440.99	

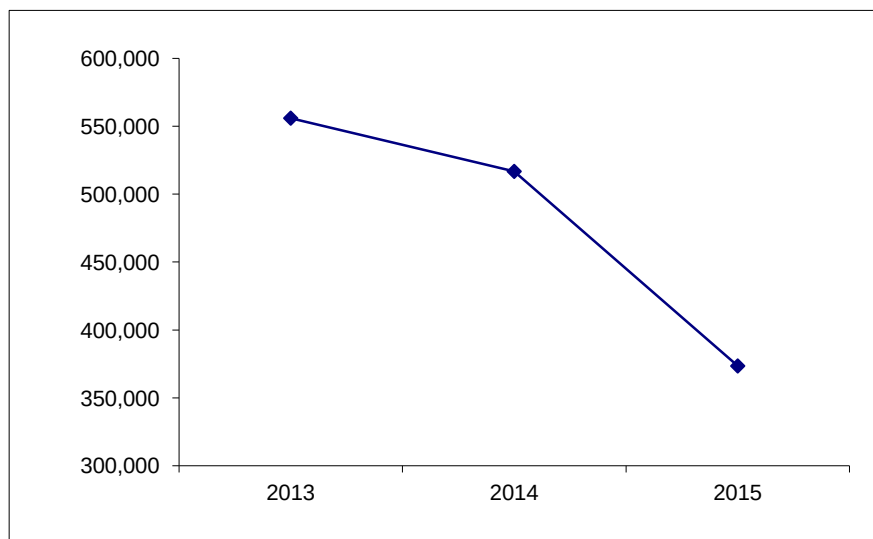


Projected Revenues

ILLEGAL USE OF VEHICLE

MONTH	2013 Actual	2014 Actual	2015
JANUARY	52,130.00	36,500.00	30,670.00
FEBRUARY	51,105.00	50,360.30	35,245.00
MARCH	42,500.00	44,600.00	41,879.00
APRIL	54,500.00	53,750.00	29,400.00
MAY	43,000.00	25,825.00	32,341.00
JUNE	47,990.00	55,840.00	33,075.00
JULY	45,400.00	54,380.00	32,240.00
AUGUST	38,820.00	36,020.00	24,180.00
SEPTEMBER	48,300.00	41,940.00	36,210.00
OCTOBER	45,080.00	52,770.00	31,410.00
NOVEMBER	40,750.00	28,645.00	20,701.76
DECEMBER	46,410.00	36,140.00	26,118.40

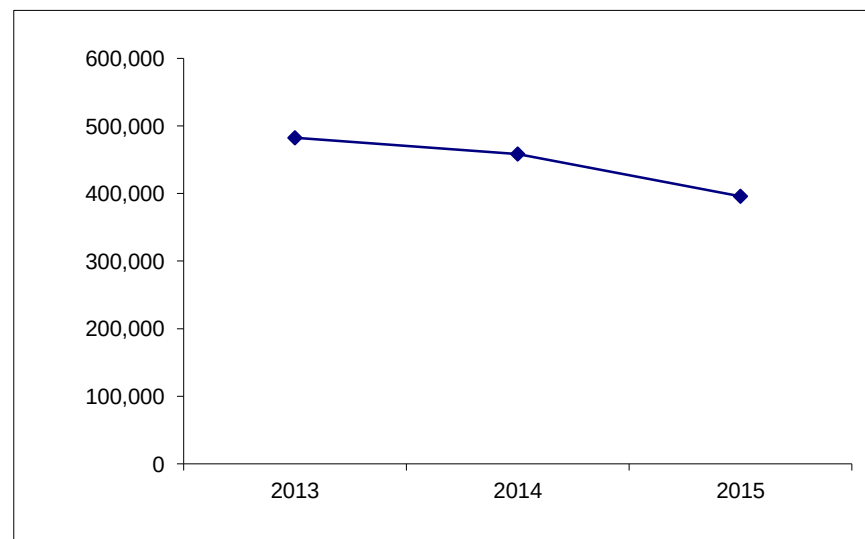
TOTALS	555,985.00	516,770.30	373,470.15
		Current Budget	599,000.00
		Projected Amt Over (Under)	-225,529.85



PARKING

MONTH	2013 Actual	2014 Actual	2015
JANUARY	45,379.46	41,918.11	33,612.49
FEBRUARY	47,461.92	38,015.82	32,836.68
MARCH	35,706.36	44,427.81	42,819.01
APRIL	38,194.16	39,040.19	32,184.16
MAY	40,453.10	34,270.68	29,394.75
JUNE	37,040.24	37,697.22	30,042.88
JULY	39,942.40	32,839.84	30,960.99
AUGUST	36,845.69	29,538.46	52,040.96
SEPTEMBER	22,952.50	56,902.26	26,443.08
OCTOBER	32,015.25	37,795.47	28,565.65
NOVEMBER	37,606.11	27,120.32	23,420.03
DECEMBER	68,889.13	38,948.42	33,634.31

TOTALS	482,486.32	458,514.60	395,954.99
		Current Budget	496,000.00
		Projected Amt Over (Under)	-100,045.01

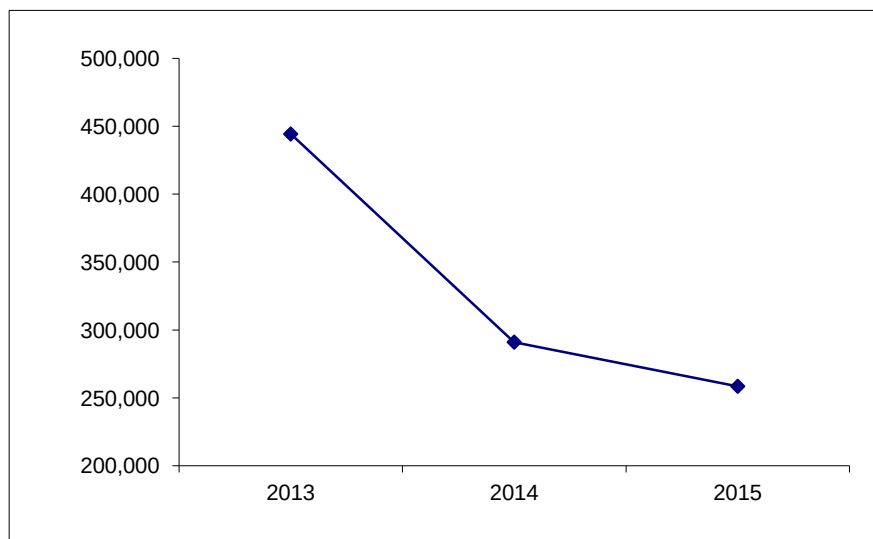


Projected Revenues

COURT FINES

MONTH	2013 Actual	2014 Actual	2015
JANUARY	27,356.26	23,711.91	19,458.03
FEBRUARY	37,968.08	25,192.29	15,928.83
MARCH	70,719.88	49,469.77	51,556.56
APRIL	52,039.48	39,628.86	30,921.71
MAY	36,975.24	1,396.50	24,970.19
JUNE	32,296.00	42,729.39	18,446.59
JULY	32,156.17	18,250.22	17,222.89
AUGUST	34,951.12	16,842.40	15,907.21
SEPTEMBER	32,320.67	19,054.73	15,519.13
OCTOBER	28,595.70	19,332.04	17,122.89
NOVEMBER	31,580.68	23,688.55	21,042.29
DECEMBER	27,355.37	11,711.42	10,403.13

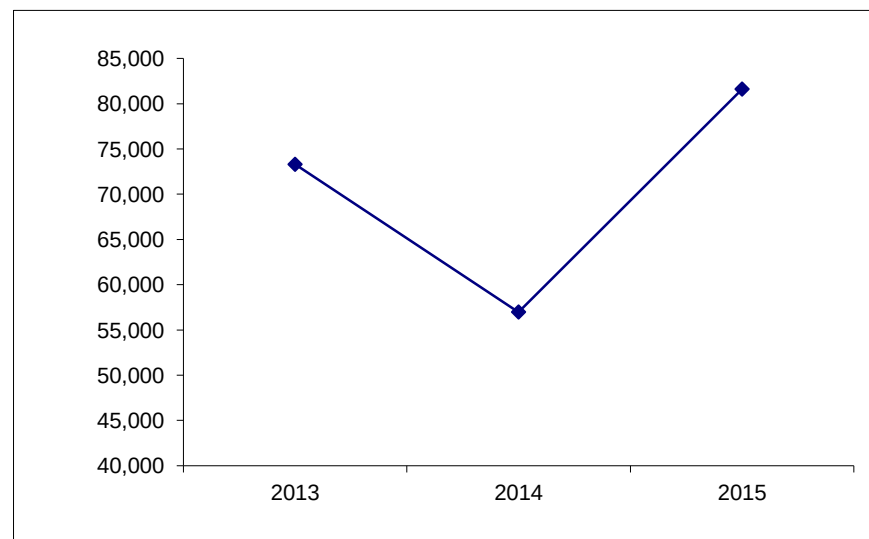
TOTALS	444,314.65	291,008.08	258,499.46
		Current Budget	328,000.00
		Projected Amt Over (Under)	-69,500.54



WEED CUTTING FEES

MONTH	2013 Actual	2014 Actual	2015
JANUARY	1,455.51	1,984.86	6,569.63
FEBRUARY	3,657.17	3,971.43	2,016.92
MARCH	5,944.07	2,092.52	4,276.12
APRIL	3,693.29	5,592.90	1,019.85
MAY	9,482.22	3,580.56	2,584.23
JUNE	4,633.18	5,905.00	8,592.54
JULY	6,398.32	8,286.31	9,989.91
AUGUST	10,341.71	7,219.02	11,067.81
SEPTEMBER	7,432.26	4,808.48	9,696.01
OCTOBER	6,969.69	2,818.90	10,444.32
NOVEMBER	10,122.09	8,446.12	12,097.23
DECEMBER	3,169.88	2,275.80	3,259.59

TOTALS	73,299.39	56,981.90	81,614.15
		Current Budget	76,000.00
	Projected Amt Over (Under)		5,614.15

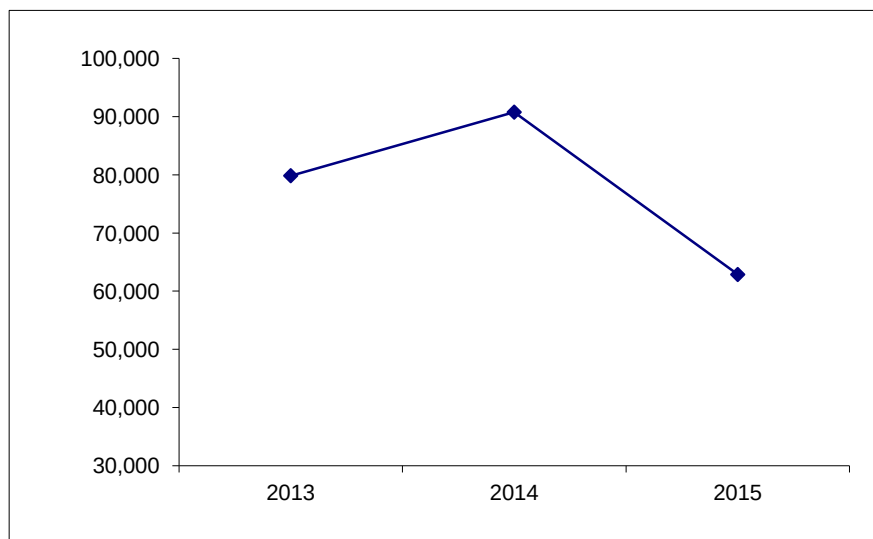


Projected Revenues

DEMOLITION PAYMENTS

MONTH	2013 Actual	2014 Actual	2015
JANUARY	4,047.13	3,635.96	3,747.34
FEBRUARY	4,487.52	3,573.76	2,983.36
MARCH	8,679.11	4,979.56	4,453.84
APRIL	13,228.98	4,472.31	4,148.36
MAY	10,926.85	4,165.29	4,134.48
JUNE	3,952.76	18,688.26	3,695.00
JULY	3,876.47	3,679.76	2,562.00
AUGUST	14,111.16	3,425.64	25,727.00
SEPTEMBER	4,127.19	31,457.76	2,461.01
OCTOBER	5,130.12	4,729.70	3,438.30
NOVEMBER	3,730.85	4,449.76	3,081.79
DECEMBER	3,544.40	3,506.12	2,428.25

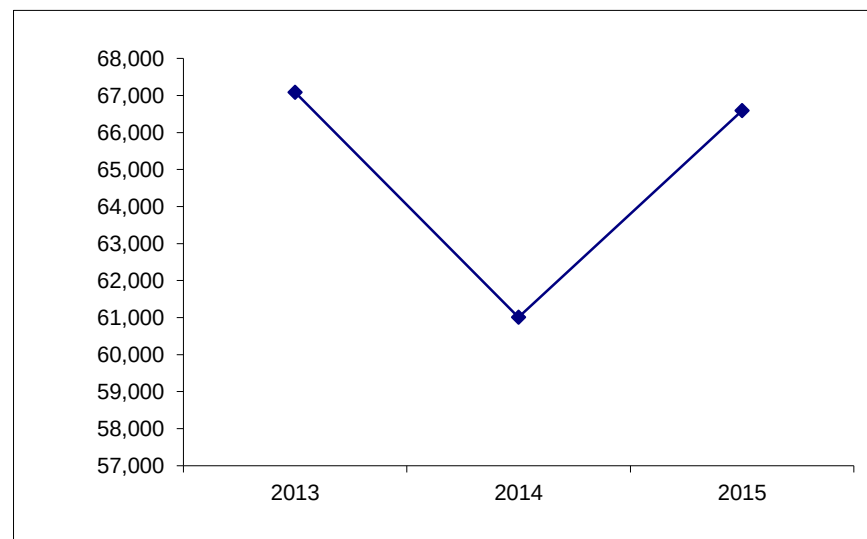
TOTALS	79,842.54	90,763.88	62,860.73
		Current Budget	74,000.00
		Projected Amt Over (Under)	-11,139.27



PET CITATIONS

MONTH	2013 Actual	2014 Actual	2015
JANUARY	6,031.18	3,144.56	4,499.96
FEBRUARY	4,858.46	5,224.33	5,904.38
MARCH	7,641.34	6,831.57	7,473.05
APRIL	8,963.44	5,880.96	6,802.42
MAY	6,690.19	7,690.86	7,428.56
JUNE	5,800.33	6,579.58	6,664.65
JULY	5,716.68	4,379.10	5,949.56
AUGUST	6,156.33	5,643.30	5,003.11
SEPTEMBER	4,745.31	4,101.63	4,968.53
OCTOBER	4,037.16	3,126.19	2,719.58
NOVEMBER	3,072.83	5,079.47	5,544.11
DECEMBER	3,371.90	3,329.63	3,634.20

TOTALS	67,085.15	61,011.18	66,592.11
		Current Budget	65,000.00
	Projected Amt Over (Under)		1,592.11

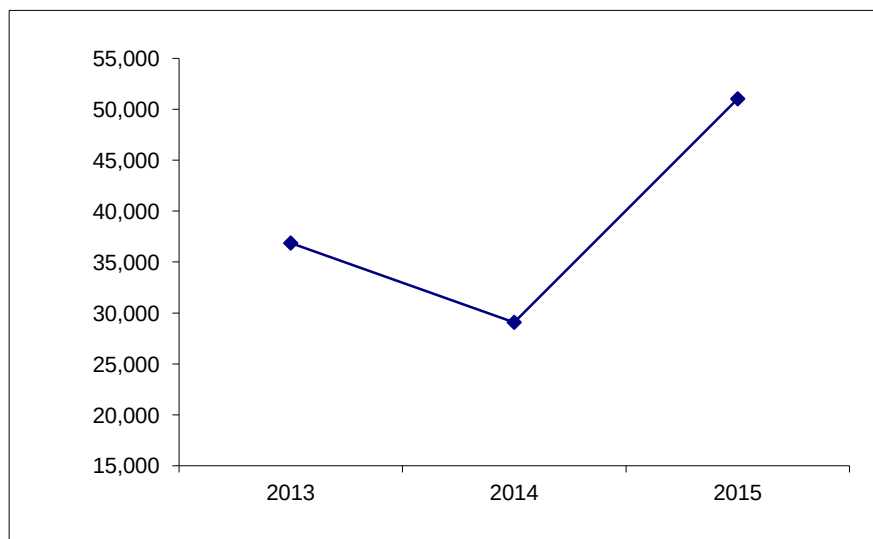


Projected Revenues

TRASH & CLEAN UP FINES

MONTH	2013 Actual	2014 Actual	2015
JANUARY	2,684.41	2,226.49	5,881.22
FEBRUARY	2,474.98	380.67	6,067.52
MARCH	5,341.10	3,668.82	5,138.31
APRIL	947.96	2,580.03	4,696.56
MAY	4,134.30	1,306.97	4,167.43
JUNE	3,592.54	4,781.70	3,737.07
JULY	5,611.64	3,025.34	1,960.00
AUGUST	943.20	5,093.82	2,089.00
SEPTEMBER	4,125.62	632.44	6,510.25
OCTOBER	4,724.13	825.46	2,788.47
NOVEMBER	1,528.26	3,685.20	6,467.55
DECEMBER	758.49	872.81	1,531.79

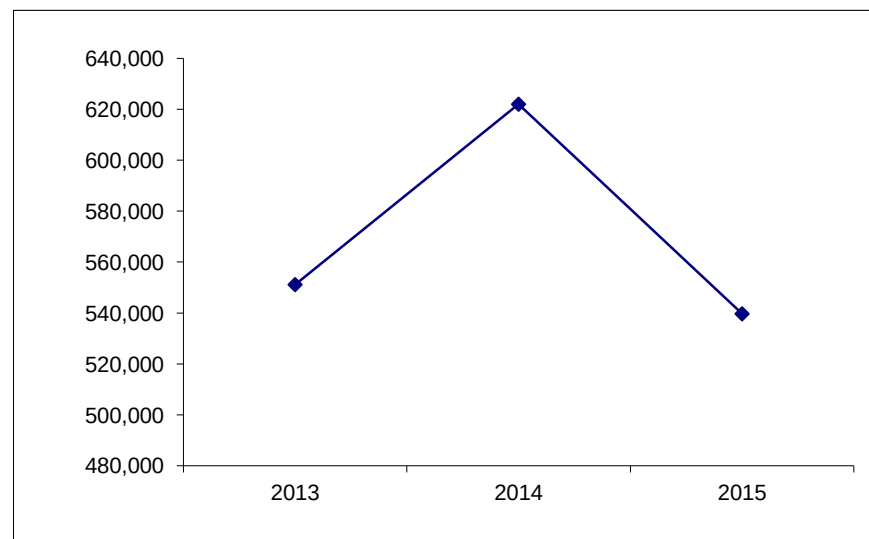
TOTALS	36,866.63	29,079.75	51,035.17
		Current Budget	35,000.00
		Projected Amt Over (Under)	16,035.17



70-MASS TRANSIT - CHARGES FOR SERVICES

MONTH	2013 Actual	2014 Actual	2015
JANUARY	43,656.17	54,064.48	45,237.01
FEBRUARY	36,302.86	43,210.78	45,125.92
MARCH	56,085.69	56,395.84	38,677.82
APRIL	41,382.77	52,902.50	50,782.85
MAY	37,290.33	54,606.99	51,295.03
JUNE	48,996.90	48,250.58	42,271.38
JULY	44,938.16	56,308.42	48,335.13
AUGUST	42,708.24	44,108.47	34,981.87
SEPTEMBER	37,589.05	40,531.46	52,473.06
OCTOBER	53,122.79	66,269.98	39,075.57
NOVEMBER	55,475.14	50,375.14	43,706.50
DECEMBER	53,586.99	54,981.84	47,703.37

TOTALS	551,135.09	622,006.48	539,665.50
		Current Budget	601,250.00
		Projected Amt Over (Under)	-61,584.50

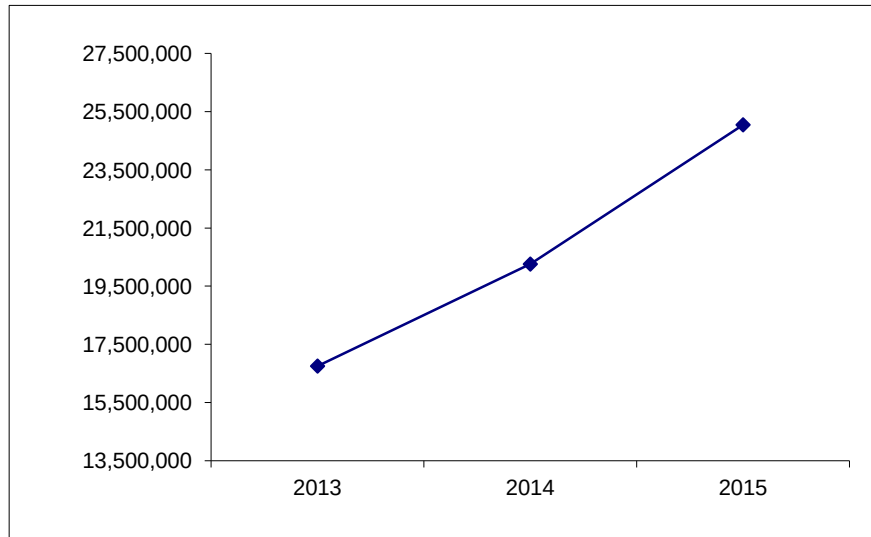


Projected Revenues

80-WATER SALES

MONTH	2013 Actual	2014 Actual	2015	
JANUARY	1,462,737.80	1,478,921.08	1,884,791.63	A
FEBRUARY	591,331.00	1,092,772.94	1,809,958.17	A
MARCH	1,546,669.84	1,960,250.22	1,728,840.51	A
APRIL	1,249,965.09	1,411,461.39	1,804,984.88	A
MAY	969,710.65	1,475,465.73	1,777,446.55	A
JUNE	1,519,503.74	1,793,786.52	2,173,544.61	A
JULY	1,547,900.44	1,588,221.65	2,467,268.68	A
AUGUST	1,819,906.73	2,345,262.95	2,470,163.56	A
SEPTEMBER	1,601,113.49	2,102,747.18	2,536,895.93	A
OCTOBER	1,889,971.82	1,886,797.38	2,530,029.70	A
NOVEMBER	907,058.18	758,827.21	938,097.09	B
DECEMBER	1,646,161.71	2,364,274.58	2,922,824.95	B

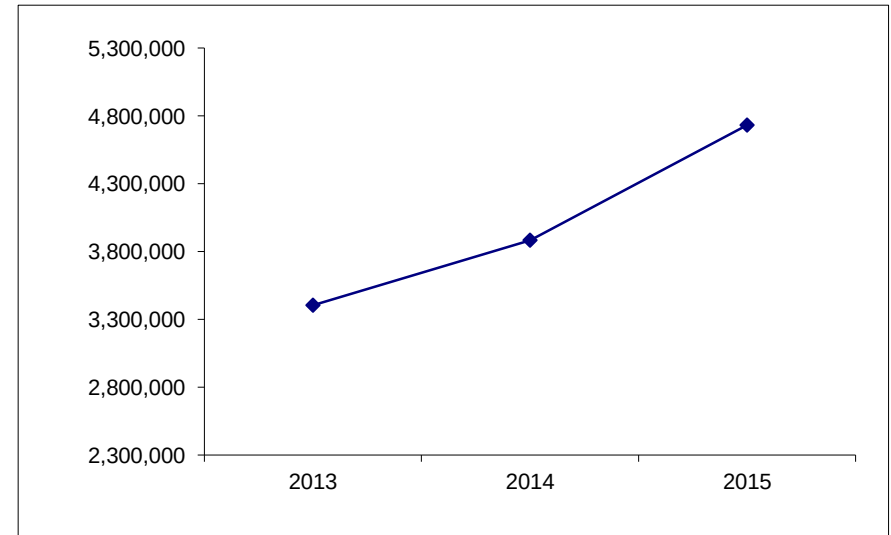
TOTALS	16,752,030.49	20,258,788.83	25,044,846.25
		Current Budget	24,100,000.00
		Projected Amt Over (Under)	944,846.25



79-SEWER USER FEE

MONTH	2013 Actual	2014 Actual	2015	
JANUARY	259,484.16	289,863.71	371,123.10	A
FEBRUARY	220,042.68	280,997.16	348,214.06	A
MARCH	246,308.12	292,747.13	358,470.51	A
APRIL	253,171.76	259,177.47	316,303.79	A
MAY	319,636.62	281,775.20	362,203.66	A
JUNE	306,997.44	321,745.10	389,846.94	A
JULY	319,650.21	351,312.29	454,466.97	A
AUGUST	307,071.06	366,606.48	442,930.00	A
SEPTEMBER	298,611.44	376,560.12	429,112.69	A
OCTOBER	325,969.78	379,718.25	426,944.38	A
NOVEMBER	244,901.38	295,773.69	360,382.06	B
DECEMBER	303,148.07	387,799.09	472,509.36	B

TOTALS	3,404,992.72	3,884,075.69	4,732,507.52
		Current Budget	4,429,200.00
		Projected Amt Over (Under)	303,307.52

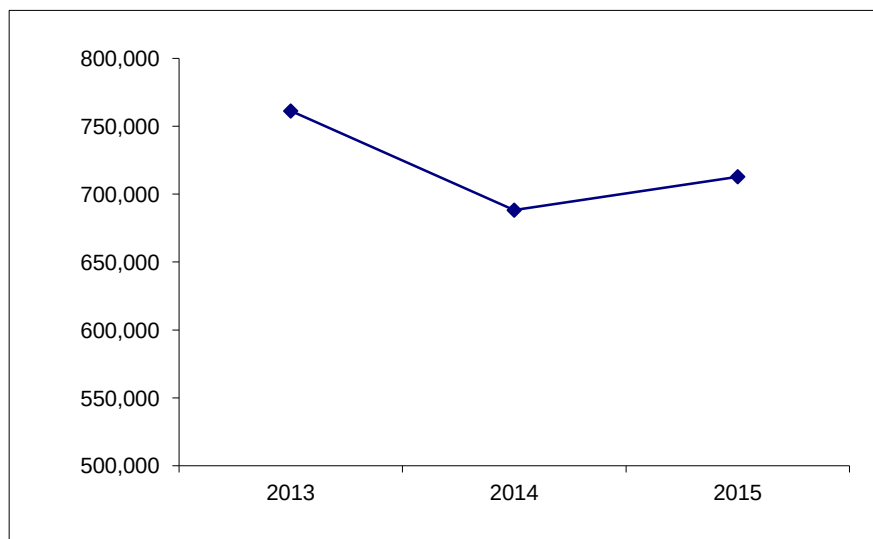


Projected Revenues

88-RECYCLING FEES

MONTH	2013 Actual	2014 Actual	2015
JANUARY	60,223.37	60,682.32	53,002.65
FEBRUARY	60,701.15	52,591.43	57,754.26
MARCH	56,475.46	56,744.60	67,269.75
APRIL	67,613.91	52,899.18	54,438.80
MAY	87,520.53	52,287.62	52,363.07
JUNE	76,454.69	56,066.95	63,871.97
JULY	68,202.07	58,884.96	57,884.33
AUGUST	54,765.08	55,566.81	57,257.17
SEPTEMBER	53,792.74	56,949.52	59,901.20
OCTOBER	62,672.93	58,529.08	57,546.10
NOVEMBER	51,252.26	56,021.26	58,026.40
DECEMBER	61,574.95	70,994.08	73,535.13

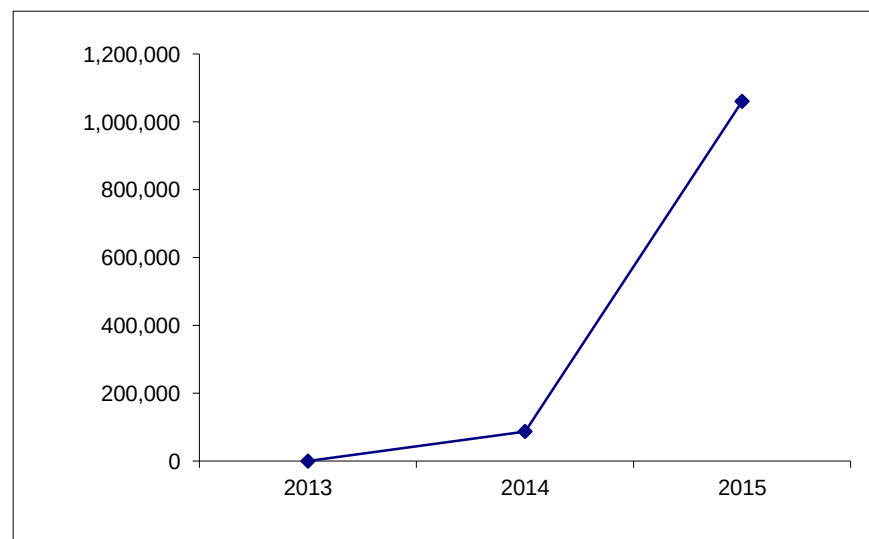
TOTALS	761,249.14	688,217.81	712,850.83
		Current Budget	684,000.00
		Projected Amt Over (Under)	28,850.83



78-STORM WATER FEE

MONTH	2013 Actual	2014 Actual	2015
JANUARY			77,998.54
FEBRUARY			81,533.83
MARCH			93,221.18
APRIL			89,736.18
MAY			103,003.89
JUNE			90,007.55
JULY			86,587.74
AUGUST			81,120.40
SEPTEMBER			83,042.82
OCTOBER			94,787.65
NOVEMBER		9,891.87	89,833.33
DECEMBER		77,545.60	89,833.33

TOTALS	0.00	87,437.47	1,060,706.45
		Current Budget	1,078,000.00
		Projected Amt Over (Under)	-17,293.55



City Clerk

DATE: 11/10/2015

MEMO: 2015-04

TO: Honorable Julie Moore Wolfe and City Manager

FROM: Tim Gleason, City Manager

SUBJECT: Video Gaming Parlor Regulation Alternatives

SUMMARY RECOMMENDATION: See attached explanatory memorandum.

ATTACHMENTS:

Description	Type
Cover Sheet	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Bright, Debbie	Approved	11/10/2015 - 1:49 PM

COUNCIL MEMORANDUM

NO. 2015-04

TO: Honorable Mayor Julie Moore Wolfe and City Council
FROM: Tim Gleason, City Manager
SUBJECT: Video Gaming Parlor Regulation Alternatives
DATE: November 16, 2015

Regulating video gaming establishments can be done through the City of Decatur's zoning ordinances and liquor license ordinances. The Illinois Video Gaming Act allows for video gaming in establishments with liquor licenses, truck stops, fraternal establishments and veteran establishments. The number and classifications of liquor licenses in the City of Decatur are:

Class A	45
Class B	50
Class C	11
Class D	0
Class E	5
Class F	2
Class G	20/2 pending
Class H	0
Class I	17
Class J	4
Class K	0
Class L	0
Class M	3
Class N	0
Class O	1 pending
Class P	12/4 pending

Staff will be available to answer any questions.



CITY OF DECATUR ILLINOIS

1 GARY K. ANDERSON PLAZA

DECATUR, ILLINOIS 62523

October 27, 2015

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

Informational Memorandum Communicating the Condition of the Police Pension Fund for the Year Ended December 31, 2014

In accordance with State of Illinois House Bill 5088 (Public Act 95-950 effective 08/29/2008), the Pension Fund is required to file a report with the Governing Board reporting on the condition of the Pension Plan at the end of its most recently completed fiscal year, with such report filed with the Governing Board prior to the Governing Board consideration of the future period tax levy.

As such, the attached Municipal Compliance Report is hereby filed with the City Clerk, to be presented to the City Council as an Informational Memorandum at its meeting on November 2, 2015.

Regards,

A handwritten signature in blue ink, appearing to read "G. Zientara", is written over the "Regards," and extends down towards the typed name.

G. Zientara
City Treasurer & Director of Finance

cc: Tim Gleason, City Manager
Debra Bright, City Clerk
Ron Borowczyk, President Decatur Police Pension Board
Chris Hale, Secretary Decatur Police Pension Board

**CITY OF DECATUR, ILLINOIS
POLICE PENSION PLAN**

**House Bill 5088 (Public Act 95-950) - Municipal Compliance Report
For the Year Ended December 31, 2014**

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

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

Total Assets (at Market Value)	<u>\$ 93,595,010</u>
Actuarial Value of Assets (see item 8 for explanation)	<u>\$ 97,052,982</u>

2. The estimated receipts during the next succeeding fiscal year from deductions from the salaries of police officers and from other sources:

Estimated Receipts - Employee Contributions	<u>\$ 1,234,841</u>
Estimated Receipts - All Other Sources	
Investment Earnings	<u>N/A</u>
Municipal Contributions	<u>\$ 4,163,299</u>

3. The estimated amount required during the next succeeding fiscal year to (a) pay all pensions and other obligations provided in Article 3 of the Illinois Pension Code, and (b) to meet the annual requirements of the fund as provided in Sections 3-125 and 3-127:

(a) Pay all Pensions and Other Obligations	<u>\$ 6,171,292</u>
(b) Annual Requirement of the Fund as Determined by:	
Illinois Department of Insurance - Report Dated August 18, 2015	<u>\$ 4,321,303</u>
Private Actuary - Report Dated April 23, 2015 (Entry Age Normal - Level Percent of Payroll)	<u>\$ 4,163,299</u>
Private Actuary - Report Dated April 23, 2015 (PA096-1495)	<u>\$ 3,915,029</u>

**CITY OF DECATUR, ILLINOIS
POLICE PENSION PLAN**

**House Bill 5088 (Public Act 95-950) - Municipal Compliance Report
For the Year Ended December 31, 2014**

4. The total net income received from investment of assets along with the assumed investment return and actual investment return received by the fund during its most recently completed fiscal year compared to the total net income, assumed investment return, and actual investment return received during the preceding fiscal year:

	Current Fiscal Year (2014)	Preceding Fiscal Year (2013 – 8 months)
Net Income Received from Investment of Assets	\$ 5,787,815	\$ 6,464,710
Assumed Investment Return		
Illinois Department of Insurance - Report Dated August 18, 2015	6.75%	6.75%
Private Actuary - Report Dated April 23, 2015	7.50%	N/A
Actual Investment Return	6.57%	N/A

5. The total number of active employees who are financially contributing to the fund:

Number of Active Members	164
--------------------------	-----

6. The total amount that was disbursed in benefits during the fiscal year, including the number of and total amount disbursed to (i) annuitants in receipt of a regular retirement pension, (ii) recipients being paid a disability pension, and (iii) survivors and children in receipt of benefits:

	Number of	Total Amount Disbursed
(i) Regular Retirement Pension	99	\$ 5,331,246
(ii) Disability Pension	5	\$ 173,542
(iii) Survivors and Child Benefits	24	\$ 800,828

**CITY OF DECATUR, ILLINOIS
POLICE PENSION PLAN**

**House Bill 5088 (Public Act 95-950) - Municipal Compliance Report
For the Year Ended December 31, 2014**

7. The funded ratio of the fund:

	Current Fiscal Year	Preceding Fiscal Year
Illinois Department of Insurance - Report Dated August 18, 2015	64.0%	N/A
Private Actuary - Report Dated April 23, 2015	69.2%	N/A

8. The unfunded liability carried by the fund, along with an actuarial explanation of the unfunded liability:

Unfunded Liability:

Illinois Department of Insurance - Report Dated August 18, 2015	<u>\$ 51,750,912</u>
Private Actuary - Report Dated April 23, 2015	<u>\$ 43,154,962</u>

The accrued liability is the actuarial present value of the portion of the projected benefits that has been accrued as of the valuation date based upon the actuarial valuation method and the actuarial assumptions employed in the valuation. The unfunded accrued liability is the excess of the accrued liability over the actuarial value of assets. The actuarial value of assets is the asset value derived by using the plan's asset valuation method which is a method designed to smooth random fluctuations in asset values. The objective underlying the use of asset valuation method is to provide for the long-term stability of municipality contributions.

9. The investment policy of the Pension Board under the statutory investment restrictions imposed on the fund.

Investment Policy - See Attached

**CITY OF DECATUR, ILLINOIS
POLICE PENSION PLAN**

**House Bill 5088 (Public Act 95-950) - Municipal Compliance Report
For the Year Ended December 31, 2014**

CERTIFICATION OF MUNICIPAL POLICE
PENSION PLAN COMPLIANCE REPORT

We, the undersigned Trustees of the Decatur Police Pension Plan, based upon information and belief, and to the best of our knowledge, certify pursuant to §5/3-143 of the Illinois Pension Code, that the preceding report is true and accurate.



President



Secretary

Dated: 10-28-15

Investment Policy
City of Decatur Police Pension Plan

Amended April 30, 2014

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I. Introduction

Pursuant to Illinois Statutes, an employee retirement plan has been created for plan participants. This policy applies to the investment of the City of Decatur Police Pension Plan to further long-term investment goals.

II. Statement of Purpose

Mission Statement. The fundamental goal of the Decatur Police Pension Plan is to provide retirement and other benefits to plan participants. As such, the Board of Trustees will invest plan assets solely in the interests of plan participants and beneficiaries, for the exclusive purpose of providing retirement and other benefits to plan participants and beneficiaries.

Investment Philosophy. The Board of Trustees believes that plan assets should be managed in a fashion that reflects the plan's unique liabilities and funding resources, incorporating accepted investment theory and reliable, empirical evidence. Specifically, the Board has adopted the following principles:

- That asset allocation is the key determinant of return and, therefore, commitments to asset allocation targets will be maintained through a disciplined rebalancing program.
- That diversification, both by and within asset classes, is a primary risk control element.
- That passive fund portfolios are suitable investment strategies, especially in highly efficient markets.
- That "market timing" is precluded as an acceptable investment strategy.
- That the investment program is ultimately for the purpose of meeting the pension plan's obligations for benefit payments.
- That the investment program must be cognizant of the total pension plan's cash flow obligations.

Goals and Objectives. For total plan assets, the goals are as follows:

- To preserve the actuarial soundness of the plan in order to meet benefit obligations.
- To prudently manage the inherent investment risks that are related to the achievement of investment goals.
- A long-term return of at least the actuarial earnings rate over a market cycle (generally three to five years).
- A long-term rate of return, net of fees, in excess of its policy benchmark over a market cycle (generally three to five years). The policy benchmark is a hypothetical portfolio of index funds weighted by asset allocation targets.

Policy Benchmark		
Asset Class	Index	Weight (%)
U.S. Equity - Large cap	S&P 500	30
U.S. Equity - Mid cap	Russell Mid Cap	13
U.S. Equity - Small cap	Russell 2000	n/a
Global / Non-U.S. Equity	MSCI World / MSCI ACWI exUS	22
U.S. Real Estate - Core	NFI-ODCE	0
U.S. Fixed Income	Barclays Intermediate Aggregate	35
Cash Equivalents	90-Day Treasury Bills	0
		100%

III. Roles and Responsibilities

Board of Trustees. Within the parameters established under Illinois Statutes, the Board has the responsibility of establishing and maintaining broad policies and objectives for all aspects of the Plan's operation. Specifically with regard to investments, the Board seeks the advice of the City of Decatur officials, staff, and third parties prior to taking action. In keeping with their obligation to serve as governing fiduciaries, changes to any of the following will require the Board's involvement and approval:

- The Investment Policy and Appendices
- The Strategic Asset Allocation
- Performance Benchmarks for the Strategic Asset Allocation
- All other issues of investment policy not specifically enumerated here.

The Board, with the assistance of City of Decatur officials, staff, and third parties, monitors the performance of the investment portfolio; ensures that funds are invested in accordance with Board policies; studies, recommends, and implements policy and operational procedures that will enhance the investment program of the Plan; and ensures that proper internal controls are developed to safeguard the assets of the Plan. The City of Decatur officials and staff will be responsible for maintenance of pension plan participant records, software for administering pension benefits, preparation of annual financial statements, and management of employee and employer contributions.

Investment Managers.

- Duties - Investment managers will select, buy, and sell specific securities pursuant Illinois Statutes as may be amended from time to time, this investment policy, and contractual agreements. Discretion is delegated to the managers to carry out investment actions as directed by the Plan.
- Standard of care - The standard of prudence applied to investment managers shall be the prudent expert standard and shall be applied in the context of managing an overall portfolio.
- Acknowledgement of fiduciary obligations - Investment managers will acknowledge in writing that they are a fiduciary of the pension plan.
- Disclosure of fees - Separate account investment managers must fully disclose on a quarterly basis any direct or indirect fees, commissions, penalties, and any other compensation that was received by them, including reimbursement for expenses paid by or on behalf of the manager in connection with its services to the Plan. Investment managers must promptly communicate any changes in fee schedules.

- **Communication** – Investment managers will provide the Board with reporting on at least a quarterly basis of the market value of all holdings as well as the gross-of-fees and net-of-fees rates of return. Net-of-fees rates of return are to be calculated after the payment of all investment management fees. Investment managers must also promptly communicate any major changes in policy, economic outlook, or changes in the investment organization.
- **Conflicts of interest** - Managers are prohibited from knowingly causing or advising the Plan to engage in any investment transaction in which they have any direct interest in the income, gains, or profits of the manager or investment advisor through which the investment transaction is made or has a business relationship with the manager or the investment advisor that would result in a pecuniary benefit to the manager as a result of the transaction.

Other External Providers. The Plan may retain custodians, attorneys, actuaries, accounting professionals, investment consultants, a depository/financial institution(s), or other service providers needed to properly implement its investment program.

- To the greatest extent possible, the custodian(s) will hold all cash and securities. The custodian will be responsible for providing a records maintenance system, fund accounting on a trade date basis, and other services as defined in the contract.
 - A depository/financial institution may be utilized to accept and hold cash prior to allocating it to the custodian(s) or investment managers.
 - The Plan will retain an actuary to prepare actuarial valuations and periodically analyze the actuarial assumptions and experience of the Plan.
 - The Plan will retain accounting professionals to independently audit financial records and review internal controls.
 - The Plan will retain an investment consultant to independently prepare performance reports on the Total Plan and each manager, as well as conduct manager and custodial searches, prepare investment policy/asset allocation analysis, and assist in associated investment related issues.
 - **Standard of care** – The standard of prudence applied to external providers shall be the prudent expert standard.
 - **Acknowledgement of fiduciary obligations** – The external providers will acknowledge in writing that they are fiduciaries of the pension plan.
-
- **Fiduciaries are prohibited from knowingly causing or advising the Plan to engage in any investment transaction in which they have any direct interest in the income, gains, or profits of the manager or investment advisor through which the investment transaction is made or has a business relationship with the manager or the investment advisor that would result in a pecuniary benefit to the fiduciary as a result of the transaction.**

IV. Asset Allocation

The purpose of Section IV. guidelines is to manage risk associated with investment in an asset class (i.e., systematic risk). Risk associated with an investment in an individual security (non-systematic risk) is addressed in Section V.

Role and Importance of Asset Allocation. The asset allocation decision is generally regarded as the most important decision to be made in the investment management process. The purpose of a strategic asset allocation is to provide an optimal mix of investments that has the potential to produce the desired returns with the least amount of fluctuation in the overall value of the investment portfolio. By spreading funds among several styles or investment types, there is an increased probability that if one investment type is decreasing in value, another is increasing in value. Most asset classes fall under the four broad categories of equities, bonds, alternative investments, and cash equivalents.

Asset Allocation Range. To further the long-term goals and objectives of the Plan set forth in Section II, the following asset allocation guidelines are established.

Asset Allocation Range			
Asset Class	Minimum %	Target %	Maximum %
U.S. Equity - Large cap	25	30	36
U.S. Equity - Mid cap	10	13	16
U.S. Equity - Small cap	n/a	n/a	n/a
Total U.S. Equity	35	43	50
Global / Non-U.S. Equity	18	22	26
U.S. Real Estate - Core	0	0	5
Total Equity	53	65	65
U.S. Fixed Income	35	35	47
Cash Equivalents	0	0	0

Minimums and maximums may not add up to 100%

Rebalancing Policy. The primary purpose of rebalancing is to ensure that the Plan adheres to its strategic asset allocation, which is the Plan's explicit statement of its investment approach.

The Plan will carry out rebalancing in a cost-effective manner. If feasible, cash flow will be used to maintain target allocations. Securities will be liquidated from the over-funded managers until the desired allocations are met.

The Board and investment consultant will review the portfolio at least quarterly to determine if rebalancing is required.

V. Investment Guidelines

The purpose of Section V. guidelines is to limit the risk associated with an investment in an individual security (e.g., non-systematic risk). The selection of investments will be guided by the prudent person and prudent expert standards.

Prohibited Investments. Prohibited investments include, but are not limited to:

- investments precluded by law or regulation;
- securities purchased on margin;
- short selling;
- trading in futures contracts; and
- stock options, puts or calls.

Under no circumstances will investment managers use any instruments to create financial leverage within a portfolio.

Permissible Investments. Permissible investments include those investments permitted by Illinois Statutes and this policy.

Diversification and Credit Quality. To limit the Plan's risk associated with holding individual securities (e.g., non-systematic risk), or asset class diversification requirements and other risk management requirements are set forth. The pension plan will comply with Illinois Statute requirements that the market value of stock in any one corporation does not exceed 5% of the total assets of the pension plan, and the investments in the stock of any one corporation do not exceed 5% of the total outstanding stock of that corporation.

- Diversification relative to a single issuer – Any investment manager operating within any asset class should not hold more than 5% of the outstanding securities of any single issuer (for publicly traded securities), except for U.S. Treasury notes, bills or bonds.
- Diversification relative to Plan assets – For the following asset classes, no more than a specified percentage of Plan assets shall be invested in the securities of a single issuer, except for U.S. Treasury notes, bills or bonds. This will be measured at the time of purchase and on a mark-to-market basis.
- 5% of Plan assets in any one publicly traded U.S. stock.
- 5% of Plan assets in any one U.S. bond (except U.S. Treasury notes, bills or bonds).
- 5% of Plan assets in any one cash-equivalent security – (except Money Market/STIF funds).

- Diversification by economic sector – Within any given asset class category, at the total Plan level, no economic sector will be overweighted by more than 50% relative to the Plan's policy index. Sector/industry guidelines for specific investment managers may be higher or lower, and will be established on a case-by-case basis.
- Credit risk – The fixed income assets will maintain an "A-" or better weighted average quality rating. Minimum quality rating for any fixed-income issue is investment grade as determined by at least one of two largest nationally recognized credit rating agency. If subsequently downgraded below investment grade, the bonds must be liquidated from the portfolio within 90 days after being downgraded.
- Fixed Income Sector Risk – The maximum commitment to U.S. corporate bonds in a separately managed bond portfolio is 50%. No non-U.S. bonds shall be purchased and any acquired as a result of mergers, re-organization, etc. shall be sold within 90 days or unless it is imprudent to do so.

Derivatives. Derivative securities and synthetic products including futures, options, swaps, and forward contracts (and/or combinations of these instruments) may not be used by any investment manager without the written authorization of the Plan that includes specific reference to the enabling legislation.

VI. Reporting / Performance Monitoring

The purpose of monitoring and reporting on investment performance is for the Board to be able to (a) ensure compliance with Plan policy and applicable law, (b) manage the risk of the portfolio, and (c) assess the performance of investment managers retained by the Plan.

Quarterly Reporting by Investment Manager. On a quarterly basis the Board of Trustees shall receive the following information:

- A review of recent performance; and
- An outline of current strategy and investments.

Quarterly Reporting by the Investment Consultant. On a quarterly basis the Board of Trustees shall receive the following information:

- Portfolio performance relative to the assigned benchmark index and peer group; and
- Portfolio composition relative to the asset allocation policy.

Reports should contain the following:

- A review of performance relative to assigned benchmarks and peer groups for the most recent quarter end, for one-, three-, and five-year periods ending with the most recent quarter, and for the most recent period if not a quarter end. Performance relative to assigned benchmarks will be reported for the total portfolio, for each asset class, and for each investment manager;
- A summary of the portfolio's diversification and fundamental characteristics; and
- Both gross and net-of-fee performance calculations shall be presented.

Appendix A

Cost Management

Cost management is a critical component of the Plan's long-term investment performance. The defined benefit structure of this Plan provides potential economies of scale unavailable to individual investors. The following guidelines are designed to realize these potential scale economies.

The Plan will periodically review plan fees and expenses, including but not limited to investment management, investment consulting, transactional, banking, and custodial.

Directed Brokerage. The Plan may establish a directed brokerage program, whereby the broker(s) credits a portion of the commission directly back to the plan, either in the form of commission recapture or "soft dollars." If a directed brokerage program is established, the Plan will review credentials, procedures, and controls of brokerage firms offering commission recapture and/or soft dollar services.

Appendix B

Public Policy Issues Affecting the Investment Program

As defined in Section II of this policy, the Board of Trustees will invest plan assets solely in the interests of plan participants and beneficiaries. This criterion applies to specific investments and to the entire investment policy established by the Plan. Because the Plan operates in an environment shaped by public policy, this appendix addresses issues that have been or may be raised in the policy arena.

Economically Targeted Investments. The Plan will consider economically targeted investments (e.g., investments providing collateral benefits) based solely upon the expected return and risk characteristics of an investment approach and its impact on the success of the program as a whole. Such investments must meet three criteria:

- Investments designed with below-market rates of return or other concessionary terms are not acceptable because they compromise a plan's risk-return standard and conflict with trustee responsibilities. Investments must yield a rate of return commensurate with the recognized level of risk of the security.
- Investments must meet the diversification and credit standards established by the retirement plan's investment policy.
- Asset strategies should anticipate the cash needs of the Plan.

Socially Responsible Investments. The Plan will consider "socially responsible" investments based solely upon the expected return and risks of such an investment approach. Any investment(s) pursued under this approach must meet three criteria:

- Investments designed with below-market rates of return or other concessionary terms are not acceptable because they compromise a plan's risk-return standard and conflict with trustee responsibilities. Investments must yield a rate of return commensurate with the recognized level of risk of the security;
- Investments must meet the diversification and credit standards established by the retirement plan's investment policy; and
- Asset strategies should anticipate the cash needs of the plan.

Appendix C

Corporate Governance

Proxy Voting. The Board of Trustees entrusts to its investment managers the responsibility to vote, in accordance with this guidance, proxies related to securities held by the managers in portfolios they manage on behalf of the Plan.

Managers are to vote proxies in the best interests of the Plan's members and retirees as participants in a defined benefit pension plan and as the true shareholders of its invested assets. Managers are to vote proxies to maximize the value to shareholders of share ownership.

Separate account equity managers will report proxy voting on a quarterly basis.

Appendix D

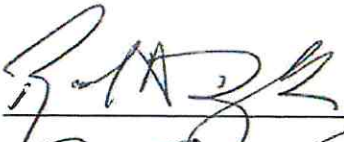
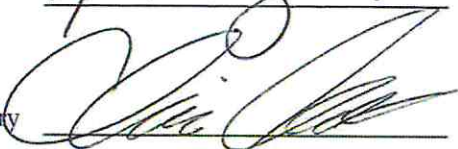
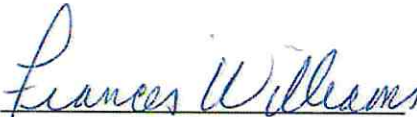
Ethics and Conflicts of Interest

Trustees and staff involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Trustees and investment staff shall promptly disclose any material interests in financial institutions with which they conduct business. They shall further promptly disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Trustees and staff shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the Plan.

In addition, the Board of Trustees or staff managing the investment manager contract should comply with the following ethical considerations:

- adherence to all jurisdiction's and pension board's ethics laws, rules and regulations related to procurement and involvement with contractors, including those related to political contributions; and
- disclosure to Board of Trustees of any inherent or potential conflicts of interest in dealing with specific investment advisers prior to taking any official action.

Approved this April 30, 2014 by the Decatur Policemen's Pension Board of Trustees.

President		Trustee	_____
Secretary		Trustee	_____
Treasurer	_____	Trustee	_____
Trustee		Trustee	_____

Previous Version January 18, 2000
Previous Version July 27, 2011

City Clerk

DATE: 11/10/2015

MEMO: 2015-13

TO: Mayor Moore Wolfe
City Council Members

FROM: Tim Gleason, City Manager

SUBJECT: October 2015 Monthly Reports

ATTACHMENTS:

Description	Type
Development Services	Cover Memo
Fire	Cover Memo
Management Services	Cover Memo
Police	Cover Memo
Public Works	Cover Memo
Water	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Bright, Debbie	Approved	11/11/2015 - 11:05 PM

**DEVELOPMENT SERVICES
OCTOBER MONTHLY REPORT**

BUILDING INSPECTIONS - For October 2015 we issued 128 permits with a total work value of \$8,131,331. Of those, 2 were for new commercial buildings valued at \$3,389,676; 4 were for interior remodels of commercial buildings valued at \$3,882,000; and 1 parking lot valued at \$184,700. There were no new house permits.

**Monthly Summary
10/1/2015 – 10/31/2015**

PERMIT TYPE	# ISSUED	WORK VALUE
Building	25	\$7,602,526.00
Demolition	3	\$134,644.00
Electrical	20	\$43,770.00
Mechanical	37	\$193,876.00
Other	10	\$63,745.00
Plumbing	28	\$63,920.00
Sign	4	\$28,535.00
Tent	1	315.00
TOTAL	128	\$8,131,331.00

PLANNING AND ZONING – Part of the process of economic development and community redevelopment involves site plan reviews for compliance with local development laws and ordinances. As you know, the city has regulations designed both to beautify the community as part of development (landscaping, signage, etc.) but also to protect both users of a particular development (parking, lighting, etc.) and adjacent land owners (drainage, buffer yard size requirements) Last month the planning and zoning division in conjunction with other city departments reviewed 20 submittals which included 15 site plans and 5 subdivision plats. Additionally, the division reviewed and facilitated 4 zoning cases, 1 right of way vacation that included public notifications, research and review and processing for Plan Commission consideration. Three (3) cases were approved by the City Council on October 19th. Two (2) cases are scheduled to be heard at the November 16th City Council meeting.

ECONOMIC DEVELOPMENT– The economic development division had 51 new and separate inquiries in September for possible projects and also had 32 meetings related specifically to ongoing initiatives. We are currently working on 5 separate development agreements for a variety of projects across the city. As of last week, there were 1,072 job listings in the Decatur, Illinois area on indeed.com, one of the leading national job search sites and 7,394 job openings in the Central Illinois region according to one state database.



DECATUR FIRE DEPARTMENT
MEMORANDUM
15-08

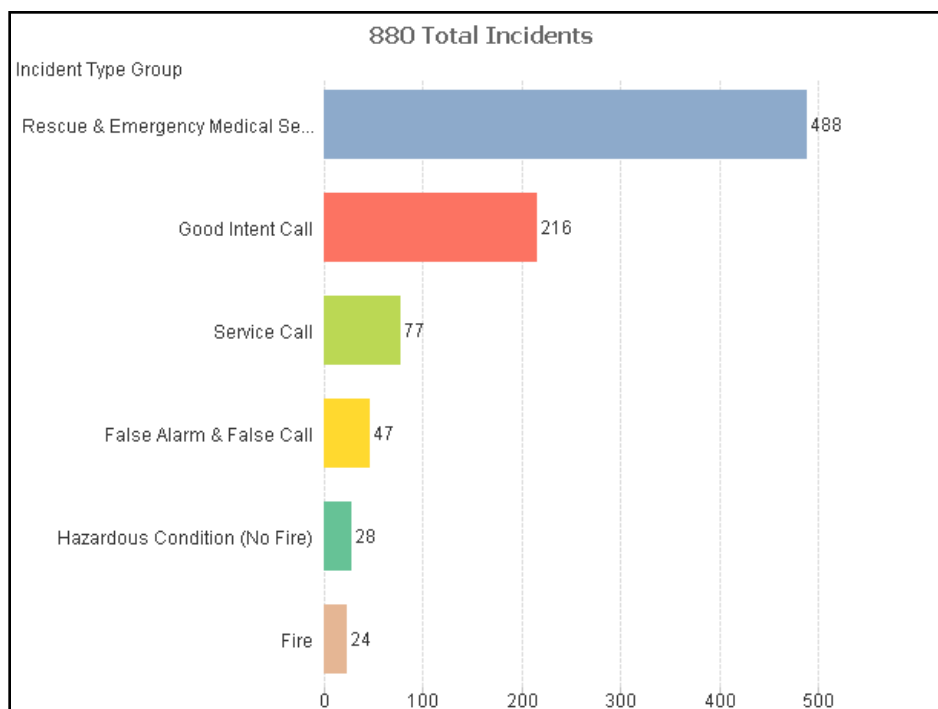
November 6, 2015

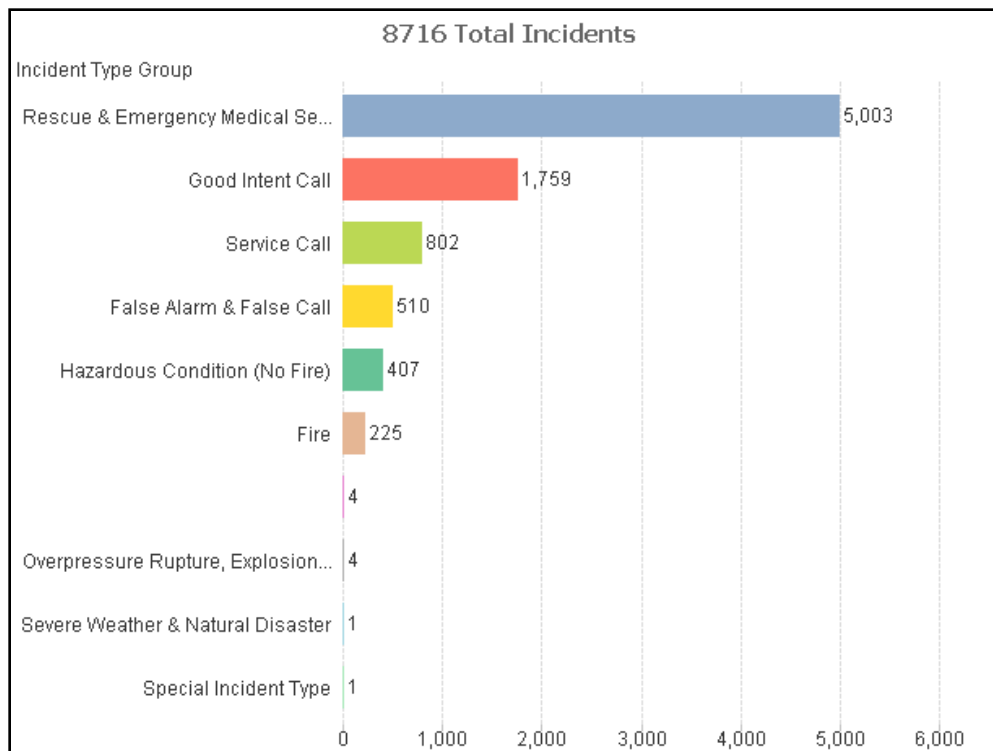
TO: Tim Gleason, City Manager

FROM: Jeffrey S. Abbott, Fire Chief

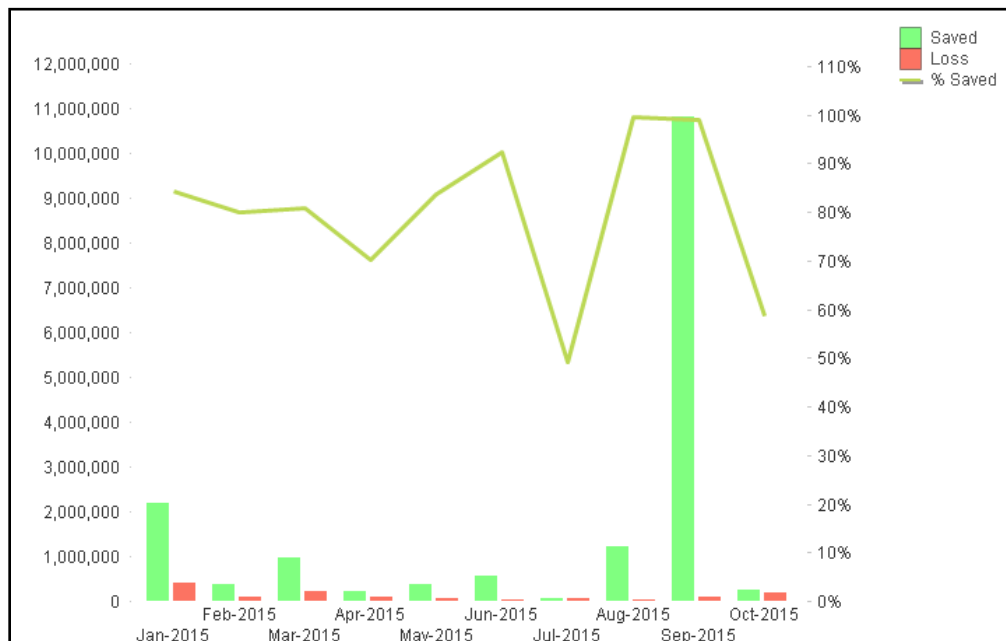
RE: Monthly Report – October 2015

The fire department responded to 880 alarms in the month of October. To date, the department has responded to 8716 alarms. Incident Type Groups in the charts below list the alarms. The 8716 alarms equate to 11,629 apparatus movements. This is because some alarms require more than one apparatus to respond. For instance, a Carbon Monoxide alarm will result in one apparatus response. A structure fire will result in five (5) apparatus responses plus other fire vehicle responses.





There was \$257,311 in property saved from fire in October, while \$180,700 in property was lost to fire. To date, \$16,993,997 in property has been saved, while \$1,281,550 has been lost to fire. That means that 93% of the property affected by fire this year has been saved.



Fire Prevention Division

The Fire Prevention Division was busy in October conducting fire safety training for over 1000 school children that came to fire station 1 for fire safety month. They also completed the following list of work during the month.

8 Fire Investigations 4 Undetermined 3 Accidental 1 Incendiary

15 Plan Reviews

17 Key Box Installations or Removals

17 Inspections

1 Consultation

2 Follow Ups

1 Fire Extinguisher Class

1 Fireworks Site Inspection

6 Additional Off Campus Fire Safety Presentations

Training

The department sent five (5) firefighters to the Illinois Fire Service Institute (IFSI) for Structural Collapse Technician training. Additionally, two (2) new probationary firefighters completed IFSI's Fire Academy. They will begin working on their respective shifts the first week in November.

Tours- two shifts toured the ADM West Plant and the DMH MRI, Hyperbaric Chamber, and nuclear medicine area.

Battalion Chief McGeehon and Engine-5 presented the Fire 101 class to the Decatur Leadership group, and they had approximately 14-16 young leaders attend.

Department wide training was conducted on setting up and flowing master streams from the departments three (3) aerial ladder trucks.

The individual fire companies are still busy conducting the 576 pre-plan inspections that they complete every year.

DEPARTMENT OF MANAGEMENT SERVICES
Monthly Report of Priorities and Projects
Fiscal Year 2015
October 2015

Highlights for this month include:

City Clerk's Office

- Preparing agendas, packets and minutes for City Council meetings, including a special meeting;
- Processing and releasing 11 Freedom of Information Act (FOIA) requests; and
- Issuing two (2) Class "P" liquor licenses, as well as four (4) temporary liquor licenses;

Human Resources Division

- Hiring a Personnel Specialist to fill the vacancy created by promotion;
- Facilitating the hire and promotion of various employees;
- Facilitating the monthly meeting of the City's Civil Service Commission;
- Attending the monthly Human Relations Commission meeting;
- Attending the monthly AFSCME Labor/Management meeting; and
- Facilitating the 2015 Management Employee Performance Evaluation process;

MIS Division

- Attending ITRON Analytics training;
- Completing Civic Center building tour with Assistant General Manager;
- Attending MUNIS purchasing refresher course;
- Completing install of analog phone line for the printer/copier in executive suite;
- Doubling the physical memory capacity in all 3 VMware host servers
- Completing MIS FY2016 budget estimates
- Seeking feedback on the Watts Copier/Printer program from supervisors;
- Welcoming Duane Richards back to the MIS team; and
- Spending 15 man-hours in the server room getting it cleaned up;

Mass Transit System

- Submitting IDOT quarterly report and payment request for DOAP funding;
- Completing NTD Annual report;
- Completing FTA quarterly reports;
- Attending Black Chamber and Decatur Chamber Event;
- Meeting with Decatur Taxi and Alpha Omega on services provided to DPTS; and
- Presenting community member 2015 one millionth rider's award;

Director's Office

- Participating in three AFSCME labor-management meetings;
- Participating in a labor contract mediation session with the PBPA labor committee;
- Initiating the 2015 management employee performance evaluation process;
- Attending a Public Library board meeting to read a letter from the Mayor;
- Meeting with the new City Council member to review collective bargaining matters; and
- Meeting with Finance personnel to review the 2016 proposed Management Services budget.

DECATUR ILLINOIS POLICE DEPARTMENT

**TO: Mayor Julie Moore
City Council Members
City Manager Tim Gleason**

FROM: James E. Getz, Acting Chief of Police

RE: October 2015 Monthly Report

STAFFING

Sworn Police Officer Staffing

The Decatur Police Department has 164 authorized sworn police positions. At end of October 2015, staffing was at 163. Current staffing for the Decatur Police Department is as follows:

<u>Position</u>	<u>Authorized</u>	<u>Funded</u>	<u>Current</u>
Police Chief	1	1	1
Deputy Chief	3	3	3
Police Lieutenant	5	5	5
Police Sergeant	17	17	17
Police Patrol Officer	138	138	137
TOTAL	164	164	163

Civilian-Non Sworn Police Staffing: 9

<u>Position</u>	<u>Authorized</u>	<u>Funded</u>	<u>Current</u>
Administrative Secretary	1	1	1
Senior Crime Analyst	1	1	1
Crime Analyst	1	1	1
Sr. Clerk Typist	1	1	1
Records Supervisor	1	1	1
CAD Coordinator	1	1	1
ECS/Records Clerk	1	1	1
Part-time FOIA Officer	2	2	2
Total	9	9	9

Emergency Communications/Dispatch Staffing

<u>Position</u>	<u>Authorized</u>	<u>Funded</u>	<u>Current</u>
Communications Center Mgr	1	1	1
Supervisor	3	3	3
ECS Level III	23	19	18
<u>ECS Level II</u>	<u>1</u>	<u>1</u>	<u>1</u>
Total	28	24	24

The communications center manager is projecting 82 (4- hour) slots of overtime in November.

PATROL DIVISION

<u>Function</u>	<u>Month</u>	<u>YTD</u>
Community Meetings	2	25
Directed Patrols	71	486
Active Problem Oriented Policing Projects	2	20
Completed Problem Oriented Policing Projects	0	0
Parking Citations	60	769
Criminal Arrests	490	4624
Felony Drug Arrests	15	176
Firearms Seized	12	75
Traffic Citations	793	7526
Field Interviews	89	831
Written Warnings	508	4212
Illegal Sound Amplification Arrests	0	0
Calls for Service/CAD incidents	4819	50310
Unlawful use of Motor Vehicle tows	134	1391
Driving Under the Influence Arrests (DUI)	23	349
DUI involving accidents	8	78
Fatal Accidents	0	6
Traffic Accidents	262	2371
Accidents with Personal Injury	45	407

City Ordinances

The Decatur Police Department made 42 Ordinance arrests during the month of October; YTD total is 310

CRIMINAL INVESTIGATIONS DIVISION

Street Crimes: Drug Seizures for the month:

<u>Drug</u>	<u>Amount</u>	<u>YTD Seizure</u>	<u>Street Value</u>
Cannabis	1690 grams	79,934 grams @ \$10-gram	\$ 799,340
Cocaine-Powder	92 grams	5095 grams @ \$100-gram	\$ 509,500
Cocaine-Crack	17.4 grams	304.5 grams @ \$100-gram	\$ 30,450
Heroin	95.3 grams	249.3 grams @ 300-gram	\$74,790
Ecstasy	2 hits	2867@ 20 hit	\$ 57,340

Meth	4grams	81 grams @ 100-gram	\$8,100
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Criminal Arrests: 33	YTD: 546
Search Warrants: 10	YTD: 80
US Currency Seized: \$125,653	YTD: \$352,931
Firearms seized: 4	YTD: 33
Vehicles seized: 7	YTD: 15
Interdiction Drug Arrests: 12	YTD: 107
Interdiction Wanted Persons Arrests: 0	YTD: 0
Interdiction Narcotic Seizure: 10	YTD: 90
Interdiction weapons seized: 4	YTD: 9
Interdiction Currency Seizure: \$123,204	YTD: \$177,791

Criminal Investigations (Adult & Juvenile Detectives):

New cases assigned: 202	YTD: 1823
Cases closed/resolved: 148	YTD: 1003
Criminal Arrests: 79	YTD: 611
Homicides: 0	YTD: 7
Infant Death Investigations: 1	YTD: 2
Suicide Detective Investigations: 0	YTD: 3
Missing person Investigations: 4	YTD: 36
Computer forensic Exams: 32	YTD: 318
Sex Offenders Registered: 55	YTD: 604

A Detective has been assigned to the US Marshals Service Task Force, with a yearly review between the US Marshals Service and Decatur Police Administration to ensure effectiveness. This partnership allows for quicker apprehension of fugitives within the Decatur/ Macon County region and also allows for more government resources in the pursuit of major fugitives.

Fugitive Arrests: 9	YTD fugitive arrests: 299
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Freedom of Information (FOIA)

The Professional Standards Unit received 199 Freedom of Information Act requests for the month; 1477 total requests YTD in 2015.

**Public Works Department
Monthly Activity Report
October 2015**

Engineering:

Union Street Sewer Rehabilitation: The project is completed. Final paperwork is being completed.

Franklin Street Streetscape Improvements: This project is completed.

2015 Street Improvement Projects: Each year Engineering rates half of the City's streets as part of planning the street project. This project was awarded to Dunn Company on August 3, 2015. The project is completed.

Sewer Televising: 35,087 feet of sewers were televised. 23 special inspections / investigations were performed. 485 manholes were inspected.

Contract Sewer Cleaning: No sewers were cleaned.

**Municipal Services Division
Monthly Activity Report
October 1, 2015 – October 31, 2015**

TASKS	QUANTITIES	MANHOURS	ADDITIONAL INFORMATION
Potholes	1,250 each	143.3 hours	
Street Sweeping	909.6 miles	985.5 hours	
Snow Fence	3,600 lineal feet	116 hours	
Violation Weed & Brush Abatement- Neighborhood Standards	25 each	224 hours	
Parking Citations Issued Downtown	470 each	N/A	
Sanitary Sewer Derooting	28,505 lineal feet	170 hours	

Department of Water Management
October 2015
Monthly Report

Annual Water Main Replacements: Burdick Plumbing & Heating continued replacing 6,840 feet of rapidly deteriorating water main on St. Louis Bridge Road and portions of the Forest Crest subdivision. The project is 55% complete.

Corley Landfill Conversion to Bioenergy Crop Production: Last year Lake Decatur dredged sediment was trucked and spread over the former Corley Landfill site. Bioenergy plants were successfully established this summer. The project will be completed in November.

Energy and Water Efficiency Services Agreement: Johnson Controls completed 97.8% of the 31,399 water meter replacements and upgrades (excluding 1,325 inactive customer accounts and 16 upgrade refusal customers). HVAC energy efficiency improvements at City facilities are 99.9% complete. Lighting efficiency improvements, South Water Treatment Plant SCADA upgrades and the advanced water metering infrastructure system have been completed.

Lake Decatur Dredging Basins 1 through 4: Great Lakes Dredge & Dock continued dredging the Big Creek area of Basin 1 and rehabilitating the Oakley sediment storage basin. Since dredging began in November 2014, 22% of the 10,736,733 cubic yards of sediment to be removed has been dredged from the lake.

Lake Decatur Landscape Maintenance: This year's tree and brush removal project at Lake Shore Drive and the US 51 Bridge over Lake Decatur was completed in August.

Lake Services: Staff continued routine mowing operations, removed lake regulation buoys and removed trash along the US Route 51 and Lake Shore Drive shoreline.

Nelson Park Basin Marina Management: Last year a joint City/Park District Marina Management Request for Qualifications (RFQ) was issued. Qualifications were received from two firms that were interviewed by City, Park District and Edgewater Resources staff. Based on the interviews, a recommendation will be made to the City Council and Park District Board on how to best manage marina operations for the long term.

South Water Treatment Plant Clarifier to Claricone Conversion: Advertisements for qualifications and proposals for engineering services to convert two existing clarifiers to claricone technology were issued. Proposals are due December 15.

South Water Treatment Plant Concrete Replacement: This project will replace deteriorating concrete at several locations at the plant. One bid was received in August. Due to the significantly higher than estimated bid price, it was decided to let the bid expire. The project will be rebid in the spring of 2016.

Water Distribution System Hydraulic Model and Master Plan Updates: This project was completed by Strand Associates in July.

Water Distribution System Leak Detection Survey and Repair: This year's survey was completed by ADS LLC in October. City staff are repairing the detected leaks in priority order as time permits.

Water Production: Due to ample watershed runoff, Lake Decatur was maintained at an average level of 95% full for the month. 581.22 million gallons of potable water were pumped to customers which was a 1.92% increase compared to October 2014. Semiannual preventative maintenance of the South Water Treatment Plant clarifiers continued.

Water Services: Staff repaired 10 water main breaks, inspected 31 water control valves, completed 1,299 billing service orders and 63 distribution system service orders.

William Street & South Water Treatment Plant Reservoir Rehabilitation: Advertisements for qualifications and proposals for detailed inspections and preventative maintenance services for the two reservoirs were issued. Proposals are due December 8.

For questions regarding these items contact Keith Alexander, Director of Water Management, at 424-2863 or kalexander@decaturil.gov.

cc: Randy Miller, Water Services Manager
Jerry Stevens, Engineering Services Coordinator
Don Giger, Water Production Operations Supervisor
Randy Weaver, Water Production Maintenance Supervisor

Water Management

DATE: 11/16/2015

MEMO: 2015-17

TO: Mayor Julie Moore Wolfe and City Council

FROM: Tim Gleason, City Manager
Keith Alexander, Director of Water Management
Jerry Stevens, P.E., Engineering Services Coordinator

SUBJECT: October Progress Report
Lake Decatur Dredging Basins 1-4 &
Oakley Sedimentation Basin Rehabilitation
City Project 2013-14

SUMMARY RECOMMENDATION:

BACKGROUND:

Major Work Completed:

- Major preventative maintenance cycle on the dredge.
- Another cell (large bermed area where sediment is pumped to) in the sedimentation basin.

Major Work Planned for the Near Term:

- Sedimentation basin weir box walkway installation.
- Planning for Sand Creek dredging including mobilization of a smaller dredge to be used there.
- Continue dredging Big Creek (almost 60% complete).
- Continue sedimentation basin rehabilitation (about 75% complete).

Budget and Schedule:

- Great Lakes Dredge & Dock dredged 192,162 cubic yards of material in September 2015 and 2,375,417 cubic yards of material since dredging began in November 2014.
- The project is 22% complete, on budget and on schedule to be completed by December 31, 2019.

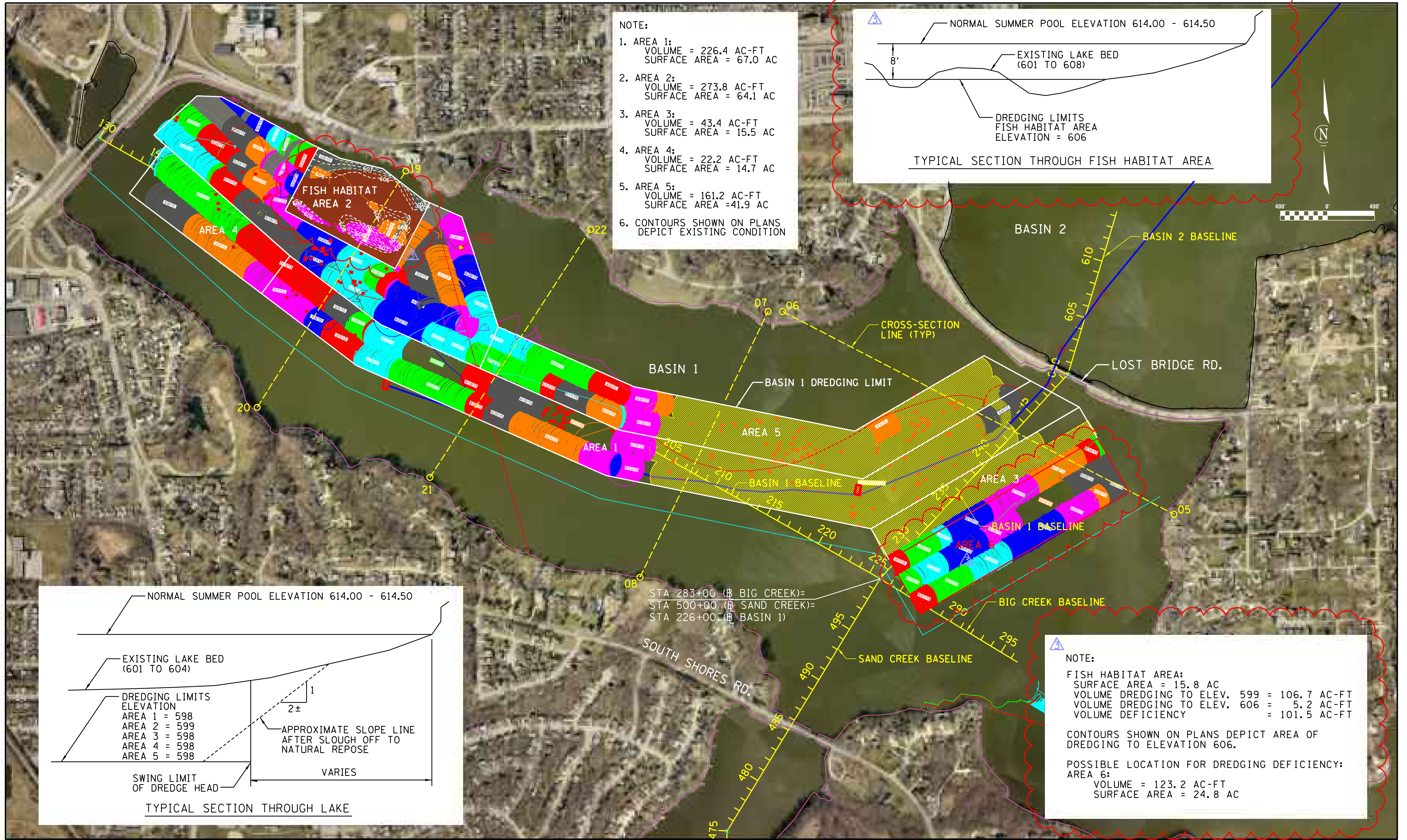
Attached are maps showing the areas of Basin 1 and Big Creek that have been dredged to date. The colored segments indicate where dredging was completed each day.

ATTACHMENTS:

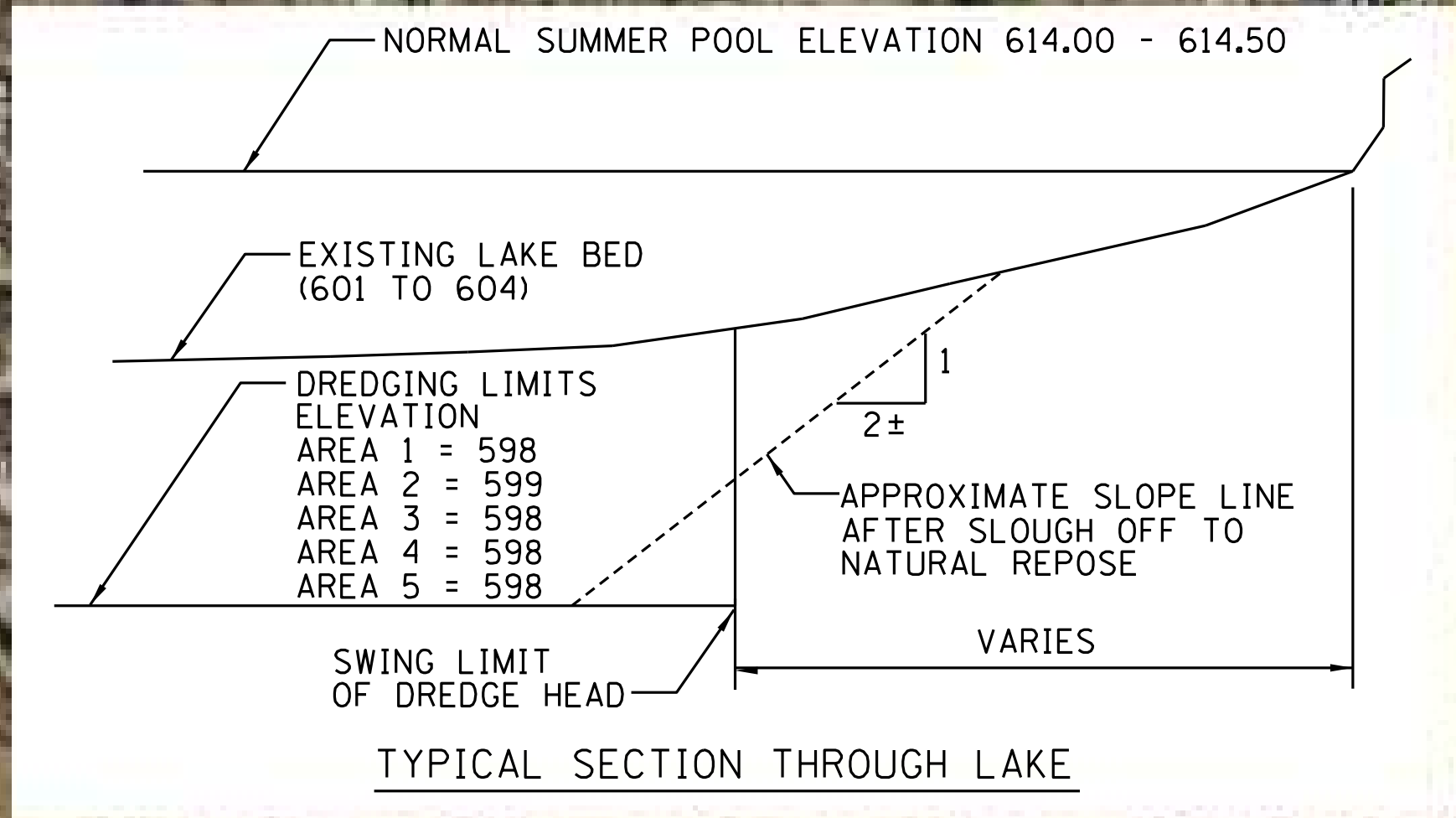
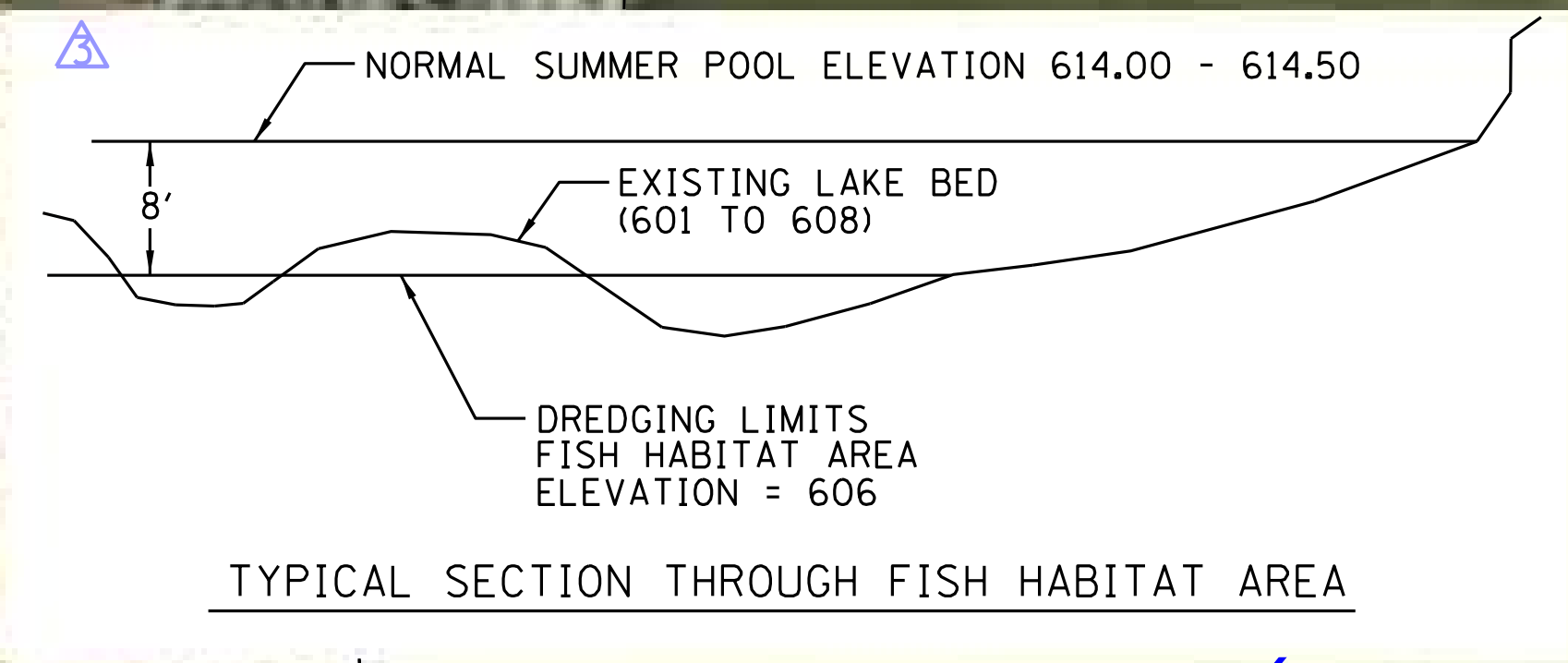
Description	Type
June Progress Report - Lake Decatur Dredging Basins 1-4 & Oakley Sediment Basin Rehab	Backup Material
October 2015 Dredging Progress Big Creek Sand Creek	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Water Management	Bright, Debbie	Approved	11/11/2015 - 11:07 PM



- NOTE:
1. AREA 1:
VOLUME = 226.4 AC-FT
SURFACE AREA = 67.0 AC
 2. AREA 2:
VOLUME = 273.8 AC-FT
SURFACE AREA = 64.1 AC
 3. AREA 3:
VOLUME = 43.4 AC-FT
SURFACE AREA = 15.5 AC
 4. AREA 4:
VOLUME = 22.2 AC-FT
SURFACE AREA = 14.7 AC
 5. AREA 5:
VOLUME = 161.2 AC-FT
SURFACE AREA = 41.9 AC
 6. CONTOURS SHOWN ON PLANS
DEPICT EXISTING CONDITION



- NOTE:
- FISH HABITAT AREA:
SURFACE AREA = 15.8 AC
VOLUME DREDGING TO ELEV. 599 = 106.7 AC-FT
VOLUME DREDGING TO ELEV. 606 = 5.2 AC-FT
VOLUME DEFICIENCY = 101.5 AC-FT
- CONTOURS SHOWN ON PLANS DEPICT AREA OF
DREDGING TO ELEVATION 606.
- POSSIBLE LOCATION FOR DREDGING DEFICIENCY:
AREA 6:
VOLUME = 123.2 AC-FT
SURFACE AREA = 24.8 AC

FILE NAME = \$FILEL\$

USER NAME = \$USER\$	DESIGNED -	REVISED - △ 6/3/14
	DRAWN -	REVISED - △ 10/28/2014
PLOT SCALE = \$SCALE\$	CHECKED -	REVISED - △ 4/28/2015
PLOT DATE = \$DATE\$	DATE -	REVISED -

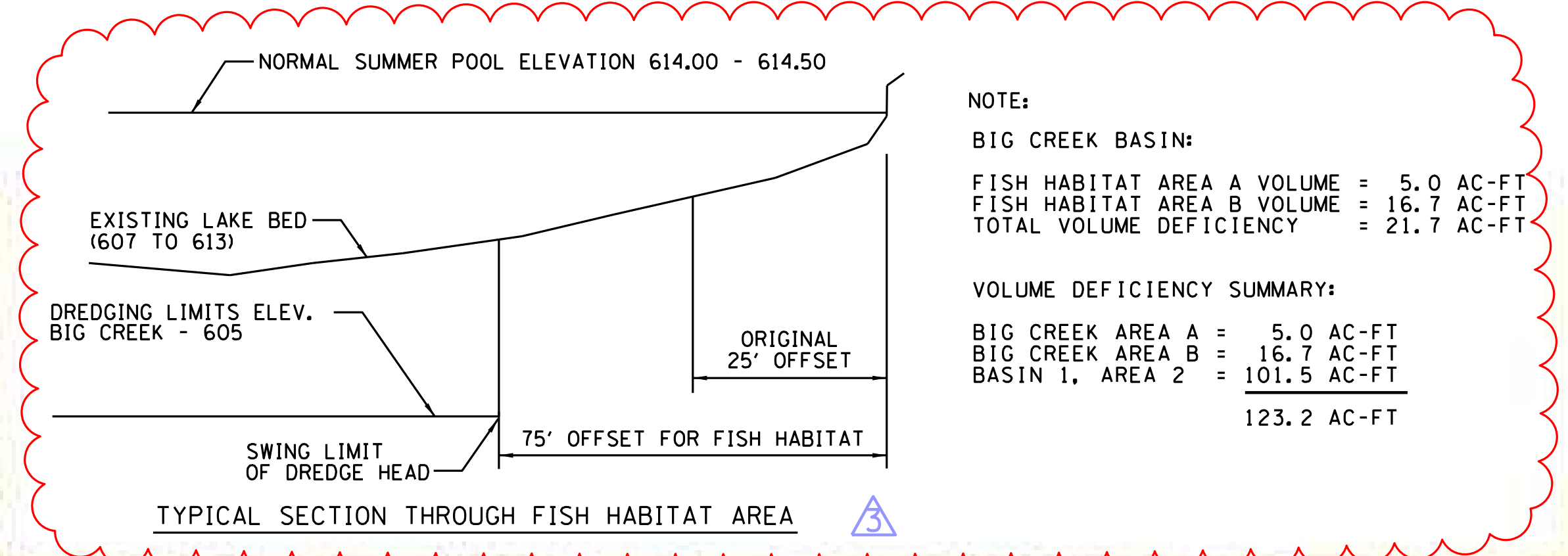
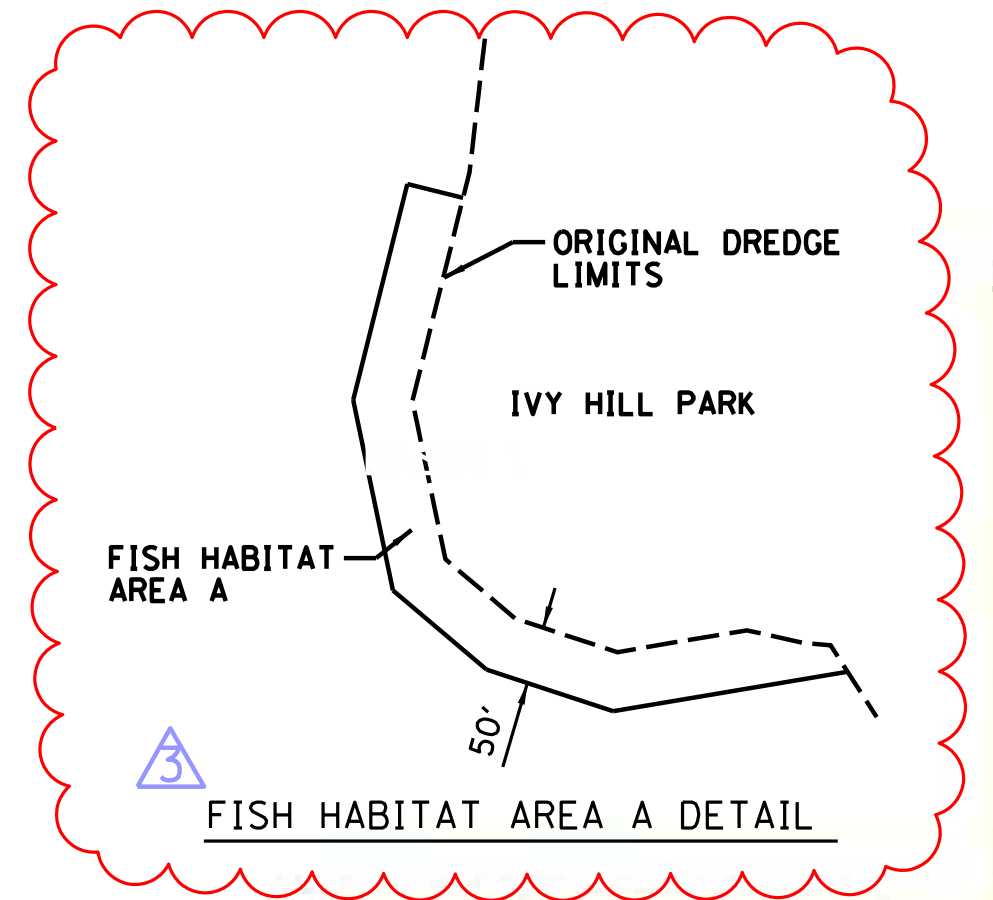
CHASTAIN
& ASSOCIATES LLC
CONSULTING ENGINEERS

DECATUR (217) 422-8544
CHICAGO (773) 714-0050
ROCKFORD (815) 489-0050
184-001397

BASIN 1 DREDGE PLAN
LAKE DECATUR DREDGING OF BASINS 1-4

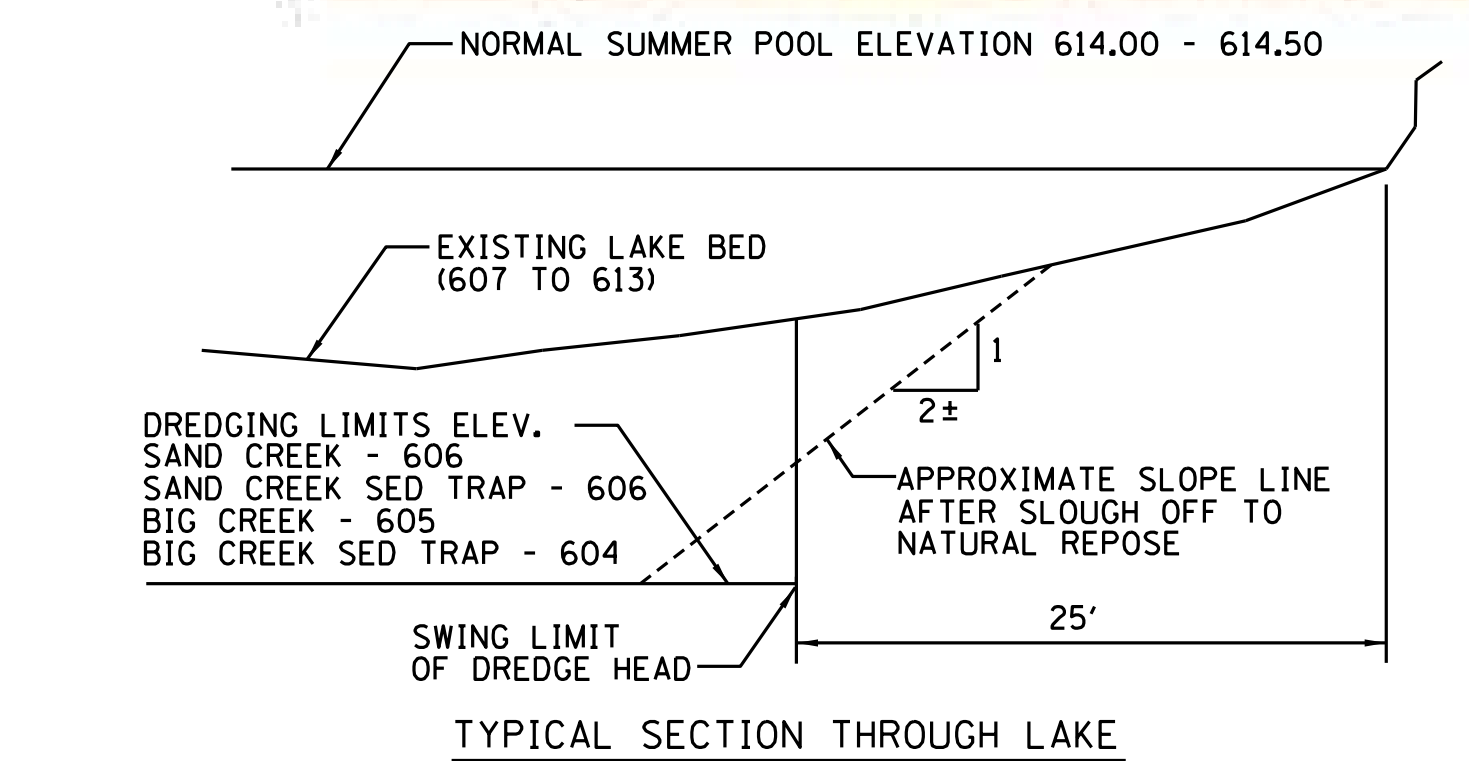
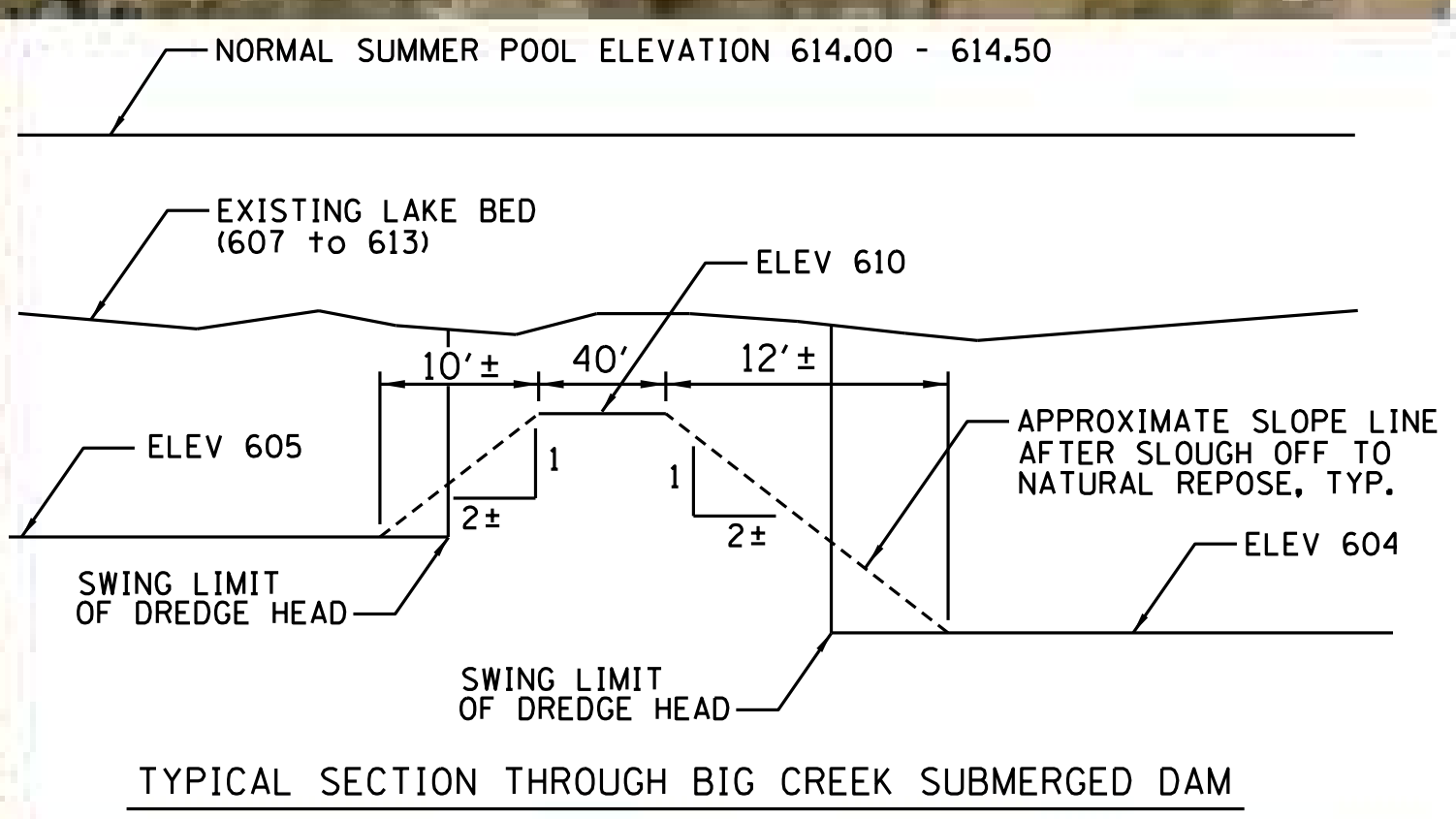
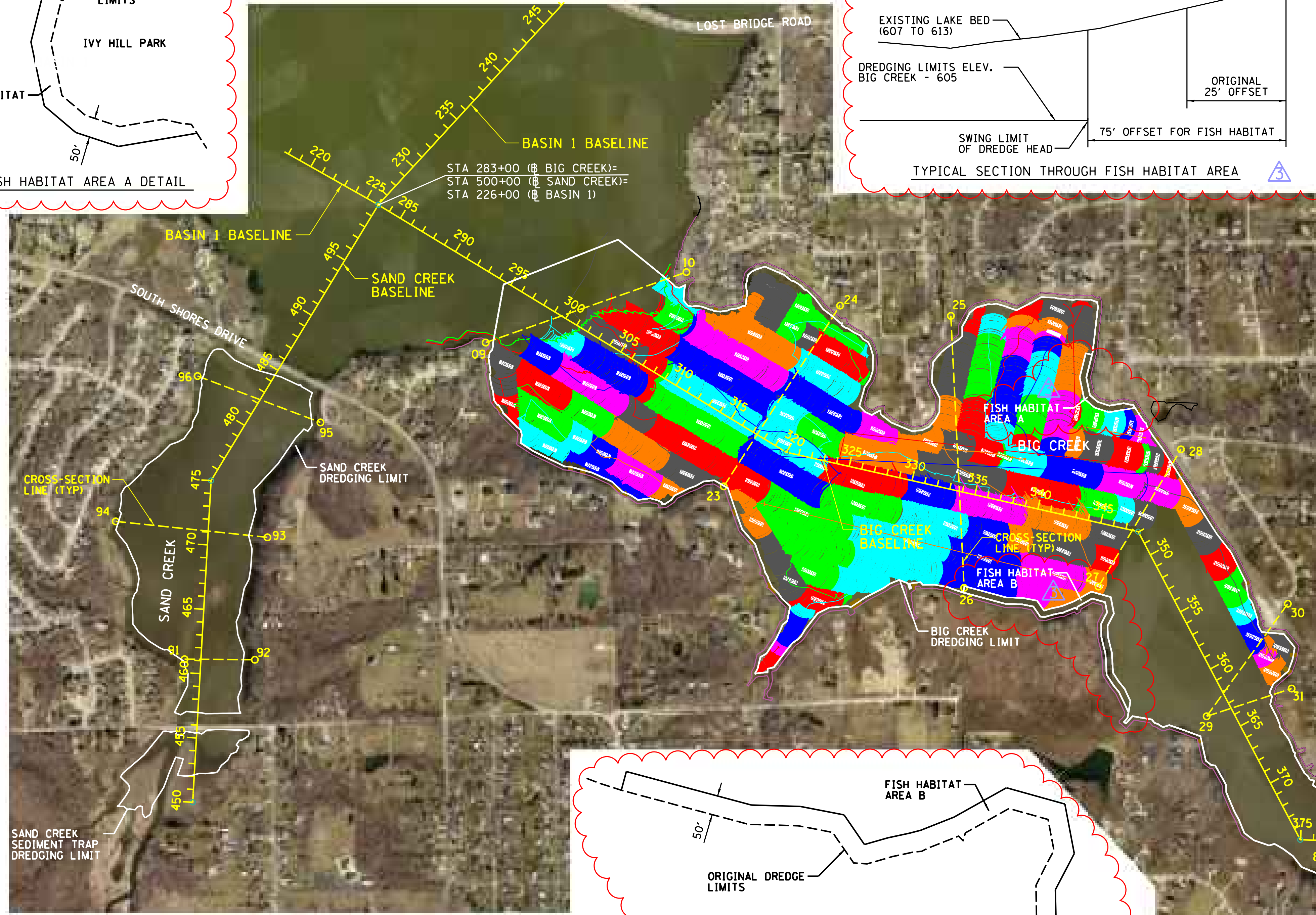
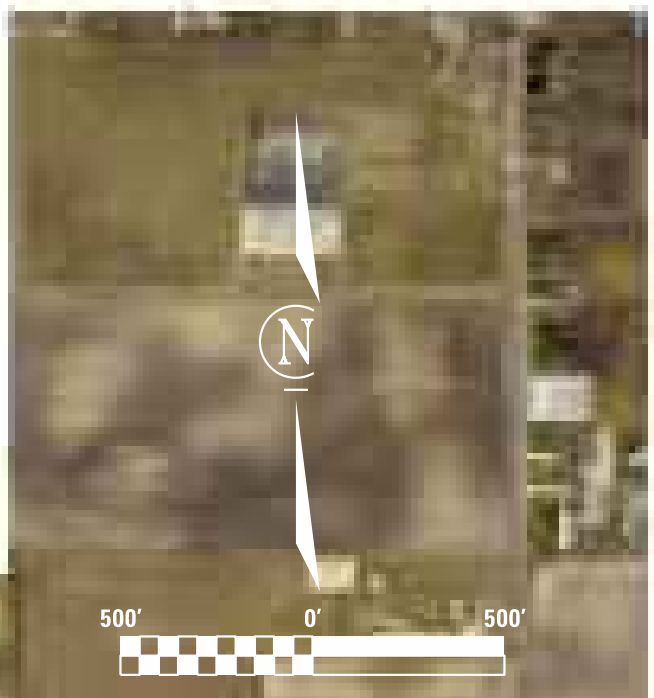
SCALE: SHEET NO. OF SHEETS STA. TO STA.

MUNICIPALITY	COUNTY	TOTAL SHEETS	SHEET NO.
CITY OF DECATUR	MACON	7	7
HLC PROJECT 5111			
ILLINOIS FED. AID PROJECT			

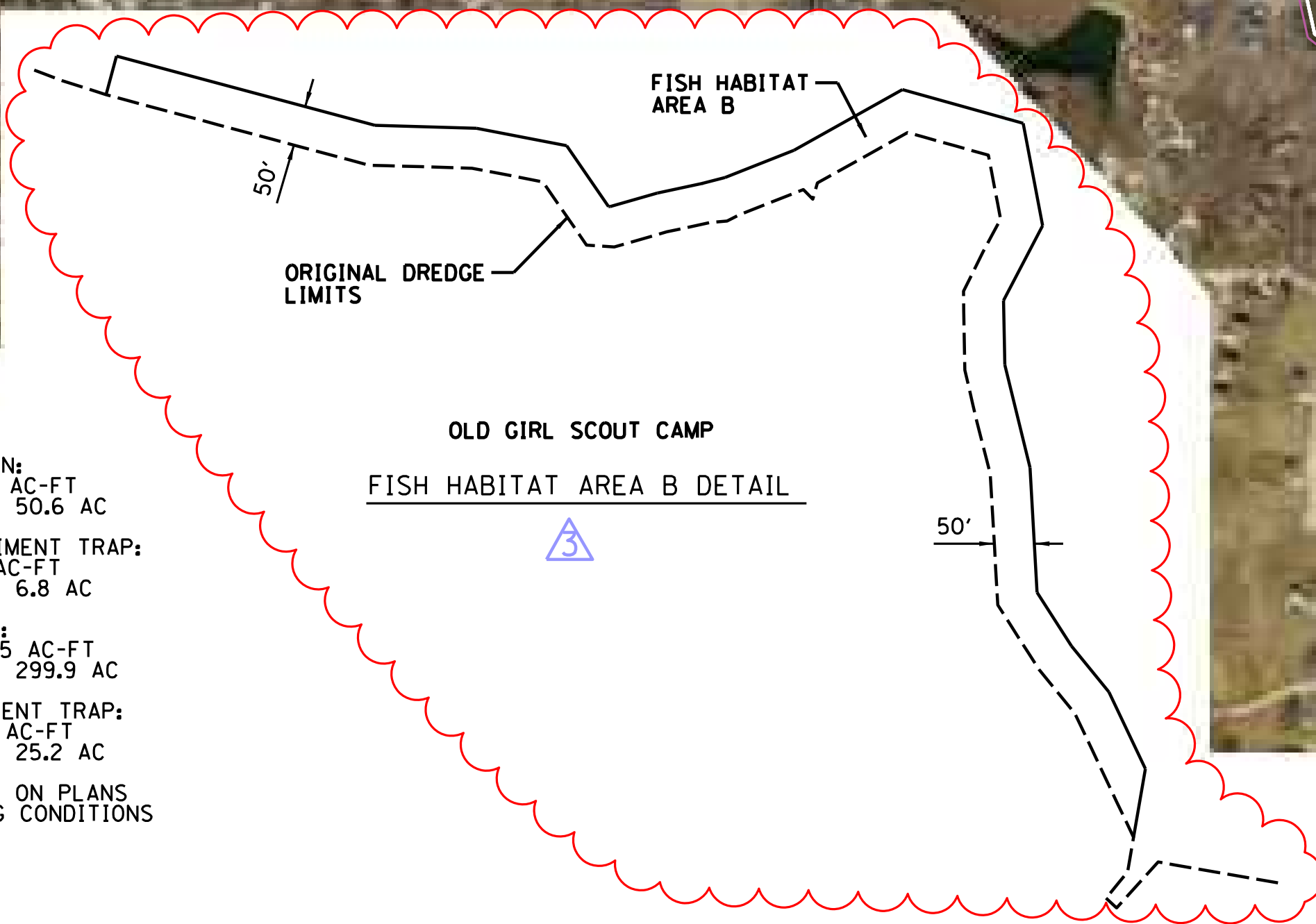


NOTE:
BIG CREEK BASIN:
FISH HABITAT AREA A VOLUME = 5.0 AC-FT
FISH HABITAT AREA B VOLUME = 16.7 AC-FT
TOTAL VOLUME DEFICIENCY = 21.7 AC-FT

VOLUME DEFICIENCY SUMMARY:
BIG CREEK AREA A = 5.0 AC-FT
BIG CREEK AREA B = 16.7 AC-FT
BASIN 1, AREA 2 = 101.5 AC-FT
123.2 AC-FT



- NOTE:
1. SAND CREEK BASIN:
VOLUME = 284.5 AC-FT
SURFACE AREA = 50.6 AC
 2. SAND CREEK SEDIMENT TRAP:
VOLUME = 41.0 AC-FT
SURFACE AREA = 6.8 AC
 3. BIG CREEK BASIN:
VOLUME = 1,436.5 AC-FT
SURFACE AREA = 299.9 AC
 4. BIG CREEK SEDIMENT TRAP:
VOLUME = 213.8 AC-FT
SURFACE AREA = 25.2 AC
 5. CONTOURS SHOWN ON PLANS
DEPICT EXISTING CONDITIONS



FILE NAME = \$FILE\$.S

USER NAME = \$USER\$	DESIGNED -	REVISED - 6/3/14
	DRAWN -	REVISED - 10/28/2014
PLOT SCALE = \$SCALE\$	CHECKED -	REVISED - 4/28/2015
PLOT DATE = \$DATE\$	DATE -	REVISED -

CHASTAIN & ASSOCIATES LLC
CONSULTING ENGINEERS

DECATUR CHICAGO (217) 422-8544
ROCKFORD (773) 714-0050
184-001397

SAND CREEK AND BIG CREEK DREDGE PLAN LAKE DECATUR DREDGING OF BASINS 1-4			
SCALE:	SHEET NO.	OF SHEETS	STA. TO STA.

MUNICIPALITY	COUNTY	TOTAL SHEETS	SHEET NO.
CITY OF DECATUR	MACON	10	10
ILLINOIS FED. AID PROJECT			