



City of Pekin

REGULAR CITY COUNCIL MEETING MONDAY, MARCH 23, 2020 5:30 PM

1.	Pledge of Allegiance
2.	Call to Order
3.	Approve Agenda
3.1.	Approve agenda
4.	Approval of Minutes
4.1.	Approval of Minutes
4.2.	City Council - Special Meeting - Mar 16, 2020 5:00 PM
4.3.	City Council - Work Session - Mar 9, 2020 6:30 PM
4.4.	City Council - Regular Meeting - Mar 9, 2020 5:30 PM
5.	Public Input
6.	Consent Agenda
6.1.	Accounts Payable to be Paid Proof List thru 03-20-20 ACTION REQUESTED: Receive and File.
6.2.	General Fund Revenue vs Expense Pd 9 January FY20 and Non General Fund Revenue vs Expense Pd 9 January FY20 ACTION REQUESTED: Receive and File.
6.3.	Police Department Monthly Stats - February 2020 ACTION REQUESTED: Receive and File Police Department Monthly Stats – February 2020.
6.4.	February 2020 Building Report ACTION REQUESTED: Receive and File.
6.5.	February 6, 2020 Minutes of the Pekin Plan Commission

7. New Business	
7.1.	Ordinance No. 2876-19/20 An Ordinance Renewing Declaration of Local Emergency Within The City of Pekin in Response to the COVID-19 Pandemic and Granting Emergency Powers to the Mayor and City Manager ACTION REQUESTED: Approve and Adopt the Ordinance.
7.2.	Resolution No. 73-19/20 Resolution Adopting the Employee Handbook Revision 2020 of the City of Pekin ACTION REQUESTED: Approve and Adopt the Resolution.
7.3.	Resolution No. 70-19/20 Approving Professional Services Agreement with Azavar Government Solutions Regarding the Audit of City's Revenues ACTION REQUESTED: Approve and Adopt the Resolution
7.4.	Resolution No. 69-19/20 Intervene in PTAB Board of Review Kroger Limited Partnership ACTION REQUESTED: Approve and Adopt the Resolution.
7.5.	Resolution No. 72-19/20 Bid Award Midwest Transit Equipment for 10 Handicapped Leased School Buses ACTION REQUESTED: Approve and Adopt the Resolution.
7.6.	Agreement with Hanson Professional Services for Assistance for Acquisition of Right of Way on Allentown Roadway ACTION REQUESTED: Approve the Agreement.
7.7.	Resolution No. 71-19/20 Peoria/Pekin Urbanized Area Transportation (PPUATS) Call for Projects ACTION REQUESTED: Approve and Adopt the Resolution.
7.8.	Resolution No. 68-19/20 Appropriating Motor Fuel Tax in the Amount of \$2,574,000 2020 Street Maintenance Plan 20-000000-00-GM ACTION REQUESTED: Approve and Adopt the Resolution.
7.9.	Ordinance No. 2875-19/20 Amending Title 9 and Title 10 Regarding Driveway Regulations ACTION REQUESTED: Approve and Adopt Ordinance.

8.	Any Other Business To Come Before The Council
9.	Executive Session 5 ILCS 120/2 (c)
10.	Adjourn

 PROCEEDINGS OF THE SPECIAL MEETING
 OF THE CITY COUNCIL OF THE CITY OF PEKIN, ILLINOIS,
 HELD IN THE COUNCIL CHAMBERS OF CITY HALL
 111 S. CAPITOL ST
 ON MONDAY MARCH 16, 2020 AT 5:00 O'CLOCK P.M.
 MARK LUFT * CHAIR * PRESIDING

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Mark Luft. The City Clerk confirmed all members were physically present with the exception of Councilwoman Hohimer, who was present via remote participation.

Attendee Name	Title	Status	Arrived
Michael Garrison	Councilman	Present	4:39 PM
Rick Hilst	Councilman	Present	4:39 PM
Karen Hohimer	Councilwoman	Present	4:39 PM
Dave Nutter	Councilman	Present	4:39 PM
Lloyd Orrick	Mayor Pro-Tem	Present	4:39 PM
John P Abel	Councilman	Present	4:39 PM
Mark Luft	Mayor	Present	4:39 PM

APPROVE AGENDA

3.1. Motion to: **Approve Agenda**

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lloyd Orrick, Mayor Pro-Tem
SECONDER:	Michael Garrison, Councilman
AYES:	Garrison, Hilst, Hohimer, Nutter, Orrick, Abel, Luft

PUBLIC INPUT

Jim Mangan spoke in favor of the agenda item granting certain emergency powers to the Mayor. Mr. Mangan questioned Council on specific sections in the proposed ordinance.

Council along with City Attorney Mr. Joshua Herman addressed Mr. Mangan's questions.

Council continued the discussion.

NEW BUSINESS

5.1. **Ordinance No. 2874-19/20 An Ordinance Granting Certain Emergency Powers to the Mayor**

City Manager, Mr. Mark Rothert, presented the agenda item to approve and adopt Ordinance No. 2874-19/20 Granting Certain Emergency Powers to the Mayor. Mr. Rothert explained why the ordinance was needed and how certain powers need to be in place when an emergency arises should Council not be readily available. Mr. Rothert read through the memo provided to Council and available in the Council packet. Mr. Rothert assured Council that this ordinance did not declare an emergency in the City.

City Attorney, Mr. Joshua Herman, was available to answer Council's questions and concerns.

Councilmembers Nutter and Hohimer spoke in favor of the ordinance.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lloyd Orrick, Mayor Pro-Tem
SECONDER:	Michael Garrison, Councilman
AYES:	Garrison, Hilst, Hohimer, Nutter, Orrick, Abel, Luft

ANY OTHER BUSINESS TO COME BEFORE THE COUNCIL

Elaine Ritchie approached the podium to express her faith in the City during a crisis and spoke in favor of Pekin employees living in the city limits.

Jonathon McCarty spoke regarding the Covid-19 virus and how the community can help. He also offered assistance to anyone in need.

Police Chief John Dossey announced that the truck ban on truck routes had been lifted since the Governor's declaration and that tomorrow is Election Day.

EXECUTIVE SESSION 5 ILCS 120/2 (C) (2.) COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES OR THEIR REPRESENTATIVES

- 7.1. Motion to: **Move to Executive Session**
 City Attorney, Mr. Joshua Herman, announced to Council that there were matters for closed session under 5ILCS 120/2(c)(2) Collective Negotiating Matters Between the Public Body and its Employees or their Representatives as well as deliberations of pay. No final action was taken after executive session.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lloyd Orrick, Mayor Pro-Tem
SECONDER:	John P Abel, Councilman
AYES:	Garrison, Hilst, Hohimer, Nutter, Orrick, Abel, Luft

ADJOURN

There being no further business to come before Council, a motion was made by Councilmember Orrick seconded by Councilmember Abel to adjourn. On roll call vote all present voted Aye. Mayor Luft adjourned the meeting at 6:51 PM.

 PROCEEDINGS OF THE WORK SESSION
 OF THE CITY COUNCIL OF THE CITY OF PEKIN, ILLINOIS,
 HELD IN THE COUNCIL CHAMBERS OF CITY HALL
 111 S. CAPITOL ST
 ON MONDAY MARCH 9, 2020 AT 6:30 O'CLOCK P.M.
 MARK LUFT * CHAIR * PRESIDING

Attendee Name	Title	Status	Arrived
Michael Garrison	Councilman	Present	6:44 PM
Rick Hilst	Councilman	Present	6:44 PM
Karen Hohimer	Councilwoman	Present	6:44 PM
Dave Nutter	Councilman	Present	6:44 PM
Lloyd Orrick	Mayor Pro-Tem	Present	6:44 PM
John P Abel	Councilman	Present	6:44 PM
Mark Luft	Mayor	Present	6:44 PM

APPROVE AGENDA

A motion was made by Councilmember Orrick to approve the agenda, seconded by Councilmember Abel. On roll call vote all present voted Aye. Mayor Luft opened the meeting at 6:44 P.M.

COMMUNICATIONS

3.1. Work Session #1 Draft Budget FY21

City Manager, Mr. Mark Rothert, presented a power point presentation with regards to a proposed budget. Mr. Rothert touched on council goals as it related to the budget and summarized and highlighted changes.

Council discussed proposed changes.

PUBLIC INPUT

No public input was given.

ADJOURN

A motion was made by Councilmember Orrick, seconded by Councilmember Garrison to adjourn the meeting. Motion carried viva voce. Mayor Luft adjourned the meeting at 7:22 P.M.

 PROCEEDINGS OF THE REGULAR MEETING
 OF THE CITY COUNCIL OF THE CITY OF PEKIN, ILLINOIS,
 HELD IN THE COUNCIL CHAMBERS OF CITY HALL
 111 S. CAPITOL ST
 ON MONDAY MARCH 9, 2020 AT 5:30 O'CLOCK P.M.
 MARK LUFT * CHAIR * PRESIDING

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Mark Luft. The City Clerk confirmed all members were present and logged on. A quorum was declared by Mayor Luft.

Attendee Name	Title	Status	Arrived
Michael Garrison	Councilman	Present	4:23 PM
Rick Hilst	Councilman	Present	4:24 PM
Karen Hohimer	Councilwoman	Present	4:32 PM
Dave Nutter	Councilman	Present	4:23 PM
Lloyd Orrick	Mayor Pro-Tem	Present	4:25 PM
John P Abel	Councilman	Present	4:26 PM
Mark Luft	Mayor	Present	4:24 PM

RECOGNITION ROSE HASLER

Mayor Mark Luft presented a declaration to Rose Hasler, for her previous service as the secretary to the Mayor for 14 years and as a previous member of the City of Pekin's Liquor Commission.

APPROVE AGENDA

4.1. Motion to: Approve agenda

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lloyd Orrick, Mayor Pro-Tem
SECONDER:	John P Abel, Councilman
AYES:	Garrison, Hilst, Hohimer, Nutter, Orrick, Abel, Luft

APPROVAL OF MINUTES

5.1. City Council - Special Meeting - Feb 24, 2020 5:00 PM

5.2. City Council - Regular Meeting - Feb 24, 2020 5:30 PM

Motion to: Approve Minutes

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Garrison, Councilman
SECONDER:	Karen Hohimer, Councilwoman
AYES:	Garrison, Hilst, Hohimer, Nutter, Orrick, Abel, Luft

PUBLIC INPUT

No public input was given.

CONSENT AGENDA

7.1. Accounts Payable to be Paid Proof List thru March 6, 2020

Minutes Acceptance: Minutes of Mar 9, 2020 5:30 PM (Approval of Minutes)

7.2. Tazewell County Animal Control Billing - February 2020

7.3. Resolution No. 67-19/20

Publication of the Zoning Map of the City of Pekin December 31, 2019

Motion to: **Approve Consent Agenda**

Mayor Luft read through the three items on the Consent Agenda.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John P Abel, Councilman
SECONDER:	Karen Hohimer, Councilwoman
AYES:	Garrison, Hilst, Hohimer, Nutter, Orrick, Abel, Luft

PRESENTATION

8.1. Presentation of the Revisions to the Employee Handbook

City Attorney, Mr. Joshua Herman, presented the proposed employee handbook. Mr. Herman advised that it was previously addressed in 2011 with a modest update in 2014. Provided in the Council Packet was a redlined version showing the changes to the handbook along with a three-page summary. Mr. Herman explained that this was only a first reading of the handbook and only highlighted major issues. Issues discussed with Council included the residency requirement, overtime policy, updated social media and public relations language, past employees and the I.T. policy. Mr. Herman stated that it was one of the most comprehensive handbooks they have ever seen.

Council discussed other changes they would like to see in the handbook including stricter residency requirements, non-union employee pay raises, employee vacations, and jury duty compensation.

Human Resources Director, Sarah Newcomb, was also available to address Council questions.

NEW BUSINESS

9.1. Ordinance No. 2873 - 19/20 Amending Title 6, Chapter 2, Section 13-4(J)(4) Regarding Registration Requirements for Non-Owner Occupied Properties Crime Free Property/Nuisance Property Abatement

Police Chief, John Dossey, presented the agenda item to approve and adopt Ordinance No. 2873-19/20 Amending Title 6, Chapter 2, Section 13-4(J)(4) Regarding Registration Requirements for Non-Owner Occupied Properties Crime Free Property/Nuisance Property Abatement. Chief Dossey explained that the exemption deletes number 4 about immediate family members of the owner that were identified to the police department as not owner occupied. Chief Dossey added that it was confirmed that there was no violation of any statute or Supreme Court ruling.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Nutter, Councilman
SECONDER:	Rick Hilst, Councilman
AYES:	Garrison, Hilst, Hohimer, Nutter, Orrick, Abel, Luft

9.2. Resolution No. 65-19/20

Approving Purchase of TASERS for Police Department

Police Chief, John Dossey, presented the agenda item to approve and adopt Resolution No. 65-19/20 Approving Purchase of TASERS for the Police

Department. Chief Dossey added that the purchase through the sole source vendor is the only viable option the department has to use.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Karen Hohimer, Councilwoman
SECONDER:	John P Abel, Councilman
AYES:	Garrison, Hilst, Hohimer, Nutter, Orrick, Abel, Luft

9.3. Resolution No. 66 - 19/20

Resolution Designating the Borrowing of Funds from Pekin Community Bank for the Purchase of a Vactor as a Qualified Tax-Exempt Obligation

City Manager, Mr. Mark Rothert, presented the agenda item to approve and adopt Resolution No. 66-19/20 Designating the Borrowing of Funds from Pekin Community Bank for the Purchase of a Vactor as a Qualified Tax-Exempt Obligation. Mr. Rothert read the request for council action.

City Attorney, Kate Swise, added that this was just a formality and that the bank reached out to the city to seek an opinion letter that it was a tax exempt obligation.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Rick Hilst, Councilman
SECONDER:	Lloyd Orrick, Mayor Pro-Tem
AYES:	Garrison, Hilst, Hohimer, Nutter, Orrick, Abel, Luft

ANY OTHER BUSINESS TO COME BEFORE THE COUNCIL

Assistant City Engineer, Ms. Josie Esker, announced that Front Street is moving to the next phase and to expect a massive back up in congested areas beginning March 23rd.

Council discussed agenda postings on the website.

City Manager, Mr. Mark Rothert, spoke with regards to the diagonal striping and the Pilot program with parking.

EXECUTIVE SESSION 5 ILCS 120/2 (C)

ADJOURN

There being no further business to come before Council, a motion was made by Councilmember Hilst, seconded by Councilmember Orrick to adjourn. On roll call vote all present voted Aye. Mayor Luft adjourned the meeting at 6:34 P.M.



REQUEST FOR COUNCIL ACTION

Agenda Date: March 23, 2020
To: Council Members
From: Sue McMillan, City Clerk

AGENDA ITEM: Accounts Payable to be Paid Proof List thru 03-20-20

ACTION REQUESTED: Receive and File.

DESCRIPTION:

FINANCIAL IMPACT:

Requested Amount:

Line Item:

Budgeted Amount:

Remaining Funds:

IMPACT IF APPROVED:

IMPACT IF DENIED:

ALTERNATIVES:

RELATED TO THE 2019-2021 CITY COUNCIL GOALS:

5 Year CIP. The Five-Year Capital Improvement Plan reflects all current and future capital improvement needs of the City of Pekin. The Plan is designed to be updated annually by staff and submitted to the Council for review and approval prior to the annual budget process.

Enhance Code Enforcement Services. The Council understands the importance of a strong Code Enforcement Program in that it has an impact on many facets of living and doing business inside the City of Pekin.

Business Friendly Community. The Council strives to bring new businesses to Pekin while helping to maintain and expand all existing businesses. It is therefore essential to work cooperatively to make Pekin a "Business-Friendly" Community.

Efficient and Effective Municipal Operations. A fundamental responsibility of elected officials, City Staff and Employees is the exercise of good stewardship over public funds. Therefore, it is important that municipal services be delivered with maximum efficiency and effectiveness

Police & Fire Pension Obligation. To meet the 90% funding level by the year 2040 it is essential the City plan carefully and maintain financial discipline to meet its \$63 million dollar obligation.

Employee Residency. It is the goal of the Council to develop a policy that encourages more full-time non-union employees who participate in a City funded pension program to reside within the city limits of Pekin.

REQUIRED SIGNATURES

Finance Department (Certification of Availability of Funds):

Date:

City Manager:

Mark A. Rothert

Mark A. Rothert, City Manager

3/19/2020

Date:

Accounts Payable

To Be Paid Proof List

User: mkflatley
 Printed: 03/18/2020 - 1:15PM
 Batch: 00006.03.2020 - missy1



City Of Pekin
 111 S. Capitol
 Pekin, IL 61554

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
353 Court LLC 11338									
03102020	3/10/2020	61,300.00	0.00	03/20/2020				No	0
270-270-583000 Tif Facade Grant/Loan					353 court st TIF reimbursement for eligible expense				
03102020 Total:		61,300.00							
353 Court LLC Total:		61,300.00							
AAA Certified Confidential Security Corp 10891									
82436	2/27/2020	46.00	0.00	03/20/2020				No	0
100-990-569000 Other Contractual Service					confidential material disposal				
82436 Total:		46.00							
AAA Certified Confidentialia		46.00							
Ace Hardware 10911									
27773/3	3/3/2020	14.74	0.00	03/20/2020				No	0
100-761-592700 Shooting Range					keys for range				
27773/3 Total:		14.74							
27809/3	3/9/2020	11.99	0.00	03/20/2020				No	0
100-761-534000 Automotive Expense					squad key fob batteries				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
27809/3 Total:		11.99							
Ace Hardware Total:		26.73							
Advance Auto Parts 12965 0498	3/3/2020	58.09	0.00	03/20/2020				No	0
223-023-534000 Automotive Expense				fuel water seperator for sw					
0498 Total:		58.09							
0519	3/5/2020	58.09	0.00	03/20/2020				No	0
223-023-534000 Automotive Expense				fuel/water seperators					
0519 Total:		58.09							
1980	2/21/2020	257.54	0.00	03/20/2020				No	0
100-032-534000 Automotive Expense				fuel pump for st444					
1980 Total:		257.54							
*** 2146	2/26/2020	117.86	0.00	03/20/2020				No	0
223-023-534000 Automotive Expense				oil and air filters					
*** 2146	2/26/2020	117.86	0.00	03/20/2020				No	0
223-026-534000 Automotive Expense				oil and air filters					
2146 Total:		235.72							
2147	2/26/2020	26.77	0.00	03/20/2020				No	0
223-023-534000 Automotive Expense				fuel/water seperator sw14					
2147 Total:		26.77							
2148	2/26/2020	6.28	0.00	03/20/2020				No	0
100-032-534000 Automotive Expense				oil filters for st420					
2148 Total:		6.28							
2166	2/27/2020	28.78	0.00	03/20/2020				No	0
100-032-534000 Automotive Expense				sway bar link kits for st444					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	2166 Total:	28.78							
2340	3/2/2020	27.60	0.00	03/20/2020	windshield wipers squad 5113			No	0
100-761-534000 Automotive Expense									
	2340 Total:	27.60							
*** 2397	3/4/2020	2.41	0.00	03/20/2020	light bulb			No	0
501-501-534000 Automotive Expense									
	2397 Total:	2.41							
2407	3/4/2020	20.44	0.00	03/20/2020	brake pads for yc			No	0
100-068-534000 Automotive Expense									
	2407 Total:	20.44							
*** 2422	3/4/2020	10.48	0.00	03/20/2020	oil filters for yard crew mower			No	0
100-068-522400 General Supplies									
	2422 Total:	10.48							
2434	3/5/2020	10.48	0.00	03/20/2020	oil filters for yard crew mower			No	0
100-068-522400 General Supplies									
	2434 Total:	10.48							
6117	2/26/2020	89.99	0.00	03/20/2020	replacement batter for inspections vehicle 5105			No	0
100-793-534000 Automotive Expense									
	6117 Total:	89.99							
6127	2/26/2020	271.51	0.00	03/20/2020	front brakes and sway bar links for inspection vehicle			No	0
100-793-534000 Automotive Expense									
	6127 Total:	271.51							
6208	2/28/2020	32.49	0.00	03/20/2020	brake pads squad 5079			No	0
100-761-534000 Automotive Expense									
	6208 Total:	32.49							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
6394	2/17/2020	-92.64	0.00	03/20/2020				No	0
100-032-534000 Automotive Expense				returned waterpump					
6394 Total:		-92.64							
6531	2/28/2020	200.16	0.00	03/20/2020				No	0
100-032-534000 Automotive Expense				oil filters for st433					
6531 Total:		200.16							
6533	2/28/2020	4.00	0.00	03/20/2020				No	0
501-501-534000 Automotive Expense				light bulbs					
6533 Total:		4.00							
6534	2/28/2020	24.00	0.00	03/20/2020				No	0
501-501-534000 Automotive Expense				light bulbs					
6534 Total:		24.00							
6538	2/28/2020	63.68	0.00	03/20/2020				No	0
100-761-534000 Automotive Expense				brake rotors squad 5079					
6538 Total:		63.68							
6574	3/3/2020	97.64	0.00	03/20/2020				No	0
100-761-534000 Automotive Expense				battery squad 5113					
6574 Total:		97.64							
6582	3/3/2020	509.40	0.00	03/20/2020				No	0
100-761-534000 Automotive Expense				tie rods, brake pads and rotors squad 5145					
6582 Total:		509.40							
6596	3/3/2020	116.23	0.00	03/20/2020				No	0
501-501-534000 Automotive Expense				wiper blades (8)					
6596 Total:		116.23							
6610	3/4/2020	97.64	0.00	03/20/2020				No	0
100-761-534000 Automotive Expense				battery squad 5179					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number					Description	Reference			
	6610 Total:	97.64							
6615	3/5/2020	29.38	0.00	03/20/2020	oil and fuel filters for durapatcher			No	0
100-032-522400 General Supplies									
	6615 Total:	29.38							
6617	3/5/2020	13.39	0.00	03/20/2020	trailer adapter for yc			No	0
100-068-522400 General Supplies									
	6617 Total:	13.39							
6618	3/5/2020	4.01	0.00	03/20/2020	light bulbs			No	0
501-501-534000 Automotive Expense									
	6618 Total:	4.01							
*** 6640	3/6/2020	26.69	0.00	03/20/2020	headlamp			No	0
501-501-534000 Automotive Expense									
	6640 Total:	26.69							
6642	3/6/2020	28.04	0.00	03/20/2020	spark plugs for yc suburban			No	0
100-068-534000 Automotive Expense									
	6642 Total:	28.04							
*** 6647	3/6/2020	10.22	0.00	03/20/2020	oil filters for yc suburban			No	0
100-068-534000 Automotive Expense									
	6647 Total:	10.22							
*** 6666	3/9/2020	375.13	0.00	03/20/2020	brake rotors and brake pads squad 5178			No	0
100-761-534000 Automotive Expense									
	6666 Total:	375.13							
	Advance Auto Parts Total:	2,643.64							

Alexis Fire Equipment Co.

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
11112									
0067130in	2/28/2020	2,264.31	0.00	03/20/2020				No	0
100-034-534000 Automotive Expense				2 headlights					
0067130in Total:		2,264.31							
Alexis Fire Equipment Co.		2,264.31							
All Small Engine Repair LLC									
13945									
10694	2/10/2020	699.00	0.00	03/20/2020				No	0
501-501-557200 License And Inspection Fees				bus inspections					
10694 Total:		699.00							
10719	2/26/2020	56.00	0.00	03/20/2020				No	0
501-501-557200 License And Inspection Fees				bus inspection					
10719 Total:		56.00							
All Small Engine Repair LL		755.00							
Altorfer Inc									
10019									
pc330158654	3/3/2020	160.89	0.00	03/20/2020				No	0
100-034-534000 Automotive Expense				sensor for engine 4					
pc330158654 Total:		160.89							
Altorfer Inc Total:		160.89							
Amerencilco									
10021									
*** 0483154119	3/4/2020	55.08	0.00	03/20/2020				No	0
100-032-550500 Electricity For Street Li				elec for traffic signal at 3rd and margaret 1/30-3/2/20					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
0483154119 Total:		55.08							
*** 0963065243	3/3/2020	1,225.87	0.00	03/20/2020				No	0
100-068-550100 Utilities					various public property locations 1/1-3/1/20				
*** 0963065243	3/3/2020	68.62	0.00	03/20/2020				No	0
100-068-550100 Utilities					1411 elmgrove tower 1/28-2/27/20				
*** 0963065243	3/3/2020	186.74	0.00	03/20/2020				No	0
501-501-550100 Utilities					1130 koch unit b 1/16-2/17/20				
*** 0963065243	3/3/2020	186.74	0.00	03/20/2020				No	0
699-069-550100 Utilities					1130 koch unit b 1/16-2/17/20				
*** 0963065243	3/3/2020	53.95	0.00	03/20/2020				No	0
223-026-550100 Utilities					2001 s 2nd 1/7-2/5/20				
*** 0963065243	3/3/2020	973.75	0.00	03/20/2020				No	0
100-034-550100 Utilities					various fire station locations 1/12-1/19/20				
*** 0963065243	3/3/2020	171.83	0.00	03/20/2020				No	0
100-032-550100 Utilities					1140 and 1208 koch 1/16-2/18/20				
*** 0963065243	3/3/2020	877.78	0.00	03/20/2020				No	0
525-525-550100 Utilities					various airport locations 1/6-2/7/20				
*** 0963065243	3/3/2020	59.11	0.00	03/20/2020				No	0
231-031-550100 Utilities					606 s front st 1/28-2/27/20				
0963065243 Total:		3,804.39							
*** 1270092007	3/9/2020	125.88	0.00	03/20/2020				No	0
525-525-550100 Utilities					13906 airport ln/electrical vault 2/4-3/5/20				
1270092007 Total:		125.88							
Amerencilco Total:		3,985.35							
Area Recycling, Inc.									
10417									
4517583	2/29/2020	5,463.95	0.00	03/20/2020				No	0
223-026-566502 Recycling Expense					curbside fee recycling 2/3-2/28/20				
4517583 Total:		5,463.95							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	Area Recycling, Inc. Total:	5,463.95							
Atlas Supply Company 10038									
16443	3/5/2020	185.90	0.00	03/20/2020	wypall wipers			No	0
100-032-522400 General Supplies									
	16443 Total:	185.90							
	Atlas Supply Company To	185.90							
Avanti's Dome LLC 11012									
03022020	3/2/2020	1,000.00	0.00	03/20/2020	marketing for avanti's dome event			No	0
208-208-598100 Public Relations									
	03022020 Total:	1,000.00							
4168911	3/4/2020	900.00	0.00	03/20/2020	marketing for avanti's dome event			No	0
208-208-598100 Public Relations									
	4168911 Total:	900.00							
	Avanti's Dome LLC Total:	1,900.00							
Avfuel Corporation 10780									
013359923	3/11/2020	13,837.54	0.00	03/20/2020	100LL fuel delivered			No	0
525-000-160100 Fuel Inventory									
	013359923 Total:	13,837.54							
	Avfuel Corporation Total:	13,837.54							

Barrett, William

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
13965									
03112020	3/11/2020	750.00	0.00	03/20/2020				No	0
231-030-569000 Other Contractual Service				backwater valve program for 1419 west shore dr					
03112020 Total:		750.00							
Barrett, William Total:		750.00							
Barth, Chuck									
11868									
expense-0320	3/13/2020	20.01	0.00	03/20/2020				No	0
100-761-556100 Gasoline/diesel Fuel				fuel while at training					
expense-0320 Total:		20.01							
Barth, Chuck Total:		20.01							
Bess, David									
13941									
*** expense-0320	3/16/2020	276.25	0.00	03/20/2020				No	0
261-261-518700 Mileage				mileage to chicago for training 3/10/20-3/12/20					
*** expense-0320	3/16/2020	546.92	0.00	03/20/2020				No	0
261-261-554200 Meals Lodging				hotel in chicago for training 3/10/20-3/12/20					
*** expense-0320	3/16/2020	147.00	0.00	03/20/2020				No	0
261-261-519000 Training And Education				meal expense while in chicago for training 3/10/20-3/12/20					
expense-0320 Total:		970.17							
Bess, David Total:		970.17							
Bushue Background Screening									
13292									
pekinbus2020029	2/29/2020	114.00	0.00	03/20/2020				No	0
501-501-569000 Other Contractual Service				fingerprinting new employees					
pekinbus2020029 Total:		114.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
	Bushue Background Screen	114.00							
Calpine Energy Solutions 10590									
*** 2006300121889	3/3/2020	67.35	0.00	03/20/2020				No	0
100-032-550600 Electricity For Signal Li					various traffic lights 12/26/19-02/26/20				
*** 2006300121889	3/3/2020	6,395.92	0.00	03/20/2020				No	0
100-032-550500 Electricity For Street Li					various street lights 01/06-02/18/20				
*** 2006300121889	3/3/2020	1,447.48	0.00	03/20/2020				No	0
231-030-550100 Utilities					various liftstations 12/26-2/26/20				
*** 2006300121889	3/3/2020	513.05	0.00	03/20/2020				No	0
100-068-550100 Utilities					va1130 koch st unit a and 1411 elmgrove tw 1/28-2/27/20				
*** 2006300121889	3/3/2020	1,800.80	0.00	03/20/2020				No	0
100-068-550100 Utilities					various public property 12/30/19-2/5/2020				
*** 2006300121889	3/3/2020	12,102.58	0.00	03/20/2020				No	0
231-031-550100 Utilities					various waste treatment plant locations 12/27/19-02/24/20				
*** 2006300121889	3/3/2020	500.36	0.00	03/20/2020				No	0
525-525-550100 Utilities					various airport locations 1/6-2/4/20				
*** 2006300121889	3/3/2020	263.42	0.00	03/20/2020				No	0
223-023-550100 Utilities					1208 koch st 1/1-2/1/20				
*** 2006300121889	3/3/2020	305.18	0.00	03/20/2020				No	0
501-501-550100 Utilities					1130 koch st 1/16-2/17/20				
*** 2006300121889	3/3/2020	639.96	0.00	03/20/2020				No	0
100-034-550100 Utilities					3232 court and 272 derby 1/15-2/19/20				
*** 2006300121889	3/3/2020	305.19	0.00	03/20/2020				No	0
699-069-550100 Utilities					1130 koch st unit b 10/16-2/17/20				
200630012188990 Total:		24,341.29							
Calpine Energy Solutions T		24,341.29							
Centre State International Trucks, Inc. 10109									
269317	2/24/2020	969.39	0.00	03/20/2020				No	0
100-032-534000 Automotive Expense					downpipe, muffler and clamps for st401				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
269317 Total:		969.39							
269340	2/25/2020	225.81	0.00	03/20/2020	exhaust pipe for st401			No	0
100-032-534000 Automotive Expense									
269340 Total:		225.81							
269457	3/4/2020	363.97	0.00	03/20/2020	antibody brake valve st421			No	0
100-032-534000 Automotive Expense									
269457 Total:		363.97							
Centre State International T		1,559.17							
CenturyLink 10111 *** 304062244	2/25/2020	48.33	0.00	03/20/2020	phone service for fire dept 02/25-3/24/20			No	0
100-009-550300 Telephone									
304062244 Total:		48.33							
CenturyLink Total:		48.33							
CINTAS Corporation 10115 4043871591	2/27/2020	89.81	0.00	03/20/2020	clean uniforms			No	0
231-031-569000 Other Contractual Service									
4043871591 Total:		89.81							
4044555661	3/5/2020	89.81	0.00	03/20/2020	clean uniforms			No	0
231-031-569000 Other Contractual Service									
4044555661 Total:		89.81							
4045167756	3/12/2020	89.81	0.00	03/20/2020	clean uniforms			No	0
231-031-569000 Other Contractual Service									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
4045167756 Total:		89.81							
CINTAS Corporation Tota		269.43							
CliftonLarsonAllen LLP 13966 2399541	3/10/2020	9,216.27	0.00	03/20/2020				No	0
100-006-569000 Other Contractual Service				professional services 2/22-2/29/20					
2399541 Total:		9,216.27							
CliftonLarsonAllen LLP To		9,216.27							
Comcast Cable 11073 *** 203130001183	3/2/2020	23.94	0.00	03/20/2020				No	0
100-990-569000 Other Contractual Service				cable at city hall 3/8-4/7/20					
203130001183 Total:		23.94							
*** 203130107121	2/26/2020	43.78	0.00	03/20/2020				No	0
501-501-569000 Other Contractual Service				cable at 1130 koch st 3/1-3/31/20					
203130107121 Total:		43.78							
*** 203130449291	3/1/2020	123.35	0.00	03/20/2020				No	0
100-032-569000 Other Contractual Service				1340 park ave unit camera 3/6-4/5/20					
203130449291 Total:		123.35							
*** 203130449325	3/2/2020	113.35	0.00	03/20/2020				No	0
100-032-569000 Other Contractual Service				1500 s 2nd st unit camera 3/9-4/8/20					
203130449325 Total:		113.35							
*** 203130641400	3/1/2020	123.35	0.00	03/20/2020				No	0
100-032-569000 Other Contractual Service				2600 s 2nd st unit camera 3/8-4/7/20					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
203130641400 Total:		123.35							
Comcast Cable Total:		427.77							
Constellation Newenergy/Gas Division									
13810									
*** 27710411	1/14/2020	86.77	0.00	03/20/2020				No	0
100-068-550100 Utilities				1130 koch st garage service for 11/2019					
*** 27710411	1/14/2020	81.14	0.00	03/20/2020				No	0
501-501-550100 Utilities				1130 koch st unit b service for 11/2019					
*** 27710411	1/14/2020	81.13	0.00	03/20/2020				No	0
699-069-550100 Utilities				1130 koch st unit b service for 11/2019					
*** 27710411	1/14/2020	9.34	0.00	03/20/2020				No	0
100-034-550100 Utilities				3232 court st service for 11/2019					
*** 27710411	1/14/2020	76.42	0.00	03/20/2020				No	0
525-525-550100 Utilities				13906 airport ln unit c service for 11/2019					
*** 27710411	1/14/2020	5,190.08	0.00	03/20/2020				No	0
231-031-550100 Utilities				1508 edgewater service for 11/2019					
27710411 Total:		5,524.88							
*** 2795621	1/14/2020	1,865.67	0.00	03/20/2020				No	0
100-068-550100 Utilities				1130 koch garage and 111 s capitol service for 12/2019					
*** 2795621	1/14/2020	363.54	0.00	03/20/2020				No	0
100-068-550100 Utilities				1130 koch st unit a service for 12/2019					
*** 2795621	1/14/2020	468.85	0.00	03/20/2020				No	0
501-501-550100 Utilities				1130 koch st service for 12/2019					
*** 2795621	1/14/2020	468.83	0.00	03/20/2020				No	0
699-069-550100 Utilities				1130 koch st service for 12/2019					
*** 2795621	1/14/2020	1,292.51	0.00	03/20/2020				No	0
100-034-550100 Utilities				various fire stations service for 12/2019					
*** 2795621	1/14/2020	1,324.22	0.00	03/20/2020				No	0
100-032-550100 Utilities				1208 koch st service for 12/2019					
*** 2795621	1/14/2020	1,110.42	0.00	03/20/2020				No	0
525-525-550100 Utilities				13906 and 13906 hanger 1 service for 12/2019					
*** 2795621	1/14/2020	6,207.26	0.00	03/20/2020				No	0
231-031-550100 Utilities				606 s front st and 1508 edgewater service for 12/2019					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
2795621 Total:		13,101.30							
*** 27956211	2/27/2020	-54.69	0.00	03/20/2020				No	0
100-068-550100 Utilities				1130 koch unit a 12/2019					
*** 27956211	2/27/2020	1,924.92	0.00	03/20/2020				No	0
231-031-550100 Utilities				606 s front st 9/2019-12/2019					
27956211 Total:		1,870.23							
*** 2836720	3/3/2020	1,887.75	0.00	03/20/2020				No	0
100-068-550100 Utilities				1130 koch st & 111 s capitol 1/2020					
*** 2836720	3/3/2020	392.75	0.00	03/20/2020				No	0
100-068-550100 Utilities				1130 koch st unit a 1/2020					
*** 2836720	3/3/2020	1,010.75	0.00	03/20/2020				No	0
501-501-550100 Utilities				1130 koch st 1/2020					
*** 2836720	3/3/2020	988.12	0.00	03/20/2020				No	0
100-034-550100 Utilities				varioius fire department locations 1/2020					
*** 2836720	3/3/2020	1,605.47	0.00	03/20/2020				No	0
100-032-550100 Utilities				1208 koch st 1/2020					
*** 2836720	3/3/2020	1,437.45	0.00	03/20/2020				No	0
525-525-550100 Utilities				various airport locations 1/2020					
*** 2836720	3/3/2020	7,236.98	0.00	03/20/2020				No	0
231-031-550100 Utilities				various wwtp locations 1/2020					
2836720 Total:		14,559.27							
Constellation Newenergy/G		35,055.68							
Curto, Jim 13967 03132020	3/13/2020	166.70	0.00	03/20/2020				No	0
695-093-518151 Claims Paid / School Bus				replaced mailbox due to accident					
03132020 Total:		166.70							
Curto, Jim Total:		166.70							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
Debor, Mona 13968 03052020	3/5/2020	750.00	0.00	03/20/2020				No	0
231-030-569000 Other Contractual Service				backwater valve program at 1108 jefferson st					
03052020 Total:		750.00							
Debor, Mona Total:		750.00							
Dugan, Todd 13210 03062020	3/6/2020	7.35	0.00	03/20/2020				No	0
525-525-599000 Miscellaneous				reimbursement for fuel pump testing					
03062020 Total:		7.35							
Dugan, Todd Total:		7.35							
Eaton, Melissa 13865 5	3/9/2020	750.00	0.00	03/20/2020				No	0
261-261-560500 Consulting Services				IDIS502 consultant services 1/15-3/10/20					
5 Total:		750.00							
Eaton, Melissa Total:		750.00							
Emmons, Bryan 12750 03052020	3/5/2020	29.19	0.00	03/20/2020				No	0
231-031-520400 Postage				shipping of backflow tester					
03052020 Total:		29.19							
expense-0320 231-031-551600 Dues And Subscriptions	3/10/2020	83.00	0.00	03/20/2020				No	0
				reimbursement for membership to gather CEU's for wastew					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	expense-0320 Total:	83.00							
	Emmons, Bryan Total:	112.19							
Evidence Destruction Services 13969									
pkn1	3/11/2020	620.00	0.00	03/20/2020	poli-warr	expense		No	0
100-761-569000 Other Contractual Service				evidence disposal					
	pkn1 Total:	620.00							
	Evidence Destruction Servi	620.00							
Farnsworth Group Inc 10180									
214070	2/28/2020	29,128.30	0.00	03/20/2020				No	0
231-033-561200 Engineering Fees				jane st design thru 1/31/20					
	214070 Total:	29,128.30							
214186	3/5/2020	7,549.68	0.00	03/20/2020	csos-phs3	engr		No	0
231-030-561200 Engineering Fees				cso phase 3 thru 2/28/20					
	214186 Total:	7,549.68							
	Farnsworth Group Inc Tot	36,677.98							
Fastenal Company 10181									
*** ilpek154049	3/2/2020	20.58	0.00	03/20/2020				No	0
100-032-534400 Equipment Repairs				bolts					
*** ilpek154049	3/2/2020	5.73	0.00	03/20/2020				No	0
100-032-522400 General Supplies				white paint					
	ilpek154049 Total:	26.31							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
ilpek154110	3/4/2020	7.60	0.00	03/20/2020				No	0
100-032-534400 Equipment Repairs				bolts					
ilpek154110 Total:		7.60							
Fastenal Company Total:		33.91							
Fick, Matt									
13647									
32	3/16/2020	2,400.00	0.00	03/20/2020				No	0
270-270-560500 Consulting Services				consultant fee 3/3-3/16/20					
32 Total:		2,400.00							
Fick, Matt Total:		2,400.00							
Firestone Tire & Service									
10191									
215126	3/3/2020	1,066.72	0.00	03/20/2020				No	0
100-761-534000 Automotive Expense				8 tires for squad cars					
215126 Total:		1,066.72							
215146	3/4/2020	301.30	0.00	03/20/2020				No	0
100-068-534000 Automotive Expense				2 tires					
215146 Total:		301.30							
215187	3/6/2020	74.99	0.00	03/20/2020				No	0
100-761-534000 Automotive Expense				wheel alignment squad 5145					
215187 Total:		74.99							
Firestone Tire & Service To		1,443.01							
First Responder Grants, LLC									
12886									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
asgp200312	3/12/2020	1,500.00	0.00	03/20/2020	poli-duis	expense		No	0
100-761-551600 Dues And Subscriptions				grant service package subscription					
asgp200312 Total:		1,500.00							
First Responder Grants, LL		1,500.00							
FirsTech Inc. 12035									
*** 10260	2/28/2020	37.50	0.00	03/20/2020				No	0
231-029-569000 Other Contractual Service				february maintenance fee					
*** 10260	2/28/2020	37.50	0.00	03/20/2020				No	0
223-023-569000 Other Contractual Service				february maintenance fee					
10260 Total:		75.00							
FirsTech Inc. Total:		75.00							
Friedrich, Seth 13970									
03092020	3/9/2020	750.00	0.00	03/20/2020				No	0
231-030-569000 Other Contractual Service				backwater valve program at 516 n 12th st					
03092020 Total:		750.00							
Friedrich, Seth Total:		750.00							
Gem City Tire 12935									
23943	2/18/2020	1,953.20	0.00	03/20/2020				No	0
223-026-534000 Automotive Expense				tires and retreads and repairs for recycle					
23943 Total:		1,953.20							
23990	2/21/2020	1,763.32	0.00	03/20/2020				No	0
223-023-534000 Automotive Expense				5 front tires for sw					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
23990 Total:		1,763.32							
*** 24057	2/27/2020	530.88	0.00	03/20/2020				No	0
100-032-534000 Automotive Expense				2 tires for st420					
*** 24057	2/27/2020	166.82	0.00	03/20/2020				No	0
100-761-534000 Automotive Expense				2 tires for squad 5105					
24057 Total:		697.70							
24058	2/27/2020	294.55	0.00	03/20/2020				No	0
501-501-534000 Automotive Expense				1 front tire for bus 1504					
24058 Total:		294.55							
24078	3/2/2020	333.64	0.00	03/20/2020				No	0
100-761-534000 Automotive Expense				4 tires squad 5079					
24078 Total:		333.64							
24119	3/4/2020	216.00	0.00	03/20/2020				No	0
223-023-534000 Automotive Expense				wheel reconditioning for sw					
24119 Total:		216.00							
Gem City Tire Total:		5,258.41							
Hall Signs, Inc 12690									
350656	3/5/2020	1,297.31	0.00	03/20/2020				No	0
100-032-523000 Traffic/Street Signs & Marking				blank signs for sign shop					
350656 Total:		1,297.31							
Hall Signs, Inc Total:		1,297.31							
Hampton Equipment Inc. 11580									
0227201	2/27/2020	1,775.62	0.00	03/20/2020				No	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
100-032-534400 Equipment Repairs				repair to dura patcher, hoses covers and pump					
0227201 Total:		1,775.62							
Hampton Equipment Inc. T		1,775.62							
Hanson Professional Svcs Inc 10248									
14	3/4/2020	12,889.77	0.00	03/20/2020	frnt-phs2	engr		No	0
240-240-561200 Engineering Fees				front street phase 2 invoice #14					
14 Total:		12,889.77							
Hanson Professional Svcs		12,889.77							
Heart Technologies, Inc 12949									
26586979	3/2/2020	5,541.82	0.00	03/20/2020				No	0
100-009-550300 Telephone				heartsmart phone lease feb 2020					
26586979 Total:		5,541.82							
Heart Technologies, Inc To		5,541.82							
Herr Petroleum Corporation 12712									
d35894	2/28/2020	6,086.03	0.00	03/20/2020				No	0
699-000-160200 Oil & Parts Inventory				3001 gallons of unleaded fuel					
d35894 Total:		6,086.03							
d35898	3/3/2020	13,508.25	0.00	03/20/2020				No	0
699-000-160200 Oil & Parts Inventory				6001 gallons of diesel fuel					
d35898 Total:		13,508.25							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	Herr Petroleum Corporatio	19,594.28							
Hicksgas 13971									
005919	3/2/2020	27.13	0.00	03/20/2020	rental on gas cylinder			No	0
100-034-524000 Lease/rental Of Equipment									
005919 Total:		27.13							
Hicksgas Total:		27.13							
Hite, Jeanette 13972									
03032020	3/3/2020	750.00	0.00	03/20/2020	backwater valve program at 1914 lighter street			No	0
231-030-569000 Other Contractual Service									
03032020 Total:		750.00							
Hite, Jeanette Total:		750.00							
i3 Broadband 12074									
18019871	3/1/2020	10,794.52	0.00	03/20/2020	internet and phone service 2/1-3/31/2020			No	0
100-009-550300 Telephone									
18019871 Total:		10,794.52							
i3 Broadband Total:		10,794.52							
ICPR Family Practice 12280									
03162020	3/16/2020	2,150.00	0.00	03/20/2020	chest x-rays for physicals			No	0
100-034-559000 Medical Expense/supplies									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	03162020 Total:	2,150.00							
	ICPR Family Practice Tota	2,150.00							
IL American Water 10291 *** 210000997451	3/4/2020	73.31	0.00	03/20/2020				No	0
100-034-550100 Utilities				1000 n 14th 2/5-3/3/20					
	210000997451 Total:	73.31							
	IL American Water Total:	73.31							
IL Fire Chiefs Assoc 10305 20201436	2/17/2020	450.00	0.00	03/20/2020				No	0
100-034-551600 Dues And Subscriptions				IFCA membership dues for 2020					
	20201436 Total:	450.00							
	IL Fire Chiefs Assoc Total:	450.00							
Illini Plumbing, Inc. 12264 13263	2/21/2020	188.00	0.00	03/20/2020				No	0
100-793-569000 Other Contractual Service				plumbing inspection at 904 n 10th st					
	13263 Total:	188.00							
13264	2/21/2020	188.00	0.00	03/20/2020				No	0
100-793-569000 Other Contractual Service				plumbing inspection at 227 court st					
	13264 Total:	188.00							
13265	2/21/2020	277.00	0.00	03/20/2020				No	0
100-793-569000 Other Contractual Service				plumbing inspection at walmart					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
13265 Total:		277.00							
13266	2/21/2020	99.00	0.00	03/20/2020				No	0
100-793-569000 Other Contractual Service				plumbing inspection at 3731 greenview					
13266 Total:		99.00							
13267	2/21/2020	99.00	0.00	03/20/2020				No	0
100-793-569000 Other Contractual Service				plumbing inspection at becks on derby					
13267 Total:		99.00							
13268	2/21/2020	99.00	0.00	03/20/2020				No	0
100-793-569000 Other Contractual Service				plumbing inspection at 4 david st					
13268 Total:		99.00							
13307	3/5/2020	99.00	0.00	03/20/2020				No	0
100-793-569000 Other Contractual Service				plumbing inspection at 2007 alhambra					
13307 Total:		99.00							
13308	3/5/2020	277.00	0.00	03/20/2020				No	0
100-793-569000 Other Contractual Service				plumbing inspection at 328 broadway					
13308 Total:		277.00							
13309	3/5/2020	455.00	0.00	03/20/2020				No	0
100-793-569000 Other Contractual Service				plumbing inspection at kroger for grease traps					
13309 Total:		455.00							
13310	3/5/2020	99.00	0.00	03/20/2020				No	0
100-793-569000 Other Contractual Service				plumbing inspection at 1860 autumn ridge					
13310 Total:		99.00							
13311	3/5/2020	99.00	0.00	03/20/2020				No	0
100-793-569000 Other Contractual Service				plumbing inspection at 35 rosewood					
13311 Total:		99.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
13312	3/5/2020	99.00	0.00	03/20/2020				No	0
100-793-569000 Other Contractual Service				plumbing inspection at 404 court st					
13312 Total:		99.00							
Illini Plumbing, Inc. Total:		2,078.00							
Kimball Midwest									
11679									
7785458	3/5/2020	37.30	0.00	03/20/2020				No	0
100-034-522400 General Supplies				shop supplies					
7785458 Total:		37.30							
Kimball Midwest Total:		37.30							
Let It Shine									
10375									
20032065	3/1/2020	114.00	0.00	03/20/2020				No	0
100-761-534000 Automotive Expense				february 2020 squad car washes					
20032065 Total:		114.00							
Let It Shine Total:		114.00							
Macqueen Emergency Group									
13949									
p00745	3/4/2020	70.45	0.00	03/20/2020				No	0
100-034-534000 Automotive Expense				switches					
p00745 Total:		70.45							
Macqueen Emergency Grou		70.45							

McNeilus Truck & Manufacturing

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
10410									
4638308	3/3/2020	3,826.70	0.00	03/20/2020				No	0
223-023-534000 Automotive Expense				spare tipper for sw					
4638308 Total:		3,826.70							
4648818	3/12/2020	169.64	0.00	03/20/2020				No	0
223-023-534000 Automotive Expense				repairs to sw8					
4648818 Total:		169.64							
McNeilus Truck & Manufa		3,996.34							
Menards									
10414									
71807	2/12/2020	4.78	0.00	03/20/2020				No	0
100-032-534000 Automotive Expense				fittings for transmission st444					
71807 Total:		4.78							
73347	3/3/2020	23.96	0.00	03/20/2020				No	0
100-032-529000 Equipment				2 floor squeegees					
73347 Total:		23.96							
73551	3/5/2020	274.50	0.00	03/20/2020				No	0
501-501-522400 General Supplies				disinfecting wipes for driver and office staff					
73551 Total:		274.50							
*** 73859	3/9/2020	106.01	0.00	03/20/2020				No	0
100-032-534400 Equipment Repairs				wood, sealed light bar for yard crew					
73859 Total:		106.01							
*** 73988	3/11/2020	59.78	0.00	03/20/2020				No	0
100-032-534400 Equipment Repairs				mailbox					
*** 73988	3/11/2020	10.99	0.00	03/20/2020				No	0
100-032-522400 General Supplies				wire and wall mailbox wall mount					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number					Description	Reference			
73988 Total:		70.77							
74008	3/11/2020	153.97	0.00	03/20/2020	525-525-529000 Equipment			No	0
					window air conditioner unit				
74008 Total:		153.97							
74073	3/12/2020	71.96	0.00	03/20/2020	223-023-522400 General Supplies			No	0
					clamps for cart repairs				
74073 Total:		71.96							
Menards Total:		705.95							
MES Inc									
10415									
cm120375	2/20/2020	-340.00	0.00	03/20/2020	100-034-529000 Equipment			No	0
					returned boots from invoice in1419170				
cm120375 Total:		-340.00							
MES Inc Total:		-340.00							
Midwest Transit Equipment									
10421									
*** x10105271401	2/24/2020	31.13	0.00	03/20/2020	699-070-534000 Automotive Expense			No	0
					2 tail lights				
*** x10105271401	2/24/2020	31.00	0.00	03/20/2020	501-501-534000 Automotive Expense			No	0
					2 tail lights				
x10105271401 Total:		62.13							
Midwest Transit Equipmen		62.13							
MyFleetCenter.Com									
13381									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
30246	3/6/2020	62.98	0.00	03/20/2020				No	0
100-761-534000 Automotive Expense				oil change squad 5103					
30246 Total:		62.98							
30333	3/9/2020	62.98	0.00	03/20/2020				No	0
100-761-534000 Automotive Expense				oil change squad 5153					
30333 Total:		62.98							
MyFleetCenter.Com Total		125.96							
NAPA Auto Parts of Pekin 10441									
415916	2/18/2020	16.10	0.00	03/20/2020				No	0
223-025-534000 Automotive Expense				relay switch for yw4					
415916 Total:		16.10							
416736	2/25/2020	-60.30	0.00	03/20/2020				No	0
100-034-534000 Automotive Expense				core deposit and returned pipe connector					
416736 Total:		-60.30							
416864	2/27/2020	661.66	0.00	03/20/2020				No	0
100-034-534000 Automotive Expense				remanufactured alternator for F5					
416864 Total:		661.66							
417124	2/28/2020	-56.50	0.00	03/20/2020				No	0
100-034-534000 Automotive Expense				core deposit					
417124 Total:		-56.50							
417329	3/3/2020	84.00	0.00	03/20/2020				No	0
100-034-534400 Equipment Repairs				trailer wire					
417329 Total:		84.00							
417346	3/3/2020	142.92	0.00	03/20/2020				No	0
100-034-534000 Automotive Expense				fuel and oil filters					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number					Description	Reference			
417346 Total:		142.92							
417456	3/4/2020	31.56	0.00	03/20/2020	interior cleaner for sw			No	0
223-023-522400 General Supplies									
417456 Total:		31.56							
417518	3/4/2020	42.00	0.00	03/20/2020	hydraulic hose for dura patcher			No	0
100-032-534400 Equipment Repairs									
417518 Total:		42.00							
417596	3/5/2020	31.08	0.00	03/20/2020	trailer wheel seal for yard crew			No	0
100-068-522400 General Supplies									
417596 Total:		31.08							
NAPA Auto Parts of Pekin		892.52							
Northwest Illinois Criminal Justice Comm 13973									
03032020	3/3/2020	85.00	0.00	03/20/2020	beecher class fee/overhear recording device training			No	0
100-763-519000 Training And Education									
03032020 Total:		85.00							
Northwest Illinois Crimina		85.00							
Northwestern University 12175									
15556	3/9/2020	4,100.00	0.00	03/20/2020	school of police staff and command 400 hours/hazelwood			No	0
100-761-519000 Training And Education									
15556 Total:		4,100.00							
15568	3/11/2020	4,100.00	0.00	03/20/2020	school of police staff and command 400 hours/bush			No	0
100-761-519000 Training And Education									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
15568 Total:		4,100.00							
15569	3/12/2020	4,100.00	0.00	03/20/2020				No	0
100-761-519000 Training And Education				school of police staff and command 400 hours/jones					
15569 Total:		4,100.00							
Northwestern University T		12,300.00							
O'Reilly Automotive Stores, Inc. 10456									
1262377252	2/25/2020	7.67	0.00	03/20/2020				No	0
100-032-534000 Automotive Expense				fuel line retainer clip for st444					
1262377252 Total:		7.67							
O'Reilly Automotive Stores		7.67							
Orza, Anthony 13974									
03052020	3/5/2020	750.00	0.00	03/20/2020				No	0
231-030-569000 Other Contractual Service				backwater valve program at 2202 wildwood dr					
03052020 Total:		750.00							
Orza, Anthony Total:		750.00							
PDC Laboratories Inc 10473									
i9399670	12/31/2019	5,566.32	0.00	03/20/2020				No	0
231-031-561300 Testing Fees And Expenses				effluent testing 11/20-12/23/19					
i9399670 Total:		5,566.32							
i9406924	2/28/2020	4,953.97	0.00	03/20/2020				No	0
231-031-561300 Testing Fees And Expenses				effluent testing 1/27-2/21/20					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	i9406924 Total:	4,953.97							
	PDC Laboratories Inc Tota	10,520.29							
PDC Services 10474									
4517435	2/29/2020	2,565.96	0.00	03/20/2020				No	0
231-031-536400 Sludge Removal				sludge to landfill 2/17-2/28/20					
	4517435 Total:	2,565.96							
	PDC Services Total:	2,565.96							
Pekin Community Bank 13977									
03112020	3/11/2020	100.00	0.00	03/20/2020				No	0
231-000-151500 Machinery And Equipment				loan fee					
	03112020 Total:	100.00							
	Pekin Community Bank To	100.00							
Praxair Distribution Inc 10518									
95037261	2/22/2020	58.02	0.00	03/20/2020				No	0
100-034-524000 Lease/rental Of Equipment				rental on oxygen cylinder					
	95037261 Total:	58.02							
95294109	2/28/2020	214.30	0.00	03/20/2020				No	0
100-034-524000 Lease/rental Of Equipment				rental on gas cylinder					
	95294109 Total:	214.30							
	Praxair Distribution Inc To	272.32							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
Ragan Communications Inc 10533 23535	2/27/2020	763.88	0.00	03/20/2020				No	0
100-034-555000 Radio Expense				monthly smr 2/29-3/30/20					
23535 Total:		763.88							
Ragan Communications Inc		763.88							
Ray O'Herron Co Inc 10539 2012612in	3/2/2020	321.64	0.00	03/20/2020				No	0
100-761-534000 Automotive Expense				lights and 2 charge guard for squads					
2012612in Total:		321.64							
2012886in	3/3/2020	220.04	0.00	03/20/2020				No	0
100-761-534000 Automotive Expense				2 white LED lights for squads					
2012886in Total:		220.04							
Ray O'Herron Co Inc Total		541.68							
Reeise, Trent 10742 expense-0320	3/16/2020	56.00	0.00	03/20/2020				No	0
100-034-519000 Training And Education				lunch reimbursement during training 4/18-4/26/20					
expense-0320 Total:		56.00							
Reeise, Trent Total:		56.00							
Reliant Auto Glass 13849 i0003540	1/28/2020	250.00	0.00	03/20/2020				No	0
501-501-534000 Automotive Expense				glass installation bus 1701					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
i0003540 Total:		250.00							
i0003541	1/28/2020	299.14	0.00	03/20/2020	glass installation bus 1070			No	0
501-501-534000 Automotive Expense									
i0003541 Total:		299.14							
Reliant Auto Glass Total:		549.14							
Rendleman, Anthony 10545									
expense-03820	3/16/2020	81.00	0.00	03/20/2020	per diem reimbursement during training 3/10-3/12/20			No	0
100-034-519000 Training And Education									
expense-03820 Total:		81.00							
Rendleman, Anthony Total		81.00							
Roanoke Concrete Products 10553									
178370	2/2/2020	654.50	0.00	03/20/2020	flowable for fayette and s 2nd st			No	0
240-240-564100 Drainage Improvements									
178370 Total:		654.50							
178415	2/21/2020	395.75	0.00	03/20/2020	concrete white rock at 401 s 2nd			No	0
240-240-564100 Drainage Improvements									
178415 Total:		395.75							
Roanoke Concrete Product		1,050.25							
Sam Harris Clothing 10563									
116009	2/26/2020	127.45	0.00	03/20/2020	uniform shirts for dc reeise			No	0
100-034-518900 Uniform Allowance									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
116009 Total:		127.45							
Sam Harris Clothing Total:		127.45							
Schwartz Electric 10579 14464	2/28/2020	2,357.59	0.00	03/20/2020				No	0
100-032-534400 Equipment Repairs				troubleshoot court/parkway, parkway between court/broadw					
14464 Total:		2,357.59							
Schwartz Electric Total:		2,357.59							
SHI International Corp 12297 b11358061	2/20/2020	3,237.54	0.00	03/20/2020				No	0
100-009-538000 Maintenance Agreements				vcs intersight maintenance from 2/17/20-2/16/23					
b11358061 Total:		3,237.54							
b11365197	2/21/2020	22,337.91	0.00	03/20/2020				No	0
100-009-538000 Maintenance Agreements				add'l commvault storage maint, 2/12/20-2/10/21					
b11365197 Total:		22,337.91							
b11392715	2/26/2020	2,697.98	0.00	03/20/2020				No	0
100-009-599802 Computer Hardware				mark rothert laptop					
b11392715 Total:		2,697.98							
b11417066	2/28/2020	6,786.85	0.00	03/20/2020				No	0
100-009-538000 Maintenance Agreements				meraki network hardware software maint, 3/8/20-3/7/21/21					
b11417066 Total:		6,786.85							
b11459875	3/10/2020	508.80	0.00	03/20/2020				No	0
100-009-599802 Computer Hardware				sensor units for squad cars/down					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	b11459875 Total:	508.80							
	SHI International Corp Tot	35,569.08							
Stolz, Sean 13975 03092020	3/9/2020	750.00	0.00	03/20/2020				No	0
231-030-569000 Other Contractual Service				backwater valve program for 328 derby st					
	03092020 Total:	750.00							
	Stolz, Sean Total:	750.00							
Stryker Sales Corporation 13886 2960092m	3/5/2020	1,977.60	0.00	03/20/2020				No	0
100-034-522500 Emergency Medical Supplie				emergency medical supplies					
	2960092m Total:	1,977.60							
	Stryker Sales Corporation T	1,977.60							
TAPCO 10629 i663793	3/2/2020	1,290.00	0.00	03/20/2020				No	0
100-032-587000 Machinery & Equipment				library upgrades for flex signs in sign shop					
	i663793 Total:	1,290.00							
i664073	3/4/2020	7,036.65	0.00	03/20/2020				No	0
100-032-587000 Machinery & Equipment				cutter, stand, basket, push rollers, installed for sign shop					
	i664073 Total:	7,036.65							
	TAPCO Total:	8,326.65							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
Tazewell County Animal Control 10637									
03022020	3/2/2020	3,753.83	0.00	03/20/2020				No	0
100-761-566700 Care Of Stray Animals				animal pickup month of february 2020					
03022020 Total:		3,753.83							
Tazewell County Animal C		3,753.83							
Tazewell County Asphalt Co. Inc. 11264									
20110009454	2/28/2020	2,407.05	0.00	03/20/2020				No	0
240-240-580501 Street Major Repair				UPM cold mix for street repair					
20110009454 Total:		2,407.05							
Tazewell County Asphalt C		2,407.05							
Tazewell County Genealogical & Historical Society 11312									
03042020	3/4/2020	574.37	0.00	03/20/2020				No	0
208-208-597700 Sponsorships				tourism committee approved 3/2/2020 for grant					
03042020 Total:		574.37							
Tazewell County Genealog		574.37							
Tazewell County Landfill 10635									
4517461	2/29/2020	19,694.71	0.00	03/20/2020				No	0
223-023-566500 Landfill Expense				landfill fee 2/17-2/28/2020					
4517461 Total:		19,694.71							
4517463	2/29/2020	178.55	0.00	03/20/2020				No	0
223-023-566500 Landfill Expense				x-waste fee at landfill 2/25/20					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
4517463 Total:		178.55							
Tazewell County Landfill T		19,873.26							
Tazewell County Recorder 10638									
03032020	3/3/2020	94.80	0.00	03/20/2020				No	0
100-793-593300 Lien Filing Fee				filing/release of 2 notices to remediate					
03032020 Total:		94.80							
03092020	3/9/2020	379.20	0.00	03/20/2020				No	0
231-033-580600 Sewer Construction				filing of 8 liens					
03092020 Total:		379.20							
Tazewell County Recorder		474.00							
Tazewell County Recorder 11172									
03032020	3/3/2020	142.20	0.00	03/20/2020				No	0
231-029-593300 Lien Filing Fee				release of 3 wastewater liens					
03032020 Total:		142.20							
03042020	3/4/2020	189.60	0.00	03/20/2020				No	0
231-029-593300 Lien Filing Fee				release of 4 wastewater liens					
03042020 Total:		189.60							
03122020	3/12/2020	284.40	0.00	03/20/2020				No	0
231-029-593300 Lien Filing Fee				filing of 5/release of 1 wastewater lien					
03122020 Total:		284.40							
Tazewell County Recorder		616.20							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
The Sign Shop 10601									
22420	2/24/2020	400.00	0.00	03/20/2020	poli-warr	expense		No	0
100-761-534000 Automotive Expense				lettering for rescue vehicle					
22420 Total:		400.00							
The Sign Shop Total:		400.00							
Third Millennium Associates, Inc. 11953									
*** 24460	2/26/2020	839.02	0.00	03/20/2020				No	0
231-029-569000 Other Contractual Service				january 2020 lockbox					
*** 24460	2/26/2020	839.01	0.00	03/20/2020				No	0
223-023-569000 Other Contractual Service				january 2020 lockbox					
24460 Total:		1,678.03							
*** 24498	2/28/2020	1,237.35	0.00	03/20/2020				No	0
231-029-569000 Other Contractual Service				february 2020 green pay fee					
*** 24498	2/28/2020	1,237.35	0.00	03/20/2020				No	0
223-023-569000 Other Contractual Service				february 2020 green pay fee					
24498 Total:		2,474.70							
Third Millennium Associat		4,152.73							
Todd, James 11743									
expense-0320	3/7/2020	55.00	0.00	03/20/2020				No	0
501-501-554200 Meals Lodging				per deim during charter 3/7/20					
expense-0320 Total:		55.00							
Todd, James Total:		55.00							
Tractor Supply Co									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
10659									
148425	3/10/2020	76.97	0.00	03/20/2020				No	0
231-031-529000 Equipment				mini shovel, hole digger and spading fork to unclog compac					
148425 Total:		76.97							
Tractor Supply Co Total:		76.97							
Tremont Oil Co									
10660									
180868	2/5/2020	221.21	0.00	03/20/2020				No	0
100-032-522400 General Supplies				kerosene for power washer					
180868 Total:		221.21							
Tremont Oil Co Total:		221.21							
Truck Centers Inc									
10664									
f14029423301	2/26/2020	188.77	0.00	03/20/2020				No	0
100-032-534000 Automotive Expense				water pump					
f14029423301 Total:		188.77							
f14029461801	2/21/2020	84.17	0.00	03/20/2020				No	0
223-023-534000 Automotive Expense				serpentine belt idler/tensioner and belt for sw7					
f14029461801 Total:		84.17							
f14029489801	2/19/2020	69.48	0.00	03/20/2020				No	0
223-023-534000 Automotive Expense				fuel filter for sw					
f14029489801 Total:		69.48							
f14029551901	2/26/2020	138.96	0.00	03/20/2020				No	0
223-023-534000 Automotive Expense				fuel filter for sw					
f14029551901 Total:		138.96							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
f14029552001	2/26/2020	138.96	0.00	03/20/2020				No	0
223-023-534000 Automotive Expense				fuel filters for sw					
f14029552001 Total:		138.96							
f14029569801	2/27/2020	136.82	0.00	03/20/2020				No	0
223-023-534000 Automotive Expense				brake chamber air hose for sw					
f14029569801 Total:		136.82							
f14029569802	2/28/2020	675.70	0.00	03/20/2020				No	0
223-023-534000 Automotive Expense				spring brake chambers, chamber air lines for sw13 and sw14					
f14029569802 Total:		675.70							
f14029569803	3/3/2020	123.64	0.00	03/20/2020				No	0
223-023-534000 Automotive Expense				spare air lines for brake chambers on sw					
f14029569803 Total:		123.64							
f14029575401	2/27/2020	-138.96	0.00	03/20/2020				No	0
223-023-534000 Automotive Expense				returned fuel filters					
f14029575401 Total:		-138.96							
f14029605201	3/3/2020	733.82	0.00	03/20/2020				No	0
223-023-534000 Automotive Expense				brake shoes and air hose for sw					
f14029605201 Total:		733.82							
r14006104001	2/21/2020	904.52	0.00	03/20/2020				No	0
100-032-534000 Automotive Expense				repairs to #69 street vehicle					
r14006104001 Total:		904.52							
Truck Centers Inc Total:		3,055.88							
Unity Point Health 13528 5110in1968	2/24/2020	461.51	0.00	03/20/2020				No	0
100-034-522500 Emergency Medical Supplie				emergency medical supplies					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
5110in1968 Total:		461.51							
Unity Point Health Total:		461.51							
University of Illinois 12891 upin9936	2/26/2020	545.00	0.00	03/20/2020				No	0
100-761-519000 Training And Education				police strategy and tactics for rabe 2/3-2/7/20					
upin9936 Total:		545.00							
upin9949	3/3/2020	1,146.00	0.00	03/20/2020				No	0
100-761-519000 Training And Education				police firearms instructor training for barber and barth 2/24-					
upin9949 Total:		1,146.00							
University of Illinois Total		1,691.00							
Vachon Brake Service and Parts 11430 015973	2/25/2020	30.00	0.00	03/20/2020				No	0
100-032-557200 License And Inspection Fe				inspection on #416					
015973 Total:		30.00							
016014	2/27/2020	48.00	0.00	03/20/2020				No	0
223-026-557200 License And Inspection Fees				inspection on rc1					
016014 Total:		48.00							
016016	2/27/2020	30.00	0.00	03/20/2020				No	0
223-026-557200 License And Inspection Fees				inspection on st 444					
016016 Total:		30.00							
016063	3/4/2020	48.00	0.00	03/20/2020				No	0
100-032-557200 License And Inspection Fe				inspection on #421					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
016063 Total:		48.00							
Vachon Brake Service and P		156.00							
Velde Ford 10683 357496fowg	3/4/2020	244.78	0.00	03/20/2020				No	0
100-761-534000 Automotive Expense				steering shaft for squad 5145					
357496fowg Total:		244.78							
Velde Ford Total:		244.78							
Verizon Connect Nwf, Inc 12701 osv000002054109	3/1/2020	1,078.70	0.00	03/20/2020				No	0
100-009-529500 AVL Equipment				AVL services 2/1-2/29/20					
osv000002054109 Total:		1,078.70							
Verizon Connect Nwf, Inc		1,078.70							
Verizon Wireless 10685 9849043794	2/23/2020	2,260.32	0.00	03/20/2020				No	0
100-009-550300 Telephone				police cell data 1/24-2/23/20					
9849043794 Total:		2,260.32							
9849043796	2/23/2020	1,424.42	0.00	03/20/2020				No	0
100-009-550300 Telephone				fire dept cell data 1/24-2/23/20					
9849043796 Total:		1,424.42							
9849099901	2/23/2020	1,208.47	0.00	03/20/2020				No	0
100-009-550300 Telephone				net motion 1/24-2/23/20					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
9849099901 Total:		1,208.47							
9849729876	3/3/2020	2,725.56	0.00	03/20/2020				No	0
100-009-550300 Telephone				city hall cell phone 2/4-3/3/20					
9849729876 Total:		2,725.56							
9849729877	3/3/2020	270.94	0.00	03/20/2020				No	0
100-009-550300 Telephone				fire dept cell phones 2/4-3/3/20					
9849729877 Total:		270.94							
9849729878	3/3/2020	1,245.89	0.00	03/20/2020				No	0
100-009-550300 Telephone				police dept cell phones 2/4-3/3/20					
9849729878 Total:		1,245.89							
Verizon Wireless Total:		9,135.60							
Waste Management 12524									
305527420700	2/28/2020	753.18	0.00	03/20/2020				No	0
231-031-569000 Other Contractual Service				dumping and hauling of 2 yard dumpsters 3/1-3/31/20					
305527420700 Total:		753.18							
Waste Management Total:		753.18							
West Payment Center 10700									
841947532	2/29/2020	221.84	0.00	03/20/2020				No	0
100-763-551600 Dues And Subscriptions				west information charges for the month of february 2020					
841947532 Total:		221.84							
West Payment Center Tota		221.84							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
White, Raymond 10703									
expense-0320	3/16/2020	55.00	0.00	03/20/2020				No	0
501-501-554200 Meals Lodging				per diem for charter 3/7/2020					
expense-0320 Total:		55.00							
White, Raymond Total:		55.00							
Will Harms Co 10706									
36333	3/5/2020	104.97	0.00	03/20/2020				No	0
100-764-520200 Office Supplies				3 dozen jumbo red markers					
36333 Total:		104.97							
36335	3/5/2020	99.64	0.00	03/20/2020				No	0
100-034-520200 Office Supplies				toner and highlighters					
36335 Total:		99.64							
Will Harms Co Total:		204.61							
XWaste Inc 10721									
446194	2/27/2020	135.00	0.00	03/20/2020				No	0
223-023-566500 Landfill Expense				x-waste fee 2/25/20					
446194 Total:		135.00							
XWaste Inc Total:		135.00							
Report Total:		407,521.67							



REQUEST FOR COUNCIL ACTION

Agenda Date: March 23, 2020
To: Council Members
From: Sue McMillan, City Clerk

AGENDA ITEM: General Fund and Non General Fund Revenue vs Expense Pd 9 Janaury FY20

ACTION REQUESTED: Receive and File.

REQUIRED SIGNATURES

Finance Department (Certification of Availability of Funds):

Date:

City Manager:

Mark A. Rothert

Mark A. Rothert, City Manager

3/19/2020

Date:

General Ledger

General Fund Revenue vs Expense Detail

Period 09 - 09
Fiscal Year 2020

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
100	General Fund					
100-001-499800	Miscellaneous Receipts	\$ -	\$ -	\$ -	\$ -	0.00%
	Other Revenue	\$ -	\$ -	\$ -	\$ -	0.00%
100-001-510100	Salary: Elected Officials	\$ 50,000.00	\$ 4,166.69	\$ 37,500.21	\$ 12,499.79	75.00%
100-001-511600	Salary: All Personnel	\$ 64,764.00	\$ 6,304.14	\$ 56,559.19	\$ 8,204.81	87.33%
100-001-515500	Vacation Pay	\$ -	\$ 2,707.81	\$ 14,254.36	\$ (14,254.36)	0.00%
100-001-515600	Holiday Pay	\$ -	\$ 476.60	\$ 1,275.38	\$ (1,275.38)	0.00%
100-001-515800	Sick Pay	\$ -	\$ -	\$ 628.99	\$ (628.99)	0.00%
100-001-517000	Oasdi/city Share 6.2%	\$ 7,073.69	\$ 828.42	\$ 5,696.26	\$ 1,377.43	80.53%
100-001-517001	Medicare/city Share 1.45%	\$ 1,654.00	\$ 193.73	\$ 1,565.91	\$ 88.09	94.67%
100-001-517401	IMRF	\$ 6,781.00	\$ 1,107.31	\$ 7,076.45	\$ (295.45)	104.36%
100-001-517402	ICMA Retirement	\$ -	\$ -	\$ -	\$ -	0.00%
100-001-518000	Group Insurance	\$ 10,603.00	\$ 1,296.81	\$ 12,191.57	\$ (1,588.57)	114.98%
100-001-518200	Unemployment Insurance	\$ -	\$ -	\$ -	\$ -	0.00%
100-001-518300	Workers Comp Insurance	\$ 6,201.00	\$ -	\$ 3,770.99	\$ 2,430.01	60.81%
100-001-559000	Medical Expense/supplies	\$ -	\$ -	\$ -	\$ -	0.00%
	Personnel	\$ 147,076.69	\$ 17,081.51	\$ 140,519.31	\$ 6,557.38	95.54%
100-001-519000	Training And Education	\$ 8,700.00	\$ -	\$ 6,722.96	\$ 1,977.04	77.28%
	Training & Education	\$ 8,700.00	\$ -	\$ 6,722.96	\$ 1,977.04	77.28%
100-001-520200	Office Supplies	\$ 200.00	\$ -	\$ 314.97	\$ (114.97)	157.49%
100-001-520400	Postage	\$ 100.00	\$ 6.80	\$ 14.80	\$ 85.20	14.80%
100-001-529000	Equipment	\$ -	\$ -	\$ -	\$ -	0.00%
	Supplies & Materials	\$ 300.00	\$ 6.80	\$ 329.77	\$ (29.77)	109.92%
100-001-518100	Liability Insurance Premiums	\$ 68,888.00	\$ -	\$ 52,747.00	\$ 16,141.00	76.57%
100-001-524000	Lease/rental Of Equipment	\$ -	\$ 132.36	\$ 500.01	\$ (500.01)	0.00%
100-001-534400	Equipment Repairs	\$ -	\$ -	\$ -	\$ -	0.00%
100-001-538000	Maintenance Agreements	\$ -	\$ 117.34	\$ 1,150.34	\$ (1,150.34)	0.00%
100-001-550300	Telephone	\$ 900.00	\$ -	\$ -	\$ 900.00	0.00%
100-001-551600	Dues And Subscriptions	\$ 6,000.00	\$ -	\$ 3,818.00	\$ 2,182.00	63.63%
100-001-555000	Radio Expense	\$ -	\$ -	\$ -	\$ -	0.00%
100-001-560500	Consulting Services	\$ -	\$ -	\$ 3,274.64	\$ (3,274.64)	0.00%
100-001-560600	Corporate Counsel Fees	\$ -	\$ -	\$ -	\$ -	0.00%
100-001-569000	Other Contractual Service	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	100.00%
100-001-598100	Public Relations	\$ 5,000.00	\$ -	\$ 1,968.71	\$ 3,031.29	39.37%
100-001-599801	Computer Software	\$ -	\$ -	\$ -	\$ -	0.00%
	Contractual Services	\$ 90,788.00	\$ 249.70	\$ 73,458.70	\$ 17,329.30	80.91%
100-001-587100	Office Equipment & Furniture	\$ -	\$ -	\$ -	\$ -	0.00%
	Capital Outlay	\$ -	\$ -	\$ -	\$ -	0.00%
100-001-518700	Mileage	\$ -	\$ -	\$ -	\$ -	0.00%
100-001-551000	Printing And Publications	\$ 250.00	\$ -	\$ 320.50	\$ (70.50)	128.20%
100-001-554200	Meals Lodging	\$ -	\$ -	\$ -	\$ -	0.00%
100-001-599000	Miscellaneous	\$ 25,000.00	\$ 299.69	\$ 1,261.45	\$ 23,738.55	5.05%
100-001-599802	Computer Hardware	\$ -	\$ -	\$ -	\$ -	0.00%
	Other Expenditures	\$ 25,250.00	\$ 299.69	\$ 1,581.95	\$ 23,668.05	6.27%
001	Administration	\$ (272,114.69)	\$ (17,637.70)	\$ (222,612.69)	\$ (49,502.00)	81.81%
100-003-499800	Miscellaneous Receipts	\$ -	\$ -	\$ 6,572.86	\$ (6,572.86)	0.00%
	Other Revenue	\$ -	\$ -	\$ 6,572.86	\$ (6,572.86)	0.00%

100-003-519000	Training And Education	\$	-	\$	-	\$	-	\$	-	0.00%
	Training & Education	\$	-	\$	-	\$	-	\$	-	0.00%
100-003-520200	Office Supplies	\$	-	\$	-	\$	-	\$	-	0.00%
100-003-520400	Postage	\$	-	\$	-	\$	-	\$	-	0.00%
	Supplies & Materials	\$	-	\$	-	\$	-	\$	-	0.00%
100-003-551600	Dues And Subscriptions	\$	-	\$	-	\$	-	\$	-	0.00%
100-003-560600	Corporate Counsel Fees	\$	200,000.00	\$	20,961.44	\$	127,214.65	\$	72,785.35	63.61%
100-003-561000	Legal Fees	\$	130,000.00	\$	-	\$	49,676.47	\$	80,323.53	38.21%
100-003-561001	Legal Services - Police Labor	\$	-	\$	1,925.52	\$	22,561.73	\$	(22,561.73)	0.00%
100-003-561002	Legal Services - Fire Labor	\$	-	\$	-	\$	380.00	\$	(380.00)	0.00%
100-003-561003	Legal Services - Teamsters	\$	-	\$	140.00	\$	5,124.00	\$	(5,124.00)	0.00%
100-003-561004	Admin Hearing Officer	\$	-	\$	-	\$	-	\$	-	0.00%
100-003-569000	Other Contractual Service	\$	7,500.00	\$	-	\$	-	\$	7,500.00	0.00%
100-003-593000	Suits And Damages	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	337,500.00	\$	23,026.96	\$	204,956.85	\$	132,543.15	60.73%
100-003-551000	Printing And Publications	\$	-	\$	-	\$	-	\$	-	0.00%
100-003-554200	Meals Lodging	\$	-	\$	-	\$	-	\$	-	0.00%
100-003-599000	Miscellaneous	\$	12,500.00	\$	300.00	\$	5,350.00	\$	7,150.00	42.80%
100-003-599700	Income Credit	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	12,500.00	\$	300.00	\$	5,350.00	\$	7,150.00	42.80%
003	Legal	\$	(350,000.00)	\$	(23,326.96)	\$	(203,733.99)	\$	(146,266.01)	58.21%
100-004-451600	Dog Reclamation Fees	\$	4,400.00	\$	350.00	\$	6,450.00	\$	(2,050.00)	146.59%
100-004-451900	Sales - Ordinances & Maps	\$	-	\$	-	\$	-	\$	-	0.00%
100-004-452100	Liquor License App Fees	\$	1,350.00	\$	-	\$	600.00	\$	750.00	44.44%
100-004-452200	Vicious Dog Fee	\$	300.00	\$	-	\$	-	\$	300.00	0.00%
100-004-452500	Dangerous Dog Fee	\$	-	\$	-	\$	200.00	\$	(200.00)	0.00%
	Fees/Charges For Service	\$	6,050.00	\$	350.00	\$	7,250.00	\$	(1,200.00)	119.83%
100-004-463700	Liquor Fines	\$	-	\$	-	\$	500.00	\$	(500.00)	0.00%
	Fines And Forfeitures	\$	-	\$	-	\$	500.00	\$	(500.00)	0.00%
100-004-420100	Liquor Licenses	\$	62,500.00	\$	-	\$	8,683.33	\$	53,816.67	13.89%
100-004-420200	Cigarette Licenses	\$	1,500.00	\$	-	\$	200.00	\$	1,300.00	13.33%
100-004-420300	One Day Liquor License	\$	500.00	\$	-	\$	-	\$	500.00	0.00%
100-004-420400	Juke Box Licenses	\$	600.00	\$	-	\$	25.00	\$	575.00	4.17%
100-004-420600	Auctioneer Licenses	\$	-	\$	-	\$	10.00	\$	(10.00)	0.00%
100-004-420650	Body Works License	\$	-	\$	-	\$	1,000.00	\$	(1,000.00)	0.00%
100-004-421100	Peddler Licenses	\$	800.00	\$	-	\$	400.00	\$	400.00	50.00%
100-004-421200	Push Carts	\$	-	\$	-	\$	250.00	\$	(250.00)	0.00%
100-004-421300	Transient Merchant License	\$	50.00	\$	-	\$	150.00	\$	(100.00)	300.00%
100-004-421400	Mechanical Amusement Machine	\$	6,000.00	\$	-	\$	450.00	\$	5,550.00	7.50%
100-004-421500	State Video Machines	\$	8,250.00	\$	2,999.97	\$	88,584.62	\$	(80,334.62)	1073.75%
100-004-421505	Video Gaming Est. Fees	\$	-	\$	1,979.15	\$	5,254.17	\$	(5,254.17)	0.00%
100-004-421600	Secondhand Dlr/Pawnbroker	\$	500.00	\$	-	\$	150.00	\$	350.00	30.00%
100-004-421700	Raffle License	\$	800.00	\$	50.00	\$	410.00	\$	390.00	51.25%
100-004-421800	Billiards,Bowling,Pool License	\$	600.00	\$	-	\$	25.00	\$	575.00	4.17%
100-004-421900	Bowling License	\$	1,300.00	\$	-	\$	-	\$	1,300.00	0.00%
100-004-422200	Taxicab License	\$	-	\$	-	\$	150.00	\$	(150.00)	0.00%
100-004-422300	Scrap Dealer License	\$	-	\$	-	\$	-	\$	-	0.00%
100-004-422900	Miscellaneous Licenses	\$	-	\$	-	\$	-	\$	-	0.00%
100-004-426200	Loudspeaker Permits	\$	(713.00)	\$	-	\$	30.00	\$	(743.00)	-4.21%
100-004-426300	Special Events Permits	\$	600.00	\$	25.00	\$	625.00	\$	(25.00)	104.17%
	Licenses And Permits	\$	83,287.00	\$	5,054.12	\$	106,397.12	\$	(23,110.12)	127.75%
100-004-498900	Non Sufficient Funds Fee	\$	(861.00)	\$	-	\$	-	\$	(861.00)	0.00%
100-004-499800	Miscellaneous Receipts	\$	500.00	\$	-	\$	297.00	\$	203.00	59.40%
100-004-499802	Cash Over/Short	\$	-	\$	-	\$	0.05	\$	(0.05)	0.00%
	Other Revenue	\$	(361.00)	\$	-	\$	297.05	\$	(658.05)	-82.29%

100-004-511600	Salary: All Personnel	\$	85,514.00	\$	7,331.47	\$	54,827.09	\$	30,686.91	64.11%
100-004-515000	Overtime	\$	-	\$	-	\$	-	\$	-	0.00%
100-004-515500	Vacation Pay	\$	-	\$	1,535.07	\$	5,477.72	\$	(5,477.72)	0.00%
100-004-515600	Holiday Pay	\$	-	\$	986.70	\$	2,960.10	\$	(2,960.10)	0.00%
100-004-515800	Sick Pay	\$	-	\$	13.75	\$	212.81	\$	(212.81)	0.00%
100-004-517000	Oasdi/city Share 6.2%	\$	5,319.20	\$	588.98	\$	3,834.71	\$	1,484.49	72.09%
100-004-517001	Medicare/city Share 1.45%	\$	1,244.00	\$	137.72	\$	896.63	\$	347.37	72.08%
100-004-517401	IMRF	\$	9,076.94	\$	1,151.47	\$	6,212.33	\$	2,864.61	68.44%
100-004-518000	Group Insurance	\$	16,814.00	\$	1,614.48	\$	10,044.40	\$	6,769.60	59.74%
100-004-518300	Workers Comp Insurance	\$	1,386.00	\$	-	\$	892.30	\$	493.70	64.38%
100-004-559000	Medical Expense/supplies	\$	-	\$	-	\$	-	\$	-	0.00%
	Personnel	\$	119,354.14	\$	13,359.64	\$	85,358.09	\$	33,996.05	71.52%
100-004-519000	Training And Education	\$	3,000.00	\$	-	\$	2,700.09	\$	299.91	90.00%
	Training & Education	\$	3,000.00	\$	-	\$	2,700.09	\$	299.91	90.00%
100-004-520200	Office Supplies	\$	50.00	\$	22.70	\$	165.08	\$	(115.08)	330.16%
100-004-520400	Postage	\$	400.00	\$	4.50	\$	84.65	\$	315.35	21.16%
100-004-529000	Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
	Supplies & Materials	\$	450.00	\$	27.20	\$	249.73	\$	200.27	55.50%
100-004-518100	Liability Insurance Premiums	\$	-	\$	-	\$	735.90	\$	(735.90)	0.00%
100-004-524000	Lease/rental Of Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
100-004-534400	Equipment Repairs	\$	-	\$	-	\$	-	\$	-	0.00%
100-004-538000	Maintenance Agreements	\$	-	\$	-	\$	-	\$	-	0.00%
100-004-550300	Telephone	\$	-	\$	-	\$	-	\$	-	0.00%
100-004-551600	Dues And Subscriptions	\$	750.00	\$	-	\$	695.00	\$	55.00	92.67%
100-004-569000	Other Contractual Service	\$	10,000.00	\$	-	\$	-	\$	10,000.00	0.00%
100-004-599801	Computer Software	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	10,750.00	\$	-	\$	1,430.90	\$	9,319.10	13.31%
100-004-587100	Office Equipment & Furniture	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Outlay	\$	-	\$	-	\$	-	\$	-	0.00%
100-004-518700	Mileage	\$	200.00	\$	-	\$	171.10	\$	28.90	85.55%
100-004-551000	Printing And Publications	\$	2,750.00	\$	153.00	\$	1,265.80	\$	1,484.20	46.03%
100-004-554200	Meals Lodging	\$	250.00	\$	-	\$	-	\$	250.00	0.00%
100-004-599000	Miscellaneous	\$	2,000.00	\$	-	\$	-	\$	2,000.00	0.00%
100-004-599802	Computer Hardware	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	5,200.00	\$	153.00	\$	1,436.90	\$	3,763.10	27.63%
004	City Clerk	\$	(49,778.14)	\$	(8,135.72)	\$	23,268.46	\$	(73,046.60)	-46.74%
100-005-499800	Miscellaneous Receipts	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Revenue	\$	-	\$	-	\$	-	\$	-	0.00%
100-005-511600	Salary: All Personnel	\$	84,444.00	\$	8,008.03	\$	57,327.15	\$	27,116.85	67.89%
100-005-515000	Overtime	\$	-	\$	-	\$	-	\$	-	0.00%
100-005-515500	Vacation Pay	\$	-	\$	1,529.78	\$	4,572.26	\$	(4,572.26)	0.00%
100-005-515600	Holiday Pay	\$	-	\$	1,024.68	\$	3,074.04	\$	(3,074.04)	0.00%
100-005-515800	Sick Pay	\$	-	\$	-	\$	1,705.71	\$	(1,705.71)	0.00%
100-005-517000	Oasdi/city Share 6.2%	\$	5,215.00	\$	639.07	\$	4,029.95	\$	1,185.05	77.28%
100-005-517001	Medicare/city Share 1.45%	\$	1,220.00	\$	149.43	\$	942.89	\$	277.11	77.29%
100-005-517401	IMRF	\$	8,899.00	\$	1,232.52	\$	6,529.91	\$	2,369.09	73.38%
100-005-518000	Group Insurance	\$	9,724.00	\$	1,135.17	\$	7,646.57	\$	2,077.43	78.64%
100-005-518300	Workers Comp Insurance	\$	800.00	\$	-	\$	892.30	\$	(92.30)	111.54%
100-005-559000	Medical Expense/supplies	\$	-	\$	-	\$	-	\$	-	0.00%
	Personnel	\$	110,302.00	\$	13,718.68	\$	86,720.78	\$	23,581.22	78.62%
100-005-519000	Training And Education	\$	5,550.00	\$	-	\$	940.42	\$	4,609.58	16.94%
	Training & Education	\$	5,550.00	\$	-	\$	940.42	\$	4,609.58	16.94%
100-005-520200	Office Supplies	\$	600.00	\$	-	\$	304.20	\$	295.80	50.70%

100-005-520400	Postage	\$	200.00	\$	-	\$	98.64	\$	101.36	49.32%
100-005-529000	Equipment	\$	-	\$	-	\$	269.86	\$	(269.86)	0.00%
	Supplies & Materials	\$	800.00	\$	-	\$	672.70	\$	127.30	84.09%
100-005-518100	Liability Insurance Premiums	\$	651.00	\$	-	\$	735.90	\$	(84.90)	113.04%
100-005-524000	Lease/rental Of Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
100-005-534400	Equipment Repairs	\$	-	\$	-	\$	-	\$	-	0.00%
100-005-538000	Maintenance Agreements	\$	-	\$	-	\$	-	\$	-	0.00%
100-005-550300	Telephone	\$	480.00	\$	-	\$	-	\$	480.00	0.00%
100-005-551600	Dues And Subscriptions	\$	2,100.00	\$	378.00	\$	2,895.58	\$	(795.58)	137.88%
100-005-569000	Other Contractual Service	\$	3,820.00	\$	-	\$	2,553.45	\$	1,266.55	66.84%
100-005-597900	Employee Recognition	\$	2,000.00	\$	-	\$	1,690.59	\$	309.41	84.53%
100-005-599801	Computer Software	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	9,051.00	\$	378.00	\$	7,875.52	\$	1,175.48	87.01%
100-005-587100	Office Equipment & Furniture	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Outlay	\$	-	\$	-	\$	-	\$	-	0.00%
100-005-518700	Mileage	\$	300.00	\$	-	\$	256.69	\$	43.31	85.56%
100-005-551000	Printing And Publications	\$	2,000.00	\$	-	\$	1,489.73	\$	510.27	74.49%
100-005-554200	Meals Lodging	\$	-	\$	-	\$	-	\$	-	0.00%
100-005-599000	Miscellaneous	\$	2,000.00	\$	-	\$	-	\$	2,000.00	0.00%
100-005-599802	Computer Hardware	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	4,300.00	\$	-	\$	1,746.42	\$	2,553.58	40.61%
005	Personnel	\$	(130,003.00)	\$	(14,096.68)	\$	(97,955.84)	\$	(32,047.16)	75.35%
100-006-499800	Miscellaneous Receipts	\$	-	\$	0.55	\$	2.60	\$	(2.60)	0.00%
	Other Revenue	\$	-	\$	0.55	\$	2.60	\$	(2.60)	0.00%
100-006-511600	Salary: All Personnel	\$	88,661.00	\$	7,633.16	\$	58,167.08	\$	30,493.92	65.61%
100-006-515000	Overtime	\$	2,200.00	\$	-	\$	83.69	\$	2,116.31	3.80%
100-006-515500	Vacation Pay	\$	-	\$	1,251.39	\$	3,985.12	\$	(3,985.12)	0.00%
100-006-515600	Holiday Pay	\$	-	\$	1,611.59	\$	3,861.72	\$	(3,861.72)	0.00%
100-006-515800	Sick Pay	\$	-	\$	337.26	\$	1,930.94	\$	(1,930.94)	0.00%
100-006-517000	Oasdi/city Share 6.2%	\$	5,762.00	\$	646.47	\$	4,170.78	\$	1,591.22	72.38%
100-006-517001	Medicare/city Share 1.45%	\$	1,348.00	\$	151.43	\$	975.70	\$	372.30	72.38%
100-006-517401	IMRF	\$	9,833.00	\$	1,264.27	\$	6,662.89	\$	3,170.11	67.76%
100-006-518000	Group Insurance	\$	51,918.00	\$	2,872.02	\$	17,948.12	\$	33,969.88	34.57%
100-006-518200	Unemployment Insurance	\$	-	\$	-	\$	-	\$	-	0.00%
100-006-518300	Workers Comp Insurance	\$	3,750.00	\$	-	\$	892.30	\$	2,857.70	23.79%
100-006-559000	Medical Expense/supplies	\$	-	\$	-	\$	-	\$	-	0.00%
	Personnel	\$	163,472.00	\$	15,767.59	\$	98,678.34	\$	64,793.66	60.36%
100-006-519000	Training And Education	\$	11,000.00	\$	-	\$	1,512.50	\$	9,487.50	13.75%
	Training & Education	\$	11,000.00	\$	-	\$	1,512.50	\$	9,487.50	13.75%
100-006-520200	Office Supplies	\$	2,000.00	\$	239.64	\$	1,412.97	\$	587.03	70.65%
100-006-520400	Postage	\$	3,190.00	\$	290.40	\$	2,185.11	\$	1,004.89	68.50%
100-006-529000	Equipment	\$	500.00	\$	-	\$	89.99	\$	410.01	18.00%
	Supplies & Materials	\$	5,690.00	\$	530.04	\$	3,688.07	\$	2,001.93	64.82%
100-006-518100	Liability Insurance Premiums	\$	994.00	\$	600.00	\$	2,426.80	\$	(1,432.80)	244.14%
100-006-524000	Lease/rental Of Equipment	\$	-	\$	132.36	\$	500.00	\$	(500.00)	0.00%
100-006-534400	Equipment Repairs	\$	-	\$	-	\$	-	\$	-	0.00%
100-006-538000	Maintenance Agreements	\$	-	\$	31.25	\$	427.88	\$	(427.88)	0.00%
100-006-550300	Telephone	\$	900.00	\$	-	\$	75.00	\$	825.00	8.33%
100-006-551600	Dues And Subscriptions	\$	500.00	\$	-	\$	125.00	\$	375.00	25.00%
100-006-560100	Auditing Fees	\$	-	\$	-	\$	-	\$	-	0.00%
100-006-560800	Collection Agency Fees	\$	-	\$	-	\$	-	\$	-	0.00%
100-006-569000	Other Contractual Service	\$	-	\$	-	\$	177.24	\$	(177.24)	0.00%
100-006-599801	Computer Software	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	2,394.00	\$	763.61	\$	3,731.92	\$	(1,337.92)	155.89%

100-006-587100	Office Equipment & Furniture	\$	500.00	\$	-	\$	108.99	\$	391.01	21.80%
	Capital Outlay	\$	500.00	\$	-	\$	108.99	\$	391.01	21.80%
100-006-518700	Mileage	\$	-	\$	-	\$	619.10	\$	(619.10)	0.00%
100-006-551000	Printing And Publications	\$	5,000.00	\$	-	\$	3,149.58	\$	1,850.42	62.99%
100-006-554200	Meals Lodging	\$	-	\$	-	\$	-	\$	-	0.00%
100-006-599000	Miscellaneous	\$	2,000.00	\$	59.99	\$	323.04	\$	1,676.96	16.15%
100-006-599802	Computer Hardware	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	7,000.00	\$	59.99	\$	4,091.72	\$	2,908.28	58.45%
100-006-520900	Transfer To Tpccc	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers To Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
006	Finance	\$	(190,056.00)	\$	(17,120.68)	\$	(111,808.94)	\$	(78,247.06)	58.83%
100-007-499800	Miscellaneous Receipts	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Revenue	\$	-	\$	-	\$	-	\$	-	0.00%
100-007-511600	Salary: All Personnel	\$	43,822.00	\$	3,829.36	\$	27,431.85	\$	16,390.15	62.60%
100-007-515000	Overtime	\$	-	\$	-	\$	-	\$	-	0.00%
100-007-515500	Vacation Pay	\$	-	\$	457.05	\$	2,508.45	\$	(2,508.45)	0.00%
100-007-515600	Holiday Pay	\$	-	\$	505.65	\$	1,516.95	\$	(1,516.95)	0.00%
100-007-515800	Sick Pay	\$	-	\$	330.23	\$	1,138.63	\$	(1,138.63)	0.00%
100-007-517000	Oasdi/city Share 6.2%	\$	2,739.00	\$	307.55	\$	1,959.69	\$	779.31	71.55%
100-007-517001	Medicare/city Share 1.45%	\$	640.00	\$	71.93	\$	458.37	\$	181.63	71.62%
100-007-517401	IMRF	\$	4,792.00	\$	597.77	\$	3,191.31	\$	1,600.69	66.60%
100-007-518000	Group Insurance	\$	13,940.00	\$	1,172.80	\$	7,296.30	\$	6,643.70	52.34%
100-007-518200	Unemployment Insurance	\$	-	\$	-	\$	-	\$	-	0.00%
100-007-518300	Workers Comp Insurance	\$	1,211.00	\$	-	\$	892.30	\$	318.70	73.68%
100-007-554300	Uniforms And Tools	\$	150.00	\$	-	\$	-	\$	150.00	0.00%
100-007-557200	License And Inspection Fees	\$	-	\$	-	\$	-	\$	-	0.00%
100-007-559000	Medical Expense/supplies	\$	-	\$	-	\$	-	\$	-	0.00%
	Personnel	\$	67,294.00	\$	7,272.34	\$	46,393.85	\$	20,900.15	68.94%
100-007-519000	Training And Education	\$	7,000.00	\$	-	\$	105.00	\$	6,895.00	1.50%
	Training & Education	\$	7,000.00	\$	-	\$	105.00	\$	6,895.00	1.50%
100-007-520200	Office Supplies	\$	500.00	\$	-	\$	95.43	\$	404.57	19.09%
100-007-520400	Postage	\$	800.00	\$	6.35	\$	129.85	\$	670.15	16.23%
100-007-522000	Photographic Supplies	\$	-	\$	-	\$	-	\$	-	0.00%
100-007-522400	General Supplies	\$	100.00	\$	-	\$	100.19	\$	(0.19)	100.19%
100-007-529000	Equipment	\$	-	\$	-	\$	88.57	\$	(88.57)	0.00%
100-007-556100	Gasoline/diesel Fuel	\$	1,000.00	\$	109.75	\$	838.25	\$	161.75	83.83%
	Supplies & Materials	\$	2,400.00	\$	116.10	\$	1,252.29	\$	1,147.71	52.18%
100-007-518100	Liability Insurance Premiums	\$	-	\$	-	\$	815.90	\$	(815.90)	0.00%
100-007-524000	Lease/rental Of Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
100-007-534000	Automotive Expense	\$	200.00	\$	-	\$	369.80	\$	(169.80)	184.90%
100-007-534400	Equipment Repairs	\$	-	\$	-	\$	-	\$	-	0.00%
100-007-538000	Maintenance Agreements	\$	-	\$	-	\$	-	\$	-	0.00%
100-007-550300	Telephone	\$	1,800.00	\$	150.00	\$	1,350.00	\$	450.00	75.00%
100-007-551600	Dues And Subscriptions	\$	1,000.00	\$	-	\$	60.00	\$	940.00	6.00%
100-007-555000	Radio Expense	\$	-	\$	-	\$	-	\$	-	0.00%
100-007-561200	Engineering Fees	\$	-	\$	-	\$	-	\$	-	0.00%
100-007-569000	Other Contractual Service	\$	90,000.00	\$	15,181.75	\$	52,431.75	\$	37,568.25	58.26%
100-007-599801	Computer Software	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	93,000.00	\$	15,331.75	\$	55,027.45	\$	37,972.55	59.17%
100-007-587000	Machinery And Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
100-007-587100	Office Equipment & Furniture	\$	-	\$	-	\$	-	\$	-	0.00%
100-007-587500	Vehicles	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Outlay	\$	-	\$	-	\$	-	\$	-	0.00%
100-007-518700	Mileage	\$	-	\$	-	\$	-	\$	-	0.00%

100-007-551000	Printing And Publications	\$	-	\$	-	\$	-	\$	-	0.00%
100-007-554200	Meals Lodging	\$	-	\$	-	\$	-	\$	-	0.00%
100-007-593300	Lien Filing Fee	\$	-	\$	-	\$	-	\$	-	0.00%
100-007-599000	Miscellaneous	\$	2,000.00	\$	-	\$	-	\$	2,000.00	0.00%
100-007-599802	Computer Hardware	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	2,000.00	\$	-	\$	-	\$	2,000.00	0.00%
100-007-520231	Transfer To Sewerage Fund	\$	-	\$	-	\$	-	\$	-	0.00%
100-007-520240	Transfer To Motor Fuel	\$	-	\$	-	\$	-	\$	-	0.00%
100-007-520261	Transfer To Hud #2	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers To Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
007	Public Works	\$	(171,694.00)	\$	(22,720.19)	\$	(102,778.59)	\$	(68,915.41)	59.86%
100-008-499800	Miscellaneous Receipts	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Revenue	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-511600	Salary All Personnel	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-515000	Overtime	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-515500	Vacation Pay	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-515600	Holiday Pay	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-515800	Sick Pay	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-517000	Oasdi/city Share 6.2%	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-517001	Medicare/city Share 1.45%	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-517401	IMRF	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-518000	Group Insurance	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-518300	Worker's Comp Insurance	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-559000	Medical Expense/supplies	\$	-	\$	-	\$	-	\$	-	0.00%
	Personnel	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-519000	Training And Education	\$	-	\$	-	\$	-	\$	-	0.00%
	Training & Education	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-520200	Office supplies	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-520400	Postage	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-529000	Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
	Supplies & Materials	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-538000	Maintenance Agreements	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-560701	American Water Consumptn Rpts	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-560800	Collection Agency Fees	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-569000	Other Contractual Services	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-587100	Office Equipment & Furniture	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Outlay	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-551000	Printing And Publications	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-590600	Bank Charges	\$	-	\$	-	\$	-	\$	-	0.00%
100-008-593300	Lien Filing Fee	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	-	\$	-	\$	-	\$	-	0.00%
008	Utility Billing	\$	-	\$	-	\$	-	\$	-	0.00%
100-009-499800	Miscellaneous Receipts	\$	-	\$	-	\$	77,489.73	\$	(77,489.73)	0.00%
	Other Revenue	\$	-	\$	-	\$	77,489.73	\$	(77,489.73)	0.00%
100-009-511600	Salary: All Personnel	\$	85,658.00	\$	9,078.59	\$	74,401.11	\$	11,256.89	86.86%
100-009-515000	Overtime	\$	6,956.00	\$	-	\$	572.35	\$	6,383.65	8.23%
100-009-515500	Vacation Pay	\$	-	\$	654.88	\$	4,012.36	\$	(4,012.36)	0.00%
100-009-515600	Holiday Pay	\$	-	\$	765.59	\$	2,655.75	\$	(2,655.75)	0.00%
100-009-515800	Sick Pay	\$	-	\$	388.83	\$	1,435.31	\$	(1,435.31)	0.00%
100-009-517000	Oasdi/city Share 6.2%	\$	5,268.00	\$	641.73	\$	4,936.80	\$	331.20	93.71%
100-009-517001	Medicare/city Share 1.45%	\$	1,232.00	\$	150.12	\$	1,154.51	\$	77.49	93.71%

100-009-517401	IMRF	\$	9,219.00	\$	1,270.65	\$	8,085.44	\$	1,133.56	87.70%
100-009-518000	Group Insurance	\$	19,396.00	\$	2,681.48	\$	16,852.67	\$	2,543.33	86.89%
100-009-518200	Unemployment Insurance	\$	-	\$	-	\$	-	\$	-	0.00%
100-009-518300	Workers Comp Insurance	\$	604.00	\$	-	\$	892.30	\$	(288.30)	147.73%
100-009-559000	Medical Expense/supplies	\$	-	\$	-	\$	102.00	\$	(102.00)	0.00%
	Personnel	\$	128,333.00	\$	15,631.87	\$	115,100.60	\$	13,232.40	89.69%
100-009-519000	Training And Education	\$	11,700.00	\$	-	\$	8,983.07	\$	2,716.93	76.78%
	Training & Education	\$	11,700.00	\$	-	\$	8,983.07	\$	2,716.93	76.78%
100-009-520200	Office Supplies	\$	100.00	\$	59.33	\$	59.33	\$	40.67	59.33%
100-009-520400	Postage	\$	200.00	\$	-	\$	19.96	\$	180.04	9.98%
100-009-529000	Equipment	\$	400.00	\$	-	\$	205.28	\$	194.72	51.32%
	Supplies & Materials	\$	700.00	\$	59.33	\$	284.57	\$	415.43	40.65%
100-009-518100	Liability Insurance Premiums	\$	594.00	\$	-	\$	735.90	\$	(141.90)	123.89%
100-009-534400	Equipment Repairs	\$	500.00	\$	-	\$	-	\$	500.00	0.00%
100-009-538000	Maintenance Agreements	\$	437,089.44	\$	31,976.44	\$	358,807.11	\$	78,282.33	82.09%
100-009-550300	Telephone	\$	169,580.00	\$	26,769.32	\$	154,238.35	\$	15,341.65	90.95%
100-009-551600	Dues And Subscriptions	\$	340.00	\$	-	\$	1,333.73	\$	(993.73)	392.27%
100-009-569000	Other Contractual Service	\$	10,000.00	\$	-	\$	6,305.00	\$	3,695.00	63.05%
100-009-599801	Computer Software	\$	62,810.00	\$	-	\$	86,882.77	\$	(24,072.77)	138.33%
	Contractual Services	\$	680,913.44	\$	58,745.76	\$	608,302.86	\$	72,610.58	89.34%
100-009-587100	Office Equipment & Furniture	\$	-	\$	29.79	\$	602.17	\$	(602.17)	0.00%
	Capital Outlay	\$	-	\$	29.79	\$	602.17	\$	(602.17)	0.00%
100-009-518700	Mileage	\$	500.00	\$	-	\$	-	\$	500.00	0.00%
100-009-529500	AVL Equipment	\$	20,000.00	\$	5,208.75	\$	13,499.34	\$	6,500.66	67.50%
100-009-551000	Printing And Publications	\$	-	\$	-	\$	-	\$	-	0.00%
100-009-554200	Meals Lodging	\$	200.00	\$	-	\$	-	\$	200.00	0.00%
100-009-599000	Miscellaneous	\$	2,000.00	\$	-	\$	-	\$	2,000.00	0.00%
100-009-599802	Computer Hardware	\$	156,838.60	\$	10,675.46	\$	251,344.41	\$	(94,505.81)	160.26%
	Other Expenditures	\$	179,538.60	\$	15,884.21	\$	264,843.75	\$	(85,305.15)	147.51%
009	I.T.	\$	(1,001,185.04)	\$	(90,350.96)	\$	(920,627.29)	\$	(80,557.75)	91.95%
100-010-499800	Miscellaneous Receipts	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Revenue	\$	-	\$	-	\$	-	\$	-	0.00%
100-010-511600	Salary: All Personnel	\$	20,000.00	\$	1,269.21	\$	8,461.40	\$	11,538.60	42.31%
100-010-515000	Overtime	\$	-	\$	-	\$	-	\$	-	0.00%
100-010-515500	Vacation Pay	\$	-	\$	-	\$	-	\$	-	0.00%
100-010-515600	Holiday Pay	\$	-	\$	-	\$	-	\$	-	0.00%
100-010-515800	Sick Pay	\$	-	\$	-	\$	-	\$	-	0.00%
100-010-517000	Oasdi/city Share 6.2%	\$	1,240.00	\$	25.50	\$	25.50	\$	1,214.50	2.06%
100-010-517001	Medicare/city Share 1.45%	\$	290.00	\$	5.96	\$	5.96	\$	284.04	2.06%
100-010-517401	IMRF	\$	-	\$	49.37	\$	49.37	\$	(49.37)	0.00%
100-010-518000	Group Insurance	\$	-	\$	285.54	\$	1,846.51	\$	(1,846.51)	0.00%
100-010-518300	Workers Comp Insurance	\$	-	\$	-	\$	-	\$	-	0.00%
	Personnel	\$	21,530.00	\$	1,635.58	\$	10,388.74	\$	11,141.26	48.25%
100-010-519000	Training And Education	\$	-	\$	-	\$	-	\$	-	0.00%
	Training & Education	\$	-	\$	-	\$	-	\$	-	0.00%
100-010-520200	Office Supplies	\$	-	\$	-	\$	-	\$	-	0.00%
100-010-520400	Postage	\$	-	\$	-	\$	-	\$	-	0.00%
100-010-529000	Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
	Supplies & Materials	\$	-	\$	-	\$	-	\$	-	0.00%
100-010-518100	Liability Insurance Premiums	\$	-	\$	-	\$	-	\$	-	0.00%
100-010-551600	Dues And Subscriptions	\$	-	\$	-	\$	-	\$	-	0.00%
100-010-560100	Auditing Fees	\$	-	\$	-	\$	-	\$	-	0.00%
100-010-569000	Other Contractual Service	\$	1,000.00	\$	-	\$	-	\$	1,000.00	0.00%

	Contractual Services	\$	1,000.00	\$	-	\$	-	\$	1,000.00	0.00%
100-010-518700	Mileage	\$	-	\$	-	\$	-	\$	-	0.00%
100-010-551000	Printing And Publications	\$	-	\$	-	\$	-	\$	-	0.00%
100-010-599000	Miscellaneous	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	-	\$	-	\$	-	\$	-	0.00%
010	Treasurer	\$	(22,530.00)	\$	(1,635.58)	\$	(10,388.74)	\$	(12,141.26)	46.11%
100-032-410101	Re Tax Twp Levy-road & Br	\$	3,500.00	\$	-	\$	-	\$	3,500.00	0.00%
100-032-412001	Replacement P/p Tax - Twp	\$	10,200.00	\$	4,629.40	\$	26,577.75	\$	(16,377.75)	260.57%
100-032-414001	Local Use Gas Tax	\$	-	\$	-	\$	-	\$	-	0.00%
	Taxes	\$	13,700.00	\$	4,629.40	\$	26,577.75	\$	(12,877.75)	194.00%
100-032-435000	IDOT - State Routes Maint	\$	40,000.00	\$	11,323.69	\$	48,410.73	\$	(8,410.73)	121.03%
100-032-435200	Traffic Light Reimbursement	\$	10,000.00	\$	-	\$	29,098.34	\$	(19,098.34)	290.98%
100-032-442600	State Grants	\$	-	\$	-	\$	-	\$	-	0.00%
	Intergovernmental	\$	50,000.00	\$	11,323.69	\$	77,509.07	\$	(27,509.07)	155.02%
100-032-451800	50 / 50 Sidewalk Project	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-498900	Non Sufficient Funds Fee	\$	-	\$	-	\$	-	\$	-	0.00%
	Fees/Charges For Service	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-463500	Late Payment Penalty	\$	-	\$	-	\$	20.88	\$	(20.88)	0.00%
100-032-463600	Interest Charges	\$	-	\$	-	\$	(11.87)	\$	11.87	0.00%
100-032-494100	City Property Dmg Reimb	\$	10,000.00	\$	12,850.09	\$	18,093.36	\$	(8,093.36)	180.93%
	Fines And Forfeitures	\$	10,000.00	\$	12,850.09	\$	18,102.37	\$	(8,102.37)	181.02%
100-032-425200	Street Opening Permits	\$	100,000.00	\$	5,669.00	\$	112,264.40	\$	(12,264.40)	112.26%
100-032-425400	Curb Cuts	\$	-	\$	-	\$	-	\$	-	0.00%
	Licenses And Permits	\$	100,000.00	\$	5,669.00	\$	112,264.40	\$	(12,264.40)	112.26%
100-032-499400	Proceeds Of Auction	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-499404	Sale Of Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-499406	Sale Of Salt /FBOP, PCHS	\$	-	\$	-	\$	2,346.00	\$	(2,346.00)	0.00%
100-032-499800	Miscellaneous Receipts	\$	-	\$	499.80	\$	10,497.02	\$	(10,497.02)	0.00%
	Other Revenue	\$	-	\$	499.80	\$	12,843.02	\$	(12,843.02)	0.00%
100-032-440445	Transfer from Capital Project	\$	82,800.00	\$	-	\$	-	\$	82,800.00	0.00%
	Transfers From Other Funds	\$	82,800.00	\$	-	\$	-	\$	82,800.00	0.00%
100-032-511600	Salary: All Personnel	\$	468,137.36	\$	40,466.83	\$	300,921.35	\$	167,216.01	64.28%
100-032-514800	Yard Crew	\$	-	\$	-	\$	12,117.87	\$	(12,117.87)	0.00%
100-032-515000	Overtime	\$	65,000.00	\$	18,279.87	\$	49,451.27	\$	15,548.73	76.08%
100-032-515500	Vacation Pay	\$	-	\$	4,264.58	\$	37,106.94	\$	(37,106.94)	0.00%
100-032-515600	Holiday Pay	\$	-	\$	8,183.77	\$	21,756.29	\$	(21,756.29)	0.00%
100-032-515800	Sick Pay	\$	-	\$	968.66	\$	48,885.05	\$	(48,885.05)	0.00%
100-032-517000	Oasdi/city Share 6.2%	\$	31,506.00	\$	4,358.21	\$	28,547.50	\$	2,958.50	90.61%
100-032-517001	Medicare/city Share 1.45%	\$	7,368.00	\$	1,019.24	\$	6,676.42	\$	691.58	90.61%
100-032-517401	IMRF	\$	55,936.00	\$	8,421.52	\$	40,280.33	\$	15,655.67	72.01%
100-032-518000	Group Insurance	\$	291,997.00	\$	16,396.79	\$	105,781.35	\$	186,215.65	36.23%
100-032-518200	Unemployment Insurance	\$	-	\$	-	\$	881.00	\$	(881.00)	0.00%
100-032-518300	Workers Comp Insurance	\$	48,419.00	\$	-	\$	39,886.93	\$	8,532.07	82.38%
100-032-554300	Uniforms And Tools	\$	2,850.00	\$	99.26	\$	2,516.21	\$	333.79	88.29%
100-032-557200	License And Inspection Fe	\$	100.00	\$	45.00	\$	645.00	\$	(545.00)	645.00%
100-032-559000	Medical Expense/supplies	\$	-	\$	74.00	\$	1,179.31	\$	(1,179.31)	0.00%
	Personnel	\$	971,313.36	\$	102,577.73	\$	696,632.82	\$	274,680.54	71.72%
100-032-519000	Training And Education	\$	2,000.00	\$	-	\$	797.01	\$	1,202.99	39.85%
	Training & Education	\$	2,000.00	\$	-	\$	797.01	\$	1,202.99	39.85%
100-032-520200	Office Supplies	\$	500.00	\$	29.42	\$	314.17	\$	185.83	62.83%
100-032-520400	Postage	\$	175.00	\$	-	\$	5.80	\$	169.20	3.31%
100-032-522000	Photographic Supplies	\$	-	\$	-	\$	-	\$	-	0.00%

100-032-522400	General Supplies	\$	15,000.00	\$	297.77	\$	13,857.54	\$	1,142.46	92.38%
100-032-523000	Traffic/Street Signs & Marking	\$	-	\$	-	\$	689.59	\$	(689.59)	0.00%
100-032-529000	Equipment	\$	-	\$	1,027.81	\$	3,709.30	\$	(3,709.30)	0.00%
100-032-535000	Material And Hauling	\$	-	\$	-	\$	13,939.43	\$	(13,939.43)	0.00%
100-032-556100	Gasoline/diesel Fuel	\$	40,000.00	\$	5,665.25	\$	39,620.00	\$	380.00	99.05%
	Supplies & Materials	\$	55,675.00	\$	7,020.25	\$	72,135.83	\$	(16,460.83)	129.57%
100-032-518100	Liability Insurance Premiums	\$	21,042.00	\$	-	\$	19,867.00	\$	1,175.00	94.42%
100-032-524000	Lease/rental Of Equipment	\$	9,000.00	\$	4,776.00	\$	11,688.45	\$	(2,688.45)	129.87%
100-032-532000	Electronic Equipment Main	\$	20,000.00	\$	-	\$	4,902.32	\$	15,097.68	24.51%
100-032-534000	Automotive Expense	\$	65,000.00	\$	14,298.33	\$	90,603.39	\$	(25,603.39)	139.39%
100-032-534400	Equipment Repairs	\$	88,000.00	\$	23,680.12	\$	68,339.17	\$	19,660.83	77.66%
100-032-534900	Sidewalk Renovation / Ins	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-536000	Tree Removal / Replacemen	\$	75,000.00	\$	30,419.00	\$	134,077.00	\$	(59,077.00)	178.77%
100-032-536300	Snow Removal - Salt & Chemical	\$	-	\$	-	\$	121,660.38	\$	(121,660.38)	0.00%
100-032-538000	Maintenance Agreements	\$	200.00	\$	22.29	\$	1,150.97	\$	(950.97)	575.49%
100-032-550100	Utilities	\$	12,500.00	\$	783.81	\$	8,176.99	\$	4,323.01	65.42%
100-032-550300	Telephone	\$	6,273.00	\$	133.70	\$	865.15	\$	5,407.85	13.79%
100-032-550500	Electricity For Street Li	\$	135,000.00	\$	20,966.03	\$	16,958.10	\$	118,041.90	12.56%
100-032-550600	Electricity For Signal Li	\$	20,000.00	\$	112.63	\$	7,389.58	\$	12,610.42	36.95%
100-032-551600	Dues And Subscriptions	\$	4,000.00	\$	-	\$	4,924.75	\$	(924.75)	123.12%
100-032-555000	Radio Expense	\$	-	\$	-	\$	1,166.68	\$	(1,166.68)	0.00%
100-032-557300	Epa Permits	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-559900	Receivable Charge Off	\$	-	\$	-	\$	9,869.58	\$	(9,869.58)	0.00%
100-032-560500	Consulting Services	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-561000	Attorney fees	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-561200	Engineering Fees	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-561300	Testing Fees	\$	1,000.00	\$	-	\$	1,704.20	\$	(704.20)	170.42%
100-032-561301	Testing - Street Maintena	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-564100	Drainage Improvements	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-569000	Other Contractual Service	\$	8,000.00	\$	-	\$	3,912.70	\$	4,087.30	48.91%
100-032-569001	Street Maintenance	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-599801	Computer Software	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	465,015.00	\$	95,191.91	\$	507,256.41	\$	(42,241.41)	109.08%
100-032-580200	Purchase Of Property	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-580201	Land Improvements	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-580500	Street Construction	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-580501	Street Repair	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-580600	Sewer Construction	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-587000	Machinery & Equipment	\$	-	\$	-	\$	65,804.00	\$	(65,804.00)	0.00%
100-032-587001	Lease/Purchase of Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-587100	Office Equipment & Furniture	\$	-	\$	-	\$	199.59	\$	(199.59)	0.00%
100-032-587500	Vehicles	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Outlay	\$	-	\$	-	\$	66,003.59	\$	(66,003.59)	0.00%
100-032-518700	Mileage	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-551000	Printing And Publications	\$	400.00	\$	298.50	\$	400.50	\$	(0.50)	100.13%
100-032-554200	Meals Lodging	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-590600	Bank Charges	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-599000	Miscellaneous	\$	5,000.00	\$	-	\$	459.08	\$	4,540.92	9.18%
100-032-599802	Computer Hardware	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-599900	Depreciation Expense	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	5,400.00	\$	298.50	\$	859.58	\$	4,540.42	15.92%
100-032-520100	Transfer To General Fund	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-520231	Transfer To Sewerage Fund	\$	-	\$	-	\$	-	\$	-	0.00%
100-032-520900	Transfer To Tpccc	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers To Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
032	Street Dept	\$	(1,242,903.36)	\$	(170,116.41)	\$	(1,096,388.63)	\$	(146,514.73)	88.21%
100-034-437300	SOI - Training Reimbursem	\$	-	\$	-	\$	-	\$	-	0.00%
100-034-442500	Federal Grants	\$	-	\$	-	\$	-	\$	-	0.00%

100-034-442600	State Grants	\$ -	\$ -	\$ -	\$ -	0.00%
100-034-442700	County Grants	\$ 7,500.00	\$ -	\$ 2,500.00	\$ 5,000.00	33.33%
	Intergovernmental	\$ 7,500.00	\$ -	\$ 2,500.00	\$ 5,000.00	33.33%
100-034-451000	Copy Money/Accidents etc	\$ 250.00	\$ 10.00	\$ 30.00	\$ 220.00	12.00%
100-034-454001	Fire Protection - Normandale	\$ -	\$ -	\$ -	\$ -	0.00%
100-034-454002	Fire Protection - Brush Hill	\$ 181,500.00	\$ 175,929.26	\$ 175,929.26	\$ 5,570.74	96.93%
100-034-454003	Fire Protection - Powerton	\$ 339,153.00	\$ 86,844.83	\$ 260,534.50	\$ 78,618.50	76.82%
100-034-454100	Hazardous Waste Cleanup	\$ 2,500.00	\$ -	\$ 204.00	\$ 2,296.00	8.16%
100-034-454200	Non Resident Rescue Fees	\$ 5,000.00	\$ -	\$ 825.00	\$ 4,175.00	16.50%
100-034-454300	Hydrant Flushing	\$ 350.00	\$ -	\$ 330.00	\$ 20.00	94.29%
100-034-454400	Overtime Reimbursements	\$ -	\$ -	\$ -	\$ -	0.00%
100-034-454600	CPR Training Fees	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.00%
100-034-454700	Sprinkler Fees	\$ 1,500.00	\$ -	\$ 300.00	\$ 1,200.00	20.00%
100-034-454800	AMT Transport Assist	\$ 3,000.00	\$ 300.00	\$ 2,400.00	\$ 600.00	80.00%
100-034-455005	AMT Franchise	\$ 137,000.00	\$ 5,315.26	\$ 47,578.06	\$ 89,421.94	34.73%
	Fees/Charges For Service	\$ 671,753.00	\$ 268,399.35	\$ 488,130.82	\$ 183,622.18	72.67%
100-034-464100	False Alarm Fee	\$ 250.00	\$ -	\$ -	\$ 250.00	0.00%
100-034-494100	City Property Dmg Reimb	\$ -	\$ -	\$ -	\$ -	0.00%
	Fines And Forfeitures	\$ 250.00	\$ -	\$ -	\$ 250.00	0.00%
100-034-493002	Fire Prevention Contribut	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
100-034-493600	Training Reimbursements	\$ 14,000.00	\$ -	\$ 13,062.19	\$ 937.81	93.30%
100-034-499400	Proceeds Of Auction	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.00%
100-034-499404	Sale Of Equipment	\$ -	\$ -	\$ -	\$ -	0.00%
100-034-499800	Miscellaneous Receipts	\$ -	\$ -	\$ 28,443.53	\$ (28,443.53)	0.00%
	Other Revenue	\$ 16,500.00	\$ -	\$ 41,505.72	\$ (25,005.72)	251.55%
100-034-511600	Salary: All Personnel	\$ 4,365,564.00	\$ 415,867.75	\$ 2,825,724.30	\$ 1,539,839.70	64.73%
100-034-515000	Overtime	\$ 300,000.00	\$ 42,016.15	\$ 293,087.78	\$ 6,912.22	97.70%
100-034-515200	Longevity Pay	\$ -	\$ -	\$ -	\$ -	0.00%
100-034-515400	Education Pay	\$ -	\$ -	\$ -	\$ -	0.00%
100-034-515500	Vacation Pay	\$ -	\$ 49,961.89	\$ 270,308.36	\$ (270,308.36)	0.00%
100-034-515600	Holiday Pay	\$ 215,555.00	\$ 5,361.27	\$ 116,208.00	\$ 99,347.00	53.91%
100-034-515800	Sick Pay	\$ -	\$ 10,078.18	\$ 73,691.72	\$ (73,691.72)	0.00%
100-034-515900	Injury Pay	\$ -	\$ 15,010.71	\$ 49,624.16	\$ (49,624.16)	0.00%
100-034-517000	Oasdi/city Share 6.2%	\$ 3,094.00	\$ 467.57	\$ 4,594.71	\$ (1,500.71)	148.50%
100-034-517001	Medicare/city Share 1.45%	\$ 63,301.00	\$ 7,586.80	\$ 50,968.23	\$ 12,332.77	80.52%
100-034-517401	IMRF	\$ 5,257.00	\$ 967.27	\$ 7,728.77	\$ (2,471.77)	147.02%
100-034-517403	Employer Pension Contributions	\$ -	\$ -	\$ -	\$ -	0.00%
100-034-518000	Group Insurance	\$ 1,453,456.00	\$ 97,643.57	\$ 847,276.13	\$ 606,179.87	58.29%
100-034-518200	Unemployment Insurance	\$ -	\$ -	\$ -	\$ -	0.00%
100-034-518300	Workers Comp Insurance	\$ 260,563.00	\$ -	\$ 196,093.10	\$ 64,469.90	75.26%
100-034-518900	Uniform Allowance	\$ 33,600.00	\$ 267.65	\$ 1,548.70	\$ 32,051.30	4.61%
100-034-554300	Uniform & Tool Allowance	\$ -	\$ -	\$ 910.15	\$ (910.15)	0.00%
100-034-557200	License And Inspection Fe	\$ 1,000.00	\$ 93.00	\$ 2,958.20	\$ (1,958.20)	295.82%
100-034-559000	Medical Expense/supplies	\$ 17,000.00	\$ -	\$ -	\$ 17,000.00	0.00%
	Personnel	\$ 6,718,390.00	\$ 645,321.81	\$ 4,740,722.31	\$ 1,977,667.69	70.56%
100-034-519000	Training And Education	\$ 63,550.00	\$ 9,503.38	\$ 54,313.40	\$ 9,236.60	85.47%
	Training & Education	\$ 63,550.00	\$ 9,503.38	\$ 54,313.40	\$ 9,236.60	85.47%
100-034-520200	Office Supplies	\$ 2,812.00	\$ -	\$ 2,216.79	\$ 595.21	78.83%
100-034-520400	Postage	\$ 350.00	\$ 35.21	\$ 119.69	\$ 230.31	34.20%
100-034-522000	Photographic Supplies	\$ 150.00	\$ -	\$ -	\$ 150.00	0.00%
100-034-522400	General Supplies	\$ 15,000.00	\$ 1,549.32	\$ 10,353.00	\$ 4,647.00	69.02%
100-034-522500	Emergency Medical Supplie	\$ 35,000.00	\$ 2,724.83	\$ 13,731.81	\$ 21,268.19	39.23%
100-034-529000	Equipment	\$ 68,875.00	\$ 4,202.43	\$ 20,248.57	\$ 48,626.43	29.40%
100-034-556100	Gasoline/diesel Fuel	\$ 25,000.00	\$ 2,318.00	\$ 21,102.77	\$ 3,897.23	84.41%
	Supplies & Materials	\$ 147,187.00	\$ 10,829.79	\$ 67,772.63	\$ 79,414.37	46.05%
100-034-518100	Liability Insurance Premiums	\$ 113,144.00	\$ -	\$ 111,260.00	\$ 1,884.00	98.33%
100-034-520905	Public Safety Dispatching Fee	\$ 179,000.00	\$ -	\$ 145,624.25	\$ 33,375.75	81.35%

100-034-524000	Lease/rental Of Equipment	\$ 850.00	\$ 567.73	\$ 2,629.64	\$ (1,779.64)	309.37%
100-034-534000	Automotive Expense	\$ 100,000.00	\$ 5,006.91	\$ 49,404.90	\$ 50,595.10	49.40%
100-034-534200	Buildings & Grounds Maintenan	\$ 1,000.00	\$ 16.04	\$ 5,687.30	\$ (4,687.30)	568.73%
100-034-534400	Equipment Repairs	\$ 12,500.00	\$ 3.90	\$ 7,879.57	\$ 4,620.43	63.04%
100-034-538000	Maintenance Agreements	\$ 4,150.00	\$ 3.43	\$ 2,224.30	\$ 1,925.70	53.60%
100-034-550100	Utilities	\$ 33,000.00	\$ 1,656.93	\$ 24,163.49	\$ 8,836.51	73.22%
100-034-550300	Telephone	\$ -	\$ 179.57	\$ 252.16	\$ (252.16)	0.00%
100-034-551600	Dues And Subscriptions	\$ 2,500.00	\$ 125.00	\$ 969.00	\$ 1,531.00	38.76%
100-034-555000	Radio Expense	\$ 20,000.00	\$ 763.88	\$ 8,819.56	\$ 11,180.44	44.10%
100-034-559900	Receivable Charge Off	\$ -	\$ -	\$ -	\$ -	0.00%
100-034-569000	Other Contractual Service	\$ 2,000.00	\$ -	\$ 1,915.00	\$ 85.00	95.75%
100-034-592605	Bike Program	\$ -	\$ -	\$ -	\$ -	0.00%
100-034-592800	Polygraph Exam	\$ -	\$ -	\$ -	\$ -	0.00%
100-034-598000	Fire Prevention	\$ 2,000.00	\$ -	\$ 1,210.00	\$ 790.00	60.50%
100-034-598100	Public Relations	\$ 750.00	\$ -	\$ 544.12	\$ 205.88	72.55%
100-034-599801	Computer Software	\$ -	\$ -	\$ 1,210.87	\$ (1,210.87)	0.00%
	Contractual Services	\$ 470,894.00	\$ 8,323.39	\$ 363,794.16	\$ 107,099.84	77.26%
100-034-587000	Machinery And Equipment	\$ -	\$ -	\$ -	\$ -	0.00%
100-034-587001	Lease / Purchase Equipmen	\$ -	\$ -	\$ -	\$ -	0.00%
100-034-587100	Office Equipment & Furniture	\$ 600.00	\$ -	\$ -	\$ 600.00	0.00%
100-034-587500	Vehicles	\$ -	\$ -	\$ -	\$ -	0.00%
	Capital Outlay	\$ 600.00	\$ -	\$ -	\$ 600.00	0.00%
100-034-518700	Mileage	\$ -	\$ -	\$ -	\$ -	0.00%
100-034-551000	Printing And Publications	\$ 850.00	\$ -	\$ 148.00	\$ 702.00	17.41%
100-034-554200	Meals Lodging	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.00%
100-034-599000	Miscellaneous	\$ 2,000.00	\$ -	\$ 187.42	\$ 1,812.58	9.37%
100-034-599802	Computer Hardware	\$ 3,000.00	\$ 861.61	\$ 2,058.33	\$ 941.67	68.61%
100-034-599900	Depreciation Expense	\$ -	\$ -	\$ -	\$ -	0.00%
	Other Expenditures	\$ 7,350.00	\$ 861.61	\$ 2,393.75	\$ 4,956.25	32.57%
034	Fire Dept	\$ (6,711,968.00)	\$ (406,440.63)	\$ (4,696,859.71)	\$ (2,015,108.29)	69.98%
100-068-435100	Iepa - Air Monitoring Reimburs	\$ -	\$ -	\$ 300.00	\$ (300.00)	0.00%
100-068-442600	State Grants	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-442700	County Grants	\$ -	\$ -	\$ -	\$ -	0.00%
	Intergovernmental	\$ -	\$ -	\$ 300.00	\$ (300.00)	0.00%
100-068-494100	City Property Dmg Reimb	\$ -	\$ -	\$ -	\$ -	0.00%
	Fines And Forfeitures	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-491000	Rental Of Municipal Property	\$ 230,000.00	\$ 14,895.06	\$ 188,143.72	\$ 41,856.28	81.80%
100-068-491500	Sale Of Municipal Property	\$ -	\$ -	\$ 3,165.13	\$ (3,165.13)	0.00%
100-068-499800	Miscellaneous Receipts	\$ -	\$ -	\$ -	\$ -	0.00%
	Other Revenue	\$ 230,000.00	\$ 14,895.06	\$ 191,308.85	\$ 38,691.15	83.18%
100-068-511600	Salary: All Personnel	\$ 118,752.00	\$ 4,442.79	\$ 33,077.26	\$ 85,674.74	27.85%
100-068-514600	Wages Yard Crew	\$ 68,076.00	\$ 3,727.23	\$ 70,018.99	\$ (1,942.99)	102.85%
100-068-515000	Overtime	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
100-068-515500	Vacation Pay	\$ -	\$ 158.60	\$ 555.10	\$ (555.10)	0.00%
100-068-515600	Holiday Pay	\$ -	\$ 1,119.68	\$ 1,674.00	\$ (1,674.00)	0.00%
100-068-515800	Sick Pay	\$ -	\$ 674.05	\$ 2,676.38	\$ (2,676.38)	0.00%
100-068-517000	Oasdi/city Share 6.2%	\$ 11,645.00	\$ 626.10	\$ 6,633.66	\$ 5,011.34	56.97%
100-068-517001	Medicare/city Share 1.45%	\$ 2,724.00	\$ 146.45	\$ 1,551.61	\$ 1,172.39	56.96%
100-068-517401	IMRF	\$ 19,872.00	\$ 684.02	\$ 3,643.71	\$ 16,228.29	18.34%
100-068-518000	Group Insurance	\$ 41,587.00	\$ 207.56	\$ 4,389.67	\$ 37,197.33	10.56%
100-068-518200	Unemployment Insurance	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-518300	Workers Comp Insurance	\$ 2,317.00	\$ -	\$ 1,943.82	\$ 373.18	83.89%
100-068-554300	Uniforms And Tools	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-557200	License And Inspection Fees	\$ 500.00	\$ -	\$ 75.00	\$ 425.00	15.00%
100-068-559000	Medical Expense/supplies	\$ -	\$ -	\$ 784.80	\$ (784.80)	0.00%
	Personnel	\$ 266,473.00	\$ 11,786.48	\$ 127,024.00	\$ 139,449.00	47.67%

100-068-519000	Training And Education	\$ -	\$ -	\$ -	\$ -	0.00%
	Training & Education	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-520200	Office Supplies	\$ 150.00	\$ -	\$ -	\$ 150.00	0.00%
100-068-520400	Postage	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-522000	Photographic Supplies	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-522400	General Supplies	\$ 20,000.00	\$ 126.74	\$ 6,169.39	\$ 13,830.61	30.85%
100-068-529000	Equipment	\$ 5,000.00	\$ -	\$ 1,242.99	\$ 3,757.01	24.86%
100-068-556100	Gasoline/diesel Fuel	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
	Supplies & Materials	\$ 25,650.00	\$ 126.74	\$ 7,412.38	\$ 18,237.62	28.90%
100-068-518100	Liability Insurance Premiums	\$ 1,493.00	\$ -	\$ 1,545.00	\$ (52.00)	103.48%
100-068-523200	Riverfront Park/Pier	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-524000	Lease/rental Of Equipment	\$ 3,000.00	\$ -	\$ 9,644.84	\$ (6,644.84)	321.49%
100-068-534000	Automotive Expense	\$ 10,000.00	\$ 65.00	\$ 7,849.02	\$ 2,150.98	78.49%
100-068-534200	Buildings And Grounds Rep	\$ 125,000.00	\$ 7,737.75	\$ 31,268.15	\$ 93,731.85	25.01%
100-068-534400	Equipment Repairs	\$ 15,000.00	\$ -	\$ 9,158.24	\$ 5,841.76	61.05%
100-068-535200	Parking Lot Maintenance A	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-536300	Snow Removal - Salt	\$ 10,000.00	\$ 1,500.00	\$ 2,450.00	\$ 7,550.00	24.50%
100-068-538000	Maintenance Agreements	\$ 750.00	\$ -	\$ 2,090.22	\$ (1,340.22)	278.70%
100-068-550100	Utilities	\$ 100,000.00	\$ 4,474.18	\$ 58,906.14	\$ 41,093.86	58.91%
100-068-550300	Telephone	\$ 450.00	\$ -	\$ -	\$ 450.00	0.00%
100-068-551600	Dues And Subscriptions	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-555000	Radio Expense	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-559900	Receivable Charge Off	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-560500	Consulting Services	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-561000	Legal Fees	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-561200	Engineering Fees	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-562500	Demolition	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-566600	Pest Control	\$ 3,000.00	\$ 185.00	\$ 1,515.00	\$ 1,485.00	50.50%
100-068-569000	Other Contractual Service	\$ 40,000.00	\$ 2,506.29	\$ 10,171.41	\$ 29,828.59	25.43%
	Contractual Services	\$ 308,693.00	\$ 16,468.22	\$ 134,598.02	\$ 174,094.98	43.60%
100-068-580200	Purchase Of Property	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-580201	Land Improvements	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-580400	Building Purchase/construction	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-580401	Building Repair	\$ -	\$ -	\$ 1,872.00	\$ (1,872.00)	0.00%
100-068-584009	General Public Improvements	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-587000	Machinery And Equipment	\$ 10,000.00	\$ 18,620.46	\$ 18,620.46	\$ (8,620.46)	186.20%
100-068-587001	Lease/Purchase Equipment	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-587100	Office Equipment & Furniture	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-587500	Vehicles	\$ -	\$ -	\$ -	\$ -	0.00%
	Capital Outlay	\$ 10,000.00	\$ 18,620.46	\$ 20,492.46	\$ (10,492.46)	204.92%
100-068-518700	Mileage	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-551000	Printing And Publications	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-554200	Meals Lodging	\$ -	\$ -	\$ -	\$ -	0.00%
100-068-590300	Real Estate Tax Expense	\$ 1,500.00	\$ -	\$ 5,485.76	\$ (3,985.76)	365.72%
100-068-599000	Miscellaneous	\$ 7,500.00	\$ -	\$ -	\$ 7,500.00	0.00%
	Other Expenditures	\$ 9,000.00	\$ -	\$ 5,485.76	\$ 3,514.24	60.95%
068	Public Property	\$ (389,816.00)	\$ (32,106.84)	\$ (103,403.77)	\$ (286,412.23)	26.53%
100-760-437100	School Reimbursements	\$ 48,000.00	\$ -	\$ 39,994.48	\$ 8,005.52	83.32%
100-760-437200	SOI-Police Training Reimb	\$ -	\$ -	\$ -	\$ -	0.00%
100-760-442500	Federal Grants	\$ -	\$ -	\$ -	\$ -	0.00%
100-760-442600	State Grants	\$ 12,000.00	\$ -	\$ 17,449.52	\$ (5,449.52)	145.41%
	Intergovernmental	\$ 60,000.00	\$ -	\$ 57,444.00	\$ 2,556.00	95.74%
100-760-450800	Fingerprint Fees	\$ 3,000.00	\$ 30.00	\$ 1,485.00	\$ 1,515.00	49.50%
100-760-451000	Copy Money/Accidents etc	\$ -	\$ 636.00	\$ 14,789.66	\$ (14,789.66)	0.00%
100-760-451100	Parking Meter Collections	\$ 14,000.00	\$ -	\$ -	\$ 14,000.00	0.00%
100-760-451101	Rentals - Parking Lots	\$ 8,000.00	\$ 300.00	\$ 2,700.00	\$ 5,300.00	33.75%
100-760-454400	Overtime Reimbursements	\$ 52,000.00	\$ 9,438.82	\$ 47,813.28	\$ 4,186.72	91.95%

100-760-454800	Bassett Training	\$	-	\$	-	\$	-	\$	-	0.00%
100-760-464700	E Citation Fees	\$	2,000.00	\$	135.42	\$	1,393.12	\$	606.88	69.66%
100-760-498900	Non Sufficient Funds Fee	\$	-	\$	-	\$	-	\$	-	0.00%
	Fees/Charges For Service	\$	79,000.00	\$	10,540.24	\$	68,181.06	\$	10,818.94	86.31%
100-760-460100	Cir Clk/States Atty	\$	150,000.00	\$	9,364.66	\$	134,930.90	\$	15,069.10	89.95%
100-760-460200	Municipal Ordinance Violations	\$	100,000.00	\$	3,627.51	\$	43,801.62	\$	56,198.38	43.80%
100-760-460300	Warrants	\$	1,500.00	\$	420.00	\$	4,270.00	\$	(2,770.00)	284.67%
100-760-463700	Liquor Fines	\$	-	\$	-	\$	-	\$	-	0.00%
100-760-463800	Tobacco Fines	\$	-	\$	-	\$	-	\$	-	0.00%
100-760-464000	Parking Tickets	\$	30,000.00	\$	994.93	\$	23,411.66	\$	6,588.34	78.04%
100-760-464100	False Alarm Fee	\$	2,500.00	\$	975.00	\$	3,175.00	\$	(675.00)	127.00%
100-760-464300	Seizures And Forfeitures	\$	-	\$	-	\$	932.00	\$	(932.00)	0.00%
100-760-464400	Dui Surcharge	\$	12,000.00	\$	886.88	\$	10,403.95	\$	1,596.05	86.70%
100-760-464500	Towing/Storage/Impound Fees	\$	-	\$	-	\$	-	\$	-	0.00%
100-760-464600	Court Supervision Fines	\$	13,000.00	\$	145.94	\$	5,723.04	\$	7,276.96	44.02%
100-760-494100	Restitution	\$	500.00	\$	-	\$	-	\$	500.00	0.00%
	Fines And Forfeitures	\$	309,500.00	\$	16,414.92	\$	226,648.17	\$	82,851.83	73.23%
100-760-450700	Rental Property Registration	\$	6,000.00	\$	(40.00)	\$	6,410.00	\$	(410.00)	106.83%
	Licenses And Permits	\$	6,000.00	\$	(40.00)	\$	6,410.00	\$	(410.00)	106.83%
100-760-493001	Crime Prevention Contributions	\$	-	\$	-	\$	-	\$	-	0.00%
100-760-493100	Dare Program	\$	-	\$	-	\$	-	\$	-	0.00%
100-760-493500	Canine Unit Contributions	\$	-	\$	-	\$	-	\$	-	0.00%
100-760-493700	Bike Program Contribution	\$	-	\$	-	\$	-	\$	-	0.00%
100-760-493900	Sex Offender Registration	\$	2,500.00	\$	290.00	\$	(245.00)	\$	2,745.00	-9.80%
100-760-494000	State Iron Eagle Revenue	\$	6,000.00	\$	14.47	\$	4,396.91	\$	1,603.09	73.28%
100-760-494001	Federal Iron Eagle Revenue	\$	40,000.00	\$	-	\$	10,320.70	\$	29,679.30	25.80%
100-760-494200	Range Instructor Reimbursement	\$	-	\$	-	\$	-	\$	-	0.00%
100-760-494300	Explorer	\$	-	\$	-	\$	-	\$	-	0.00%
100-760-499400	Proceeds Of Auction	\$	-	\$	-	\$	-	\$	-	0.00%
100-760-499403	Unclaimed Evidence	\$	-	\$	-	\$	1,790.96	\$	(1,790.96)	0.00%
100-760-499404	Sale Of Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
100-760-499600	Sale Of Vehicles	\$	-	\$	-	\$	3,915.00	\$	(3,915.00)	0.00%
100-760-499800	Miscellaneous Receipts	\$	-	\$	12,318.12	\$	12,390.08	\$	(12,390.08)	0.00%
100-760-499802	Cash Over/short	\$	-	\$	-	\$	(5.00)	\$	5.00	0.00%
	Other Revenue	\$	48,500.00	\$	12,622.59	\$	32,563.65	\$	15,936.35	67.14%
760	Police Revenue	\$	503,000.00	\$	39,537.75	\$	391,246.88	\$	111,753.12	77.78%
100-761-499800	Miscellaneous Receipts	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Revenue	\$	-	\$	-	\$	-	\$	-	0.00%
100-761-511600	Salary: All Personnel	\$	3,431,330.00	\$	296,452.99	\$	1,993,327.72	\$	1,438,002.28	58.09%
100-761-515000	Overtime	\$	240,000.00	\$	30,771.50	\$	174,076.20	\$	65,923.80	72.53%
100-761-515500	Vacation Pay	\$	-	\$	32,827.53	\$	193,694.86	\$	(193,694.86)	0.00%
100-761-515600	Holiday Pay	\$	125,884.00	\$	6,251.50	\$	109,646.76	\$	16,237.24	87.10%
100-761-515800	Sick Pay	\$	-	\$	9,297.63	\$	58,059.30	\$	(58,059.30)	0.00%
100-761-515900	Injury Pay	\$	-	\$	3,448.89	\$	6,426.90	\$	(6,426.90)	0.00%
100-761-517000	Oasdi/city Share 6.2%	\$	3,138.00	\$	681.99	\$	4,391.39	\$	(1,253.39)	139.94%
100-761-517001	Medicare/city Share 1.45%	\$	49,754.00	\$	5,380.41	\$	36,498.96	\$	13,255.04	73.36%
100-761-517401	IMRF	\$	5,252.00	\$	1,327.53	\$	7,155.88	\$	(1,903.88)	136.25%
100-761-517403	Employer Pension Contributions	\$	-	\$	-	\$	-	\$	-	0.00%
100-761-518000	Group Insurance	\$	1,268,263.00	\$	75,819.77	\$	626,189.12	\$	642,073.88	49.37%
100-761-518200	Unemployment Insurance	\$	-	\$	-	\$	4,158.00	\$	(4,158.00)	0.00%
100-761-518300	Workers Comp Insurance	\$	262,900.00	\$	-	\$	205,107.52	\$	57,792.48	78.02%
100-761-518900	Uniform Allowance	\$	46,000.00	\$	1,350.40	\$	56,928.52	\$	(10,928.52)	123.76%
100-761-554300	Tools & Uniforms	\$	-	\$	-	\$	-	\$	-	0.00%
100-761-557200	License And Inspection Fees	\$	-	\$	361.99	\$	1,891.97	\$	(1,891.97)	0.00%
100-761-559000	Medical Expense/supplies	\$	-	\$	-	\$	748.00	\$	(748.00)	0.00%
	Personnel	\$	5,432,521.00	\$	463,972.13	\$	3,478,301.10	\$	1,954,219.90	64.03%
100-761-519000	Training And Education	\$	65,000.00	\$	814.85	\$	28,031.36	\$	36,968.64	43.13%

	Training & Education	\$	65,000.00	\$	814.85	\$	28,031.36	\$	36,968.64	43.13%
100-761-520200	Office Supplies	\$	2,800.00	\$	432.48	\$	3,018.21	\$	(218.21)	107.79%
100-761-520201	Live-scan Deposit Account	\$	1,700.00	\$	-	\$	-	\$	1,700.00	0.00%
100-761-520400	Postage	\$	1,050.00	\$	122.14	\$	1,210.24	\$	(160.24)	115.26%
100-761-522000	Photographic Supplies	\$	500.00	\$	-	\$	-	\$	500.00	0.00%
100-761-522400	General Supplies	\$	3,700.00	\$	146.57	\$	2,162.95	\$	1,537.05	58.46%
100-761-525000	Police Ammunition	\$	17,100.00	\$	-	\$	522.26	\$	16,577.74	3.05%
100-761-529000	Equipment	\$	35,000.00	\$	561.90	\$	3,050.20	\$	31,949.80	8.71%
100-761-556100	Gasoline/diesel Fuel	\$	75,000.00	\$	7,460.68	\$	60,246.56	\$	14,753.44	80.33%
	Supplies & Materials	\$	136,850.00	\$	8,723.77	\$	70,210.42	\$	66,639.58	51.30%
100-761-518100	Liability Insurance Premiums	\$	108,146.00	\$	-	\$	97,365.00	\$	10,781.00	90.03%
100-761-520905	Public Safety Dispatching Fee	\$	798,427.00	\$	-	\$	566,190.00	\$	232,237.00	70.91%
100-761-524000	Lease/rental Of Equipment	\$	5,000.00	\$	132.36	\$	500.00	\$	4,500.00	10.00%
100-761-534000	Automotive Expense	\$	62,800.00	\$	12,771.62	\$	89,399.97	\$	(26,599.97)	142.36%
100-761-534101	Vehicle Towage	\$	500.00	\$	-	\$	880.00	\$	(380.00)	176.00%
100-761-534400	Equipment Repairs	\$	3,000.00	\$	24.08	\$	24.08	\$	2,975.92	0.80%
100-761-538000	Maintenance Agreements	\$	-	\$	397.39	\$	1,063.47	\$	(1,063.47)	0.00%
100-761-550100	Utilities	\$	-	\$	-	\$	-	\$	-	0.00%
100-761-550300	Telephone	\$	-	\$	-	\$	-	\$	-	0.00%
100-761-551600	Dues And Subscriptions	\$	10,000.00	\$	1,314.00	\$	12,402.50	\$	(2,402.50)	124.03%
100-761-555000	Radio Expense	\$	28,000.00	\$	2,195.00	\$	15,122.03	\$	12,877.97	54.01%
100-761-555200	Radar Expense	\$	4,000.00	\$	-	\$	1,460.00	\$	2,540.00	36.50%
100-761-559900	Receivable Charge Off	\$	-	\$	-	\$	-	\$	-	0.00%
100-761-561000	Legal Fees	\$	-	\$	-	\$	-	\$	-	0.00%
100-761-566000	Jail Expense	\$	-	\$	-	\$	-	\$	-	0.00%
100-761-566700	Care Of Stray Animals	\$	45,000.00	\$	3,753.83	\$	30,030.64	\$	14,969.36	66.73%
100-761-569000	Other Contractual Service	\$	4,000.00	\$	35.00	\$	2,252.58	\$	1,747.42	56.31%
100-761-592100	Auxiliary Police	\$	-	\$	-	\$	-	\$	-	0.00%
100-761-592300	Explorer Post	\$	-	\$	-	\$	-	\$	-	0.00%
100-761-592500	Crime Prevention Expense	\$	11,500.00	\$	330.56	\$	1,398.51	\$	10,101.49	12.16%
100-761-592601	Dare Program	\$	-	\$	-	\$	-	\$	-	0.00%
100-761-592602	Canine Unit	\$	4,000.00	\$	27.99	\$	1,159.59	\$	2,840.41	28.99%
100-761-592604	Emergency Services Team	\$	17,000.00	\$	3,080.38	\$	4,900.22	\$	12,099.78	28.82%
100-761-592605	Bike Program	\$	500.00	\$	-	\$	-	\$	500.00	0.00%
100-761-592606	Dui Enforcement	\$	12,000.00	\$	-	\$	3,028.43	\$	8,971.57	25.24%
100-761-592608	Court Supervision Funded Exp	\$	13,000.00	\$	-	\$	-	\$	13,000.00	0.00%
100-761-592609	Warrant Expense	\$	7,000.00	\$	-	\$	1,435.06	\$	5,564.94	20.50%
100-761-592700	Shooting Range	\$	750.00	\$	-	\$	662.84	\$	87.16	88.38%
100-761-592900	Iron Eagle Expenses	\$	-	\$	-	\$	-	\$	-	0.00%
100-761-598100	Public Relations	\$	750.00	\$	88.00	\$	262.00	\$	488.00	34.93%
100-761-599801	Computer Software	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	1,135,373.00	\$	24,150.21	\$	829,536.92	\$	305,836.08	73.06%
100-761-587000	Machinery And Equipment	\$	-	\$	-	\$	4,691.00	\$	(4,691.00)	0.00%
100-761-587001	Lease/Purchase Equipmen	\$	-	\$	-	\$	-	\$	-	0.00%
100-761-587100	Office Equipment & Furniture	\$	-	\$	-	\$	468.01	\$	(468.01)	0.00%
100-761-587500	Vehicles	\$	-	\$	-	\$	17,300.00	\$	(17,300.00)	0.00%
	Capital Outlay	\$	-	\$	-	\$	22,459.01	\$	(22,459.01)	0.00%
100-761-551000	Printing And Publications	\$	5,000.00	\$	-	\$	868.85	\$	4,131.15	17.38%
100-761-554200	Meals Lodging	\$	-	\$	-	\$	-	\$	-	0.00%
100-761-590600	Bank/Credit Card Charges	\$	-	\$	54.04	\$	545.03	\$	(545.03)	0.00%
100-761-592400	E Citation Allowable Expenses	\$	-	\$	-	\$	-	\$	-	0.00%
100-761-595000	Reimbursement - Personal	\$	500.00	\$	-	\$	-	\$	500.00	0.00%
100-761-599000	Miscellaneous	\$	2,000.00	\$	-	\$	108.43	\$	1,891.57	5.42%
100-761-599802	Computer Hardware	\$	-	\$	(53.96)	\$	(53.96)	\$	53.96	0.00%
	Other Expenditures	\$	7,500.00	\$	0.08	\$	1,468.35	\$	6,031.65	19.58%
100-761-520900	Transfer To Tpccc	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers To Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
761	Police Patrol	\$	(6,777,244.00)	\$	(497,661.04)	\$	(4,430,007.16)	\$	(2,347,236.84)	65.37%

100-763-499800	Miscellaneous Receipts	\$ -	\$ -	\$ -	\$ -	0.00%
	Other Revenue	\$ -	\$ -	\$ -	\$ -	0.00%
100-763-511600	Salary: All Personnel	\$ 976,258.00	\$ 124,802.19	\$ 851,001.89	\$ 125,256.11	87.17%
100-763-515000	Overtime	\$ 75,000.00	\$ 10,216.32	\$ 68,813.66	\$ 6,186.34	91.75%
100-763-515500	Vacation Pay	\$ -	\$ 17,039.72	\$ 82,347.18	\$ (82,347.18)	0.00%
100-763-515600	Holiday Pay	\$ 26,711.46	\$ 2,003.71	\$ 47,509.76	\$ (20,798.30)	177.86%
100-763-515800	Sick Pay	\$ -	\$ 3,971.50	\$ 23,359.61	\$ (23,359.61)	0.00%
100-763-515900	Injury Pay	\$ -	\$ -	\$ -	\$ -	0.00%
100-763-517000	Oasdi/city Share 6.2%	\$ -	\$ -	\$ -	\$ -	0.00%
100-763-517001	Medicare/city Share 1.45%	\$ 14,156.00	\$ 2,241.38	\$ 15,153.56	\$ (997.56)	107.05%
100-763-517401	IMRF	\$ -	\$ -	\$ -	\$ -	0.00%
100-763-518000	Group Insurance	\$ 263,562.10	\$ 34,070.28	\$ 278,197.18	\$ (14,635.08)	105.55%
100-763-518300	Workers Comp Insurance	\$ 2,378.20	\$ -	\$ 775.50	\$ 1,602.70	32.61%
100-763-518900	Uniform Allowance	\$ 27,000.00	\$ -	\$ -	\$ 27,000.00	0.00%
100-763-557200	License And Inspection Fees	\$ -	\$ -	\$ -	\$ -	0.00%
	Personnel	\$ 1,385,065.76	\$ 194,345.10	\$ 1,367,158.34	\$ 17,907.42	98.71%
100-763-519000	Training And Education	\$ 12,000.00	\$ 3,008.13	\$ 10,222.32	\$ 1,777.68	85.19%
	Training & Education	\$ 12,000.00	\$ 3,008.13	\$ 10,222.32	\$ 1,777.68	85.19%
100-763-520200	Office Supplies	\$ 2,500.00	\$ 84.80	\$ 1,234.73	\$ 1,265.27	49.39%
100-763-520400	Postage	\$ 1,000.00	\$ -	\$ 69.57	\$ 930.43	6.96%
100-763-522000	Photographic Supplies	\$ -	\$ -	\$ -	\$ -	0.00%
100-763-522400	General Supplies	\$ 2,500.00	\$ 29.69	\$ 196.89	\$ 2,303.11	7.88%
100-763-529000	Equipment	\$ 2,000.00	\$ 211.37	\$ 1,326.04	\$ 673.96	66.30%
100-763-556100	Gasoline/diesel Fuel	\$ 8,750.00	\$ 1,091.00	\$ 8,985.00	\$ (235.00)	102.69%
	Supplies & Materials	\$ 16,750.00	\$ 1,416.86	\$ 11,812.23	\$ 4,937.77	70.52%
100-763-518100	Liability Insurance Premiums	\$ -	\$ -	\$ 735.90	\$ (735.90)	0.00%
100-763-524000	Lease/rental Of Equipment	\$ -	\$ 264.72	\$ 1,000.00	\$ (1,000.00)	0.00%
100-763-534000	Automotive Expense	\$ 4,000.00	\$ -	\$ 2,226.25	\$ 1,773.75	55.66%
100-763-534101	Vehicle Towage	\$ -	\$ -	\$ -	\$ -	0.00%
100-763-534400	Equipment Repairs	\$ -	\$ -	\$ -	\$ -	0.00%
100-763-538000	Maintenance Agreements	\$ -	\$ 120.91	\$ 1,774.10	\$ (1,774.10)	0.00%
100-763-550300	Telephone	\$ -	\$ -	\$ -	\$ -	0.00%
100-763-551600	Dues And Subscriptions	\$ 3,300.00	\$ 436.72	\$ 2,199.14	\$ 1,100.86	66.64%
100-763-555000	Radio Expense	\$ -	\$ -	\$ -	\$ -	0.00%
100-763-569000	Other Contractual Service	\$ -	\$ -	\$ -	\$ -	0.00%
100-763-592600	Special Investigations Exp	\$ 5,000.00	\$ -	\$ 4,980.65	\$ 19.35	99.61%
100-763-592603	Multi-county Narcotics Exp	\$ -	\$ -	\$ -	\$ -	0.00%
100-763-592800	Polygraph Exam	\$ -	\$ -	\$ -	\$ -	0.00%
100-763-592900	Iron Eagle Expenses	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
100-763-592901	Federal Iron Eagle Expense	\$ 40,000.00	\$ -	\$ -	\$ 40,000.00	0.00%
100-763-599801	Computer Software	\$ -	\$ -	\$ 2,792.10	\$ (2,792.10)	0.00%
	Contractual Services	\$ 57,300.00	\$ 822.35	\$ 15,708.14	\$ 41,591.86	27.41%
100-763-587000	Machinery And Equipment	\$ -	\$ -	\$ -	\$ -	0.00%
100-763-587001	Lease/Purchase Equipment	\$ -	\$ -	\$ -	\$ -	0.00%
100-763-587100	Office Equipment & Furniture	\$ -	\$ -	\$ -	\$ -	0.00%
100-763-587500	Vehicles	\$ -	\$ -	\$ 17,964.00	\$ (17,964.00)	0.00%
	Capital Outlay	\$ -	\$ -	\$ 17,964.00	\$ (17,964.00)	0.00%
100-763-518700	Mileage	\$ -	\$ -	\$ -	\$ -	0.00%
100-763-551000	Printing And Publications	\$ 200.00	\$ -	\$ 272.30	\$ (72.30)	136.15%
100-763-554200	Meals Lodging	\$ -	\$ -	\$ -	\$ -	0.00%
100-763-595000	Reimbursement - Personal	\$ 100.00	\$ -	\$ -	\$ 100.00	0.00%
100-763-599000	Miscellaneous	\$ -	\$ -	\$ 20.00	\$ (20.00)	0.00%
100-763-599802	Computer Hardware	\$ -	\$ 53.96	\$ 6,550.96	\$ (6,550.96)	0.00%
	Other Expenditures	\$ 300.00	\$ 53.96	\$ 6,843.26	\$ (6,543.26)	2281.09%
763	Special Services	\$ (1,471,415.76)	\$ (199,646.40)	\$ (1,429,708.29)	\$ (41,707.47)	97.17%

100-764-499800	Miscellaneous Receipts	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Revenue	\$	-	\$	-	\$	-	\$	-	0.00%
100-764-511600	Salary: All Personnel	\$	320,648.26	\$	28,522.00	\$	188,921.74	\$	131,726.52	58.92%
100-764-515000	Overtime	\$	7,500.00	\$	2,298.60	\$	14,745.87	\$	(7,245.87)	196.61%
100-764-515500	Vacation Pay	\$	-	\$	3,554.29	\$	16,982.17	\$	(16,982.17)	0.00%
100-764-515600	Holiday Pay	\$	-	\$	4,720.41	\$	13,405.33	\$	(13,405.33)	0.00%
100-764-515800	Sick Pay	\$	-	\$	285.00	\$	2,091.50	\$	(2,091.50)	0.00%
100-764-517000	Oasdi/city Share 6.2%	\$	20,996.19	\$	2,372.35	\$	14,382.86	\$	6,613.33	68.50%
100-764-517001	Medicare/city Share 1.45%	\$	4,910.40	\$	554.83	\$	3,363.69	\$	1,546.71	68.50%
100-764-517401	IMRF	\$	35,828.99	\$	4,595.67	\$	23,153.81	\$	12,675.18	64.62%
100-764-518000	Group Insurance	\$	114,714.74	\$	8,279.67	\$	48,532.37	\$	66,182.37	42.31%
100-764-518200	Unemployment Insurance	\$	-	\$	-	\$	-	\$	-	0.00%
100-764-518300	Workers Comp Insurance	\$	1,783.10	\$	-	\$	775.50	\$	1,007.60	43.49%
100-764-554300	Uniforms And Tools	\$	1,500.00	\$	181.96	\$	210.96	\$	1,289.04	14.06%
100-764-559000	Medical Expense/supplies	\$	-	\$	-	\$	-	\$	-	0.00%
	Personnel	\$	507,881.68	\$	55,364.78	\$	326,565.80	\$	181,315.88	64.30%
100-764-519000	Training And Education	\$	1,000.00	\$	-	\$	14.00	\$	986.00	1.40%
	Training & Education	\$	1,000.00	\$	-	\$	14.00	\$	986.00	1.40%
100-764-520200	Office Supplies	\$	2,400.00	\$	-	\$	613.18	\$	1,786.82	25.55%
100-764-520400	Postage	\$	6,000.00	\$	274.54	\$	3,200.31	\$	2,799.69	53.34%
100-764-529000	Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
	Supplies & Materials	\$	8,400.00	\$	274.54	\$	3,813.49	\$	4,586.51	45.40%
100-764-518100	Liability Insurance Premiums	\$	1,489.40	\$	-	\$	735.90	\$	753.50	49.41%
100-764-520500	Rim System Fees	\$	1,200.00	\$	-	\$	-	\$	1,200.00	0.00%
100-764-524000	Lease/rental Of Equipment	\$	-	\$	132.36	\$	500.00	\$	(500.00)	0.00%
100-764-534400	Equipment Repairs	\$	500.00	\$	-	\$	-	\$	500.00	0.00%
100-764-538000	Maintenance Agreements	\$	-	\$	139.56	\$	1,809.98	\$	(1,809.98)	0.00%
100-764-550300	Telephone	\$	-	\$	-	\$	-	\$	-	0.00%
100-764-569000	Other Contractual Service	\$	-	\$	-	\$	-	\$	-	0.00%
100-764-599801	Computer Software	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	3,189.40	\$	271.92	\$	3,045.88	\$	143.52	95.50%
100-764-587100	Office Equipment & Furniture	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Outlay	\$	-	\$	-	\$	-	\$	-	0.00%
100-764-518700	Mileage	\$	-	\$	-	\$	-	\$	-	0.00%
100-764-551000	Printing And Publications	\$	-	\$	-	\$	1,068.76	\$	(1,068.76)	0.00%
100-764-554200	Meals Lodging	\$	-	\$	-	\$	-	\$	-	0.00%
100-764-599000	Miscellaneous	\$	-	\$	-	\$	-	\$	-	0.00%
100-764-599802	Computer Hardware	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	-	\$	-	\$	1,068.76	\$	(1,068.76)	0.00%
100-764-520900	Transfer To Tpccc	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers To Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
764	Police Records	\$	(520,471.08)	\$	(55,911.24)	\$	(334,507.93)	\$	(185,963.15)	64.27%
100-766-499800	Miscellaneous Receipts	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Revenue	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-511600	Salary: All Personnel	\$	-	\$	-	\$	7,736.74	\$	(7,736.74)	0.00%
100-766-515000	Overtime	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-515500	Vacation Pay	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-515600	Holiday Pay	\$	-	\$	-	\$	244.64	\$	(244.64)	0.00%
100-766-515800	Sick Pay	\$	-	\$	-	\$	947.98	\$	(947.98)	0.00%
100-766-517000	Oasdi/city Share 6.2%	\$	-	\$	-	\$	553.63	\$	(553.63)	0.00%
100-766-517001	Medicare/city Share 1.45%	\$	-	\$	-	\$	129.48	\$	(129.48)	0.00%
100-766-517401	IMRF	\$	-	\$	-	\$	842.87	\$	(842.87)	0.00%
100-766-518000	Group Insurance	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-518300	Workers Comp Insurance	\$	-	\$	-	\$	775.50	\$	(775.50)	0.00%

100-766-554300	Uniforms And Tools	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-559000	Medical Expense/supplies	\$	-	\$	-	\$	-	\$	-	0.00%
	Personnel	\$	-	\$	-	\$	11,230.84	\$	(11,230.84)	0.00%
100-766-519000	Training And Education	\$	-	\$	-	\$	-	\$	-	0.00%
	Training & Education	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-520200	Office Supplies	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-520400	Postage	\$	-	\$	20.50	\$	63.00	\$	(63.00)	0.00%
100-766-522400	General Supplies	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-529000	Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-556100	Gasoline/diesel Fuel	\$	-	\$	60.25	\$	443.50	\$	(443.50)	0.00%
	Supplies & Materials	\$	-	\$	80.75	\$	506.50	\$	(506.50)	0.00%
100-766-518100	Liability Insurance Premiums	\$	-	\$	-	\$	1,471.80	\$	(1,471.80)	0.00%
100-766-524000	Lease/rental Of Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-534000	Automotive Expense	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-534101	Vehicle Towage	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-534400	Equipment Repairs	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-538000	Maintenance Agreements	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-550300	Telephone	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-555000	Radio Expense	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-569000	Other Contractual Service	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-599801	Computer Software	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	-	\$	-	\$	1,471.80	\$	(1,471.80)	0.00%
100-766-587000	Machinery And Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-587001	Lease/Purchase Equipmen	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-587100	Office Equipment & Furniture	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-587500	Vehicles	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Outlay	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-518700	Mileage	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-551000	Printing And Publications	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-554200	Meals Lodging	\$	-	\$	-	\$	-	\$	-	0.00%
100-766-599000	Miscellaneous	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	-	\$	-	\$	-	\$	-	0.00%
766	Parking Enforcem	\$	-	\$	(80.75)	\$	(13,209.14)	\$	13,209.14	0.00%
100-793-425000	Prelim Plat Review Filing	\$	-	\$	-	\$	-	\$	-	0.00%
100-793-425100	Final Plat Review Filing	\$	242.00	\$	-	\$	-	\$	242.00	0.00%
100-793-426500	ZBA Waiver Request Fees	\$	242.00	\$	-	\$	-	\$	242.00	0.00%
100-793-450700	Rental Proptry Registr Fee	\$	-	\$	-	\$	-	\$	-	0.00%
100-793-451000	Copy Money/Accidents etc	\$	-	\$	-	\$	-	\$	-	0.00%
100-793-451300	Certification Signatures	\$	-	\$	-	\$	-	\$	-	0.00%
100-793-451400	Electrical Inspection Fee	\$	-	\$	-	\$	-	\$	-	0.00%
100-793-451700	Property Cleanup Fees	\$	25,000.00	\$	6,569.22	\$	17,583.58	\$	7,416.42	70.33%
100-793-451900	Sales - Ordinances & Maps	\$	-	\$	-	\$	-	\$	-	0.00%
100-793-458700	Code Inspections	\$	-	\$	-	\$	-	\$	-	0.00%
	Fees/Charges For Service	\$	25,484.00	\$	6,569.22	\$	17,583.58	\$	7,900.42	69.00%
100-793-463600	Code Violation Fines	\$	2,000.00	\$	-	\$	300.00	\$	1,700.00	15.00%
100-793-464500	Towing/storage Fees	\$	-	\$	-	\$	-	\$	-	0.00%
	Fines And Forfeitures	\$	2,000.00	\$	-	\$	300.00	\$	1,700.00	15.00%
100-793-420500	Hvac License	\$	10,000.00	\$	200.00	\$	12,500.00	\$	(2,500.00)	125.00%
100-793-420800	Electrical Contractors License	\$	10,000.00	\$	200.00	\$	11,500.00	\$	(1,500.00)	115.00%
100-793-423000	Home Occupation License	\$	2,000.00	\$	225.00	\$	1,710.00	\$	290.00	85.50%
100-793-425500	Hvac Permit	\$	20,000.00	\$	390.00	\$	21,646.00	\$	(1,646.00)	108.23%
100-793-425600	House Movers Permit	\$	-	\$	-	\$	-	\$	-	0.00%
100-793-425700	Special Use Permit	\$	1,815.00	\$	-	\$	2,250.00	\$	(435.00)	123.97%
100-793-425800	Application Fee	\$	-	\$	-	\$	-	\$	-	0.00%
100-793-426000	Electrical Permits	\$	22,770.00	\$	563.00	\$	11,171.00	\$	11,599.00	49.06%

100-793-426400	Building And Rezoning Permit	\$	94,875.00	\$	592.00	\$	81,464.90	\$	13,410.10	85.87%
100-793-451200	Plumbing Permits	\$	14,520.00	\$	1,499.00	\$	10,271.00	\$	4,249.00	70.74%
	Licenses And Permits	\$	175,980.00	\$	3,669.00	\$	152,512.90	\$	23,467.10	86.66%
100-793-490500	Lien File & Release Fees	\$	-	\$	393.80	\$	776.15	\$	(776.15)	0.00%
100-793-498900	Non Sufficient Funds Fee	\$	-	\$	50.00	\$	75.00	\$	(75.00)	0.00%
100-793-499800	Miscellaneous Receipts	\$	-	\$	255.00	\$	2,525.00	\$	(2,525.00)	0.00%
100-793-499802	Cash Over/short	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Revenue	\$	-	\$	698.80	\$	3,376.15	\$	(3,376.15)	0.00%
100-793-511600	Salary: All Personnel	\$	335,095.00	\$	18,287.90	\$	158,045.29	\$	177,049.71	47.16%
100-793-515000	Overtime	\$	2,500.00	\$	-	\$	-	\$	2,500.00	0.00%
100-793-515500	Vacation Pay	\$	-	\$	2,574.68	\$	11,855.80	\$	(11,855.80)	0.00%
100-793-515600	Holiday Pay	\$	-	\$	2,330.04	\$	6,984.90	\$	(6,984.90)	0.00%
100-793-515800	Sick Pay	\$	-	\$	107.77	\$	2,786.37	\$	(2,786.37)	0.00%
100-793-517000	Oasdi/city Share 6.2%	\$	21,697.00	\$	1,415.20	\$	10,903.67	\$	10,793.33	50.25%
100-793-517001	Medicare/city Share 1.45%	\$	5,074.00	\$	330.96	\$	2,549.96	\$	2,524.04	50.26%
100-793-517401	IMRF	\$	39,164.00	\$	2,719.12	\$	17,292.79	\$	21,871.21	44.15%
100-793-518000	Group Insurance	\$	111,477.00	\$	3,982.11	\$	34,887.12	\$	76,589.88	31.30%
100-793-518200	Unemployment Insurance	\$	-	\$	-	\$	-	\$	-	0.00%
100-793-518300	Workers Comp Insurance	\$	25,168.00	\$	-	\$	892.30	\$	24,275.70	3.55%
100-793-554300	Uniforms And Tools	\$	500.00	\$	-	\$	138.44	\$	361.56	27.69%
100-793-557200	License And Inspection Fees	\$	-	\$	-	\$	-	\$	-	0.00%
100-793-559000	Medical Expense/supplies	\$	-	\$	-	\$	-	\$	-	0.00%
	Personnel	\$	540,675.00	\$	31,747.78	\$	246,336.64	\$	294,338.36	45.56%
100-793-519000	Training And Education	\$	8,000.00	\$	289.00	\$	3,185.24	\$	4,814.76	39.82%
	Training & Education	\$	8,000.00	\$	289.00	\$	3,185.24	\$	4,814.76	39.82%
100-793-520200	Office Supplies	\$	750.00	\$	35.89	\$	439.50	\$	310.50	58.60%
100-793-520400	Postage	\$	2,000.00	\$	157.95	\$	1,554.00	\$	446.00	77.70%
100-793-522000	Photographic Supplies	\$	-	\$	-	\$	-	\$	-	0.00%
100-793-522400	General Supplies	\$	-	\$	-	\$	122.42	\$	(122.42)	0.00%
100-793-529000	Equipment	\$	500.00	\$	-	\$	-	\$	500.00	0.00%
100-793-556100	Gasoline/diesel Fuel	\$	3,900.00	\$	393.50	\$	3,524.75	\$	375.25	90.38%
	Supplies & Materials	\$	7,150.00	\$	587.34	\$	5,640.67	\$	1,509.33	78.89%
100-793-518100	Liability Insurance Premiums	\$	7,555.00	\$	-	\$	181.00	\$	7,374.00	2.40%
100-793-524000	Lease/rental Of Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
100-793-534000	Automotive Expense	\$	7,500.00	\$	812.50	\$	2,126.11	\$	5,373.89	28.35%
100-793-534400	Equipment Repairs	\$	-	\$	-	\$	-	\$	-	0.00%
100-793-536100	Property Cleanup Fees	\$	25,000.00	\$	4,730.00	\$	4,830.00	\$	20,170.00	19.32%
100-793-538000	Maintenance Agreements	\$	-	\$	-	\$	-	\$	-	0.00%
100-793-550300	Telephone	\$	900.00	\$	-	\$	-	\$	900.00	0.00%
100-793-551600	Dues And Subscriptions	\$	600.00	\$	400.00	\$	400.00	\$	200.00	66.67%
100-793-555000	Radio Expense	\$	-	\$	-	\$	-	\$	-	0.00%
100-793-559900	Provisions For Bad Debts	\$	-	\$	-	\$	-	\$	-	0.00%
100-793-560500	Consulting Services	\$	-	\$	-	\$	-	\$	-	0.00%
100-793-560600	Corporate Counsel Fees	\$	-	\$	-	\$	560.00	\$	(560.00)	0.00%
100-793-562500	Demolition	\$	25,000.00	\$	(4,990.00)	\$	4,860.00	\$	20,140.00	19.44%
100-793-569000	Other Contractual Service	\$	32,000.00	\$	5,035.50	\$	29,212.33	\$	2,787.67	91.29%
100-793-599801	Computer Software	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	98,555.00	\$	5,988.00	\$	42,169.44	\$	56,385.56	42.79%
100-793-587000	Machinery And Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
100-793-587100	Office Equipment & Furniture	\$	-	\$	-	\$	-	\$	-	0.00%
100-793-587500	Vehicles	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Outlay	\$	-	\$	-	\$	-	\$	-	0.00%
100-793-518700	Mileage	\$	-	\$	-	\$	80.62	\$	(80.62)	0.00%
100-793-551000	Printing And Publications	\$	4,000.00	\$	-	\$	4,346.29	\$	(346.29)	108.66%
100-793-554200	Meals Lodging	\$	-	\$	-	\$	-	\$	-	0.00%
100-793-593300	Lien Filing Fee	\$	1,000.00	\$	237.00	\$	1,137.60	\$	(137.60)	113.76%
100-793-599000	Miscellaneous	\$	2,000.00	\$	-	\$	-	\$	2,000.00	0.00%

	Other Expenditures	\$ 7,000.00	\$ 237.00	\$ 5,564.51	\$ 1,435.49	79.49%
793	Inspections	\$ (457,916.00)	\$ (27,912.10)	\$ (129,123.87)	\$ (328,792.13)	28.20%
100-990-410100	Real Estate Tax	\$ 400,000.00	\$ -	\$ 448,832.19	\$ (48,832.19)	112.21%
100-990-410900	Use Tax	\$ 970,000.00	\$ 109,561.18	\$ 835,430.26	\$ 134,569.74	86.13%
100-990-411000	Municipal Sales Tax	\$ 5,540,000.00	\$ 469,464.02	\$ 4,258,511.91	\$ 1,281,488.09	76.87%
100-990-411004	Home Rule Sales Tax	\$ 5,820,000.00	\$ 453,283.87	\$ 4,331,924.87	\$ 1,488,075.13	74.43%
100-990-412000	Replacement P/p Tax - State	\$ 970,000.00	\$ 80,584.81	\$ 1,021,118.22	\$ (51,118.22)	105.27%
100-990-412200	Pull Tab/jar Game Tax	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-412300	Video Gaming Tax	\$ 390,000.00	\$ 32,867.03	\$ 321,984.83	\$ 68,015.17	82.56%
100-990-413000	Illinois Income Tax	\$ 3,325,000.00	\$ 312,006.90	\$ 2,783,693.05	\$ 541,306.95	83.72%
100-990-413001	Illinois Income Tax Surch	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-414100	Food & Beverage Tax	\$ 1,235,000.00	\$ 102,510.22	\$ 936,025.85	\$ 298,974.15	75.79%
100-990-414200	Packaged Liquor Tax	\$ 180,000.00	\$ 17,925.46	\$ 136,621.38	\$ 43,378.62	75.90%
100-990-455002	Municipal Telecommunicatns	\$ 555,000.00	\$ 40,879.29	\$ 394,689.20	\$ 160,310.80	71.12%
100-990-496100	RE Tax Clearing Acct	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-496200	PPRT Tax Clearing Acct	\$ -	\$ 12,862.50	\$ 17,704.30	\$ (17,704.30)	0.00%
	Taxes	\$ 19,385,000.00	\$ 1,631,945.28	\$ 15,486,536.06	\$ 3,898,463.94	79.89%
100-990-442500	Federal Grants	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-442600	State Grants	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-442700	County Grants	\$ -	\$ -	\$ -	\$ -	0.00%
	Intergovernmental	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-451900	Sales - Ordinances & Maps	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-455001	Ameren Gas Franchise	\$ 252,440.00	\$ -	\$ 247,820.00	\$ 4,620.00	98.17%
100-990-455003	Franchise Fee - Cable Tv	\$ 450,000.00	\$ 22,506.01	\$ 326,166.54	\$ 123,833.46	72.48%
100-990-455004	Good Energy Revenue	\$ 80,000.00	\$ 5,093.38	\$ 57,938.62	\$ 22,061.38	72.42%
100-990-458000	TC3 Service Fee	\$ 50,000.00	\$ 4,166.67	\$ 33,333.36	\$ 16,666.64	66.67%
	Fees/Charges For Service	\$ 832,440.00	\$ 31,766.06	\$ 665,258.52	\$ 167,181.48	79.92%
100-990-463500	Late Payment Penalty	\$ -	\$ 392.69	\$ 4,384.01	\$ (4,384.01)	0.00%
100-990-463600	Interest Charge	\$ -	\$ 22.73	\$ 319.31	\$ (319.31)	0.00%
	Fines And Forfeitures	\$ -	\$ 415.42	\$ 4,703.32	\$ (4,703.32)	0.00%
100-990-490100	Interest Earnings	\$ 7,500.00	\$ 5,583.04	\$ 84,594.20	\$ (77,094.20)	1127.92%
100-990-491900	Incr/decr Investment Valu	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-492300	Bond Credits	\$ -	\$ -	\$ -	\$ -	0.00%
	Investment Earnings	\$ 7,500.00	\$ 5,583.04	\$ 84,594.20	\$ (77,094.20)	1127.92%
100-990-490800	Developer Agreement Payments	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-491300	Prorated Re Tax/City Prop	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-492100	Loan Proceeds	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	0.00%
100-990-498900	Non Sufficient Funds Fee	\$ -	\$ -	\$ 175.00	\$ (175.00)	0.00%
100-990-499150	Suits And Settlements	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-499400	Proceeds Of Auction	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-499520	Unclaimed Grant Money	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-499800	Miscellaneous Receipts	\$ 20,000.00	\$ 1,303.50	\$ 5,011.17	\$ 14,988.83	25.06%
	Other Revenue	\$ 40,000.00	\$ 1,303.50	\$ 5,186.17	\$ 34,813.83	12.97%
100-990-492000	Bond Proceeds - Principal	\$ -	\$ -	\$ -	\$ -	0.00%
	Debt Proceeds	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-440223	Transfer From Solid Waste	\$ 61,340.00	\$ -	\$ -	\$ 61,340.00	0.00%
100-990-440231	Transfer From Sewerage	\$ 639,000.00	\$ -	\$ -	\$ 639,000.00	0.00%
100-990-440232	Transfer From Storm Water	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-440240	Transfer From Motor Fuel	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-440261	Transfer From Hud	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-440270	Transfer from TIF I	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-440445	Transfer From Capital Projects	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-440501	Transfer From School Bus	\$ 604,485.92	\$ -	\$ -	\$ 604,485.92	0.00%
100-990-440525	Transfer from Airport	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-440695	Transfer from Insurance	\$ -	\$ -	\$ -	\$ -	0.00%

100-990-440800	Transfer from Debt Service	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-440900	Transfer From Tpcc	\$ 45,000.00	\$ -	\$ -	\$ 45,000.00	0.00%
100-990-440924	Contribution from Library	\$ 15,000.00	\$ 3,750.00	\$ 11,250.00	\$ 3,750.00	75.00%
100-990-499850	Allocated Cost Reimbursements	\$ -	\$ 29.30	\$ 113.69	\$ (113.69)	0.00%
	Transfers From Other Funds	\$ 1,364,825.92	\$ 3,779.30	\$ 11,363.69	\$ 1,353,462.23	0.83%
100-990-599997	Payroll Increase Set Aside	\$ -	\$ -	\$ -	\$ -	0.00%
	Personnel	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-520200	Office Supplies	\$ -	\$ -	\$ 3,356.25	\$ (3,356.25)	0.00%
100-990-520400	Postage	\$ -	\$ (877.29)	\$ 156.22	\$ (156.22)	0.00%
100-990-529000	Equipment	\$ -	\$ -	\$ 4,779.17	\$ (4,779.17)	0.00%
	Supplies & Materials	\$ -	\$ (877.29)	\$ 8,291.64	\$ (8,291.64)	0.00%
100-990-524000	Lease/rental Of Equipment	\$ -	\$ 312.36	\$ 1,250.00	\$ (1,250.00)	0.00%
100-990-538000	Maintenance Agreements	\$ -	\$ 246.89	\$ 5,326.93	\$ (5,326.93)	0.00%
100-990-550300	Telephone	\$ -	\$ 5,356.84	\$ 5,356.84	\$ (5,356.84)	0.00%
100-990-559900	Receivable Charge Off	\$ -	\$ -	\$ 4,374.50	\$ (4,374.50)	0.00%
100-990-560100	Auditing Fees	\$ 50,000.00	\$ -	\$ 15,712.25	\$ 34,287.75	31.42%
100-990-565900	Citylink Contract	\$ 205,000.00	\$ -	\$ -	\$ 205,000.00	0.00%
100-990-568100	Home Rule Tax Rebate	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-569000	Other Contractual Service	\$ 20,000.00	\$ 61,079.08	\$ 127,005.67	\$ (107,005.67)	635.03%
100-990-590900	Police And Fire Commission	\$ 23,000.00	\$ 959.63	\$ 8,664.78	\$ 14,335.22	37.67%
	Contractual Services	\$ 298,000.00	\$ 67,954.80	\$ 167,690.97	\$ 130,309.03	56.27%
100-990-580200	Land Purchase	\$ -	\$ -	\$ 797.40	\$ (797.40)	0.00%
100-990-587100	Office Equipment & Furniture	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-599998	Capital Set Aside	\$ -	\$ -	\$ -	\$ -	0.00%
	Capital Outlay	\$ -	\$ -	\$ 797.40	\$ (797.40)	0.00%
100-990-551000	Printing And Publications	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-590600	Bank Charges	\$ 1,000.00	\$ 244.43	\$ 1,958.67	\$ (958.67)	195.87%
100-990-593700	Reconciliation Difference	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-599000	Miscellaneous	\$ 20,000.00	\$ 235.12	\$ 235.12	\$ 19,764.88	1.18%
100-990-599002	IMRF Costs-ERI	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-599700	Income Credit	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-599999	Transf to General Fnd Reserves	\$ -	\$ -	\$ -	\$ -	0.00%
	Other Expenditures	\$ 21,000.00	\$ 479.55	\$ 2,193.79	\$ 18,806.21	10.45%
100-990-590400	Interest Paid	\$ -	\$ 2,056.57	\$ 108,708.86	\$ (108,708.86)	0.00%
100-990-591000	Bond Principal Retired	\$ 597,675.00	\$ -	\$ 425,000.00	\$ 172,675.00	71.11%
100-990-591100	Bond Registrar Fees	\$ 1,500.00	\$ -	\$ 1,850.00	\$ (350.00)	123.33%
100-990-591101	Bond Issuance Costs	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-591200	Note Principal Paid	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-591400	Loan payments	\$ 323,430.00	\$ 24,895.94	\$ 222,151.23	\$ 101,278.77	68.69%
	Debt Service	\$ 922,605.00	\$ 26,952.51	\$ 757,710.09	\$ 164,894.91	82.13%
100-990-520223	Transfer To Garbage	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-520225	Transfer To Yardwaste	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-520226	Transfer To Recycling	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-520231	Transfer To Sewerage Fund	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-520240	Transfer to MFT	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-520261	Transfer To Hud	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-520270	Transfer To Tif 1	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-520445	Transfer To Capital Projects	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-520500	Transfer To Municipal Bus	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-520525	Transfer To Pekin Airport	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-520570	Transfer To Economic Devel	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-520695	Transfer To Insurance Fund	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-520699	Transfer To Vehicle Maint	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-520800	Transfer to Library Debt	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-520924	Transfer To Library Fund	\$ -	\$ -	\$ -	\$ -	0.00%
100-990-520941	Transfer To Police Pension	\$ 113,894.00	\$ -	\$ -	\$ 113,894.00	0.00%
100-990-520944	Transfer To Fire Pension	\$ 251,722.00	\$ -	\$ -	\$ 251,722.00	0.00%

	Transfers To Other Funds	\$ 365,616.00	\$ -	\$ -	\$ 365,616.00	0.00%
990	General Operations	\$ 20,022,544.92	\$ 1,580,283.03	\$ 15,320,958.07	\$ 4,701,586.85	76.52%
100	General Fund	\$ 766,449.85	\$ 34,920.90	\$ 1,832,358.83	\$ (1,065,908.98)	239.07%
Revenue Total		\$ 23,607,708.92	\$ 2,048,938.43	\$ 17,992,212.83	\$ 5,615,496.09	76.21%
Expense Total		\$ 22,841,259.07	\$ 2,014,017.53	\$ 16,159,854.00	\$ 6,681,405.07	70.75%
Grand Total		\$ 766,449.85	\$ 34,920.90	\$ 1,832,358.83	\$ (1,065,908.98)	239.07%

General Ledger

Non General Fund Revenue vs Expense Detail

Period 09 - 09
Fiscal Year 2020

Account Number	Description	Budget	Current Month	Year to Date	Balance	% Budget
208	Tourism					
208-208-411005	Home Rule Motel Tax	\$ 205,000.00	\$ 4,605.96	\$ 149,523.85	\$ 55,476.15	72.94%
	Taxes	\$ 205,000.00	\$ 4,605.96	\$ 149,523.85	\$ 55,476.15	72.94%
208-208-442500	Federal Grants	\$ -	\$ -	\$ -	\$ -	0.00%
208-208-442600	State Grants	\$ -	\$ -	\$ -	\$ -	0.00%
	Intergovernmental	\$ -	\$ -	\$ -	\$ -	0.00%
208-208-463500	Late Payment Penalty	\$ -	\$ 111.70	\$ 342.15	\$ (342.15)	0.00%
208-208-463600	Interest Charges	\$ -	\$ -	\$ 7.80	\$ (7.80)	0.00%
	Fines And Forfeitures	\$ -	\$ 111.70	\$ 349.95	\$ (349.95)	0.00%
208-208-490100	Interest Earnings	\$ 2,400.00	\$ 53.29	\$ 1,048.88	\$ 1,351.12	43.70%
	Investment Earnings	\$ 2,400.00	\$ 53.29	\$ 1,048.88	\$ 1,351.12	43.70%
208-208-493600	Training Reimbursements	\$ -	\$ -	\$ -	\$ -	0.00%
208-208-498700	Farmer's Market Revenue	\$ 3,500.00	\$ -	\$ -	\$ 3,500.00	0.00%
208-208-499201	Tourism Contributions	\$ -	\$ -	\$ -	\$ -	0.00%
208-208-499800	Miscellaneous Receipts	\$ 5,500.00	\$ -	\$ -	\$ 5,500.00	0.00%
	Other Revenue	\$ 9,000.00	\$ -	\$ -	\$ 9,000.00	0.00%
208-208-492100	Loan Proceeds	\$ -	\$ -	\$ -	\$ -	0.00%
	Debt Proceeds	\$ -	\$ -	\$ -	\$ -	0.00%
208-208-511600	Salary: All Personnel	\$ 10,819.00	\$ 915.64	\$ 9,175.98	\$ 1,643.02	84.81%
208-208-515000	Overtime	\$ -	\$ -	\$ -	\$ -	0.00%
208-208-515500	Vacation Pay	\$ -	\$ 202.59	\$ 519.80	\$ (519.80)	0.00%
208-208-515600	Holiday Pay	\$ -	\$ 124.68	\$ 374.04	\$ (374.04)	0.00%
208-208-515800	Sick Pay	\$ -	\$ 3.89	\$ 44.13	\$ (44.13)	0.00%
208-208-516700	Wellness Program	\$ -	\$ -	\$ -	\$ -	0.00%
208-208-517000	Oasdi/city Share 6.2%	\$ 670.78	\$ 71.99	\$ 499.41	\$ 171.37	74.45%
208-208-517001	Medicare/city Share 1.45%	\$ 156.88	\$ 16.84	\$ 116.86	\$ 40.02	74.49%
208-208-517401	IMRF	\$ 1,004.00	\$ 145.52	\$ 821.22	\$ 182.78	81.79%
208-208-518000	Group Insurance	\$ -	\$ 303.81	\$ 2,373.68	\$ (2,373.68)	0.00%
208-208-518300	Workers Comp Insurance	\$ -	\$ -	\$ -	\$ -	0.00%
	Personnel	\$ 12,650.66	\$ 1,784.96	\$ 13,925.12	\$ (1,274.46)	110.07%
208-208-519000	Training And Education	\$ -	\$ -	\$ -	\$ -	0.00%
	Training & Education	\$ -	\$ -	\$ -	\$ -	0.00%
208-208-520200	Office Supplies	\$ -	\$ -	\$ -	\$ -	0.00%
208-208-520400	Postage	\$ -	\$ -	\$ -	\$ -	0.00%
208-208-598505	Special Events	\$ 29,500.00	\$ 4,250.00	\$ 22,938.39	\$ 6,561.61	77.76%
	Supplies & Materials	\$ 29,500.00	\$ 4,250.00	\$ 22,938.39	\$ 6,561.61	77.76%
208-208-550300	Telephone	\$ -	\$ -	\$ -	\$ -	0.00%
208-208-551600	Dues And Subscriptions	\$ 64,000.00	\$ -	\$ 57,500.00	\$ 6,500.00	89.84%
208-208-559900	Receivable Charge Off	\$ -	\$ -	\$ 9.25	\$ (9.25)	0.00%
208-208-560500	Consulting Services	\$ -	\$ -	\$ -	\$ -	0.00%
208-208-560600	Corporate Counsel Fees	\$ -	\$ -	\$ -	\$ -	0.00%
208-208-561200	Engineering Fees	\$ -	\$ -	\$ -	\$ -	0.00%
208-208-569000	Other Contractual Service	\$ 10,000.00	\$ -	\$ 2,600.00	\$ 7,400.00	26.00%
208-208-573100	Grants	\$ -	\$ -	\$ -	\$ -	0.00%
208-208-583000	Loan Agreements	\$ -	\$ -	\$ -	\$ -	0.00%
208-208-591200	Developers Agreements	\$ -	\$ -	\$ -	\$ -	0.00%
208-208-598100	Public Relations	\$ -	\$ -	\$ 6,953.94	\$ (6,953.94)	0.00%
	Contractual Services	\$ 74,000.00	\$ -	\$ 67,063.19	\$ 6,936.81	90.63%

208-208-580201	Land Improvements	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Outlay	\$	-	\$	-	\$	-	\$	-	0.00%
208-208-518700	Mileage	\$	-	\$	-	\$	-	\$	-	0.00%
208-208-551000	Printing And Publications	\$	-	\$	-	\$	-	\$	-	0.00%
208-208-554200	Meals Lodging	\$	-	\$	-	\$	-	\$	-	0.00%
208-208-590600	Bank fees	\$	-	\$	-	\$	-	\$	-	0.00%
208-208-597700	Sponsorships	\$	32,500.00	\$	-	\$	24,352.38	\$	8,147.62	74.93%
208-208-598500	Farmer's Market Expense	\$	-	\$	-	\$	-	\$	-	0.00%
208-208-599000	Miscellaneous	\$	10,000.00	\$	-	\$	3,279.62	\$	6,720.38	32.80%
	Other Expenditures	\$	42,500.00	\$	-	\$	27,632.00	\$	14,868.00	65.02%
208-208-590400	Interest Paid	\$	-	\$	-	\$	5,450.57	\$	(5,450.57)	0.00%
208-208-591400	Loan Payments	\$	96,462.00	\$	-	\$	91,010.95	\$	5,451.05	94.35%
	Debt Service	\$	96,462.00	\$	-	\$	96,461.52	\$	0.48	100.00%
208	Tourism	\$	(38,712.66)	\$	(1,264.01)	\$	(77,097.54)	\$	38,384.88	199.15%
208	Tourism	\$	(38,712.66)	\$	(1,264.01)	\$	(77,097.54)	\$	38,384.88	199.15%
223	Solid Waste									
223-023-442600	State Grants	\$	-	\$	-	\$	-	\$	-	0.00%
	Intergovernmental	\$	-	\$	-	\$	-	\$	-	0.00%
223-023-452300	Garbage Fees	\$	-	\$	-	\$	-	\$	-	0.00%
223-023-452400	Garbage Fees Non-resident	\$	-	\$	27.00	\$	216.00	\$	(216.00)	0.00%
223-023-459000	Sanitation Fee	\$	2,786,510.00	\$	235,644.76	\$	1,886,739.49	\$	899,770.51	67.71%
223-023-459400	Special Refuse Pickups	\$	2,100.00	\$	184.00	\$	1,502.71	\$	597.29	71.56%
223-023-498900	Non Sufficient Funds Fee	\$	-	\$	-	\$	-	\$	-	0.00%
	Fees/Charges For Service	\$	2,788,610.00	\$	235,855.76	\$	1,888,458.20	\$	900,151.80	67.72%
223-023-421000	Garbage Licenses	\$	1,850.00	\$	-	\$	270.00	\$	1,580.00	14.59%
	Licenses And Permits	\$	1,850.00	\$	-	\$	270.00	\$	1,580.00	14.59%
223-023-490100	Interest Earnings	\$	-	\$	436.73	\$	6,090.62	\$	(6,090.62)	0.00%
	Investment Earnings	\$	-	\$	436.73	\$	6,090.62	\$	(6,090.62)	0.00%
223-023-491000	Rental Of Municipal Property	\$	-	\$	-	\$	-	\$	-	0.00%
223-023-491500	Sale Of Municipal Property	\$	32,000.00	\$	2,460.00	\$	22,220.00	\$	9,780.00	69.44%
223-023-499700	Transfer In	\$	-	\$	-	\$	-	\$	-	0.00%
223-023-499800	Miscellaneous Receipts	\$	-	\$	-	\$	1,892.97	\$	(1,892.97)	0.00%
223-023-499802	Cash Over/short	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Revenue	\$	32,000.00	\$	2,460.00	\$	24,112.97	\$	7,887.03	75.35%
223-023-492000	Bond Proceeds - Principal	\$	-	\$	-	\$	-	\$	-	0.00%
	Debt Proceeds	\$	-	\$	-	\$	-	\$	-	0.00%
223-023-440100	Transfer From General Fund	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers From Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
223-023-511600	Salary: All Personnel	\$	577,367.00	\$	57,018.91	\$	378,870.07	\$	198,496.93	65.62%
223-023-515000	Overtime	\$	25,000.00	\$	5,952.36	\$	20,728.48	\$	4,271.52	82.91%
223-023-515500	Vacation Pay	\$	-	\$	4,531.64	\$	23,609.69	\$	(23,609.69)	0.00%
223-023-515600	Holiday Pay	\$	-	\$	6,917.28	\$	20,159.19	\$	(20,159.19)	0.00%
223-023-515800	Sick Pay	\$	-	\$	1,951.32	\$	13,068.39	\$	(13,068.39)	0.00%
223-023-515900	Compensated Absences	\$	-	\$	-	\$	215.36	\$	(215.36)	0.00%
223-023-516700	Wellness Program	\$	3,500.00	\$	-	\$	19.00	\$	3,481.00	0.54%
223-023-517000	Oasdi/city Share 6.2%	\$	37,347.00	\$	4,567.94	\$	27,324.77	\$	10,022.23	73.16%
223-023-517001	Medicare/city Share 1.45%	\$	8,734.00	\$	1,068.16	\$	6,408.33	\$	2,325.67	73.37%
223-023-517401	IMRF	\$	63,730.00	\$	8,912.51	\$	44,195.63	\$	19,534.37	69.35%
223-023-518000	Group Insurance	\$	286,139.00	\$	21,193.06	\$	126,799.49	\$	159,339.51	44.31%
223-023-518200	Unemployment Insurance	\$	-	\$	-	\$	-	\$	-	0.00%
223-023-518300	Workers Comp Insurance	\$	50,252.00	\$	-	\$	32,984.40	\$	17,267.60	65.64%
223-023-554300	Uniforms And Tools	\$	3,750.00	\$	-	\$	2,216.10	\$	1,533.90	59.10%
223-023-557200	License And Inspection Fees	\$	-	\$	90.00	\$	586.00	\$	(586.00)	0.00%

223-023-559000	Medical Expense/supplies	\$ -	\$ 84.00	\$ 242.00	\$ (242.00)	0.00%
	Personnel	\$ 1,055,819.00	\$ 112,287.18	\$ 697,426.90	\$ 358,392.10	66.06%
223-023-519000	Training And Education	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.00%
	Training & Education	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	0.00%
223-023-520200	Office Supplies	\$ 300.00	\$ -	\$ 161.77	\$ 138.23	53.92%
223-023-520400	Postage	\$ 30,000.00	\$ 2,324.29	\$ 20,933.54	\$ 9,066.46	69.78%
223-023-522000	Photographic Supplies	\$ -	\$ -	\$ -	\$ -	0.00%
223-023-522400	General Supplies	\$ 3,500.00	\$ 121.38	\$ 1,673.35	\$ 1,826.65	47.81%
223-023-529000	Equipment	\$ 25,000.00	\$ 59.99	\$ 25,430.95	\$ (430.95)	101.72%
223-023-556100	Gasoline/diesel Fuel	\$ 100,000.00	\$ 7,260.00	\$ 71,208.50	\$ 28,791.50	71.21%
	Supplies & Materials	\$ 158,800.00	\$ 9,765.66	\$ 119,408.11	\$ 39,391.89	75.19%
223-023-518100	Liability Insurance Premiums	\$ 18,252.30	\$ -	\$ 14,285.00	\$ 3,967.30	78.26%
223-023-524000	Lease/rental Of Equipment	\$ -	\$ -	\$ -	\$ -	0.00%
223-023-534000	Automotive Expense	\$ 85,000.00	\$ 11,313.40	\$ 133,148.55	\$ (48,148.55)	156.65%
223-023-534400	Equipment Repairs	\$ -	\$ 102.75	\$ 102.75	\$ (102.75)	0.00%
223-023-538000	Maintenance Agreements	\$ 1,600.00	\$ -	\$ 1,261.37	\$ 338.63	78.84%
223-023-550100	Utilities	\$ 4,000.00	\$ 23.83	\$ 2,019.33	\$ 1,980.67	50.48%
223-023-550300	Telephone	\$ 1,200.00	\$ 94.40	\$ 825.83	\$ 374.17	68.82%
223-023-551600	Dues And Subscriptions	\$ -	\$ -	\$ -	\$ -	0.00%
223-023-555000	Radio Expense	\$ 1,000.00	\$ -	\$ 448.19	\$ 551.81	44.82%
223-023-559900	Bad debt	\$ -	\$ -	\$ -	\$ -	0.00%
223-023-560100	Auditing Fees	\$ 2,000.00	\$ -	\$ 242.85	\$ 1,757.15	12.14%
223-023-561000	legal fees	\$ -	\$ 580.00	\$ 580.00	\$ (580.00)	0.00%
223-023-561200	Engineering Fees	\$ -	\$ -	\$ -	\$ -	0.00%
223-023-566400	Garbage Removal Contract	\$ -	\$ -	\$ -	\$ -	0.00%
223-023-566500	Landfill Expense	\$ 500,000.00	\$ 48,278.12	\$ 403,999.89	\$ 96,000.11	80.80%
223-023-566600	Pest Control	\$ -	\$ -	\$ -	\$ -	0.00%
223-023-569000	Other Contractual Service	\$ 35,000.00	\$ 2,494.47	\$ 24,290.21	\$ 10,709.79	69.40%
223-023-599801	Computer Software	\$ -	\$ -	\$ -	\$ -	0.00%
	Contractual Services	\$ 648,052.30	\$ 62,886.97	\$ 581,203.97	\$ 66,848.33	89.68%
223-023-587000	Machinery And Equipment	\$ -	\$ -	\$ -	\$ -	0.00%
223-023-587001	Lease/Purchase Equipment	\$ -	\$ -	\$ -	\$ -	0.00%
223-023-587100	Office Equipment & Furniture	\$ -	\$ -	\$ -	\$ -	0.00%
223-023-587500	Vehicles	\$ -	\$ -	\$ -	\$ -	0.00%
223-023-599998	Capital Set Aside	\$ -	\$ -	\$ -	\$ -	0.00%
	Capital Outlay	\$ -	\$ -	\$ -	\$ -	0.00%
223-023-518700	Mileage	\$ -	\$ -	\$ -	\$ -	0.00%
223-023-551000	Printing And Publications	\$ 1,000.00	\$ -	\$ 88.50	\$ 911.50	8.85%
223-023-554200	Meals Lodging	\$ -	\$ -	\$ -	\$ -	0.00%
223-023-590600	Bank Charges	\$ 8,000.00	\$ 784.00	\$ 6,968.20	\$ 1,031.80	87.10%
223-023-599000	Miscellaneous	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.00%
223-023-599802	Computer Hardware	\$ -	\$ -	\$ -	\$ -	0.00%
223-023-599900	Depreciation Expense	\$ -	\$ -	\$ -	\$ -	0.00%
223-023-599999	Contingency	\$ -	\$ -	\$ -	\$ -	0.00%
	Other Expenditures	\$ 10,000.00	\$ 784.00	\$ 7,056.70	\$ 2,943.30	70.57%
223-023-590400	Interest Paid	\$ -	\$ -	\$ -	\$ -	0.00%
223-023-591000	Bond Principal Retired	\$ -	\$ -	\$ -	\$ -	0.00%
	Debt Service	\$ -	\$ -	\$ -	\$ -	0.00%
223-023-520100	Transfer To General Fund	\$ 61,340.00	\$ -	\$ -	\$ 61,340.00	0.00%
223-023-520231	Transfer to Sewerage Fund	\$ -	\$ -	\$ -	\$ -	0.00%
	Transfers To Other Funds	\$ 61,340.00	\$ -	\$ -	\$ 61,340.00	0.00%
023	Garbage	\$ 886,948.70	\$ 53,028.68	\$ 513,836.11	\$ 373,112.59	57.93%
223-025-442600	State Grants	\$ -	\$ -	\$ -	\$ -	0.00%
	Intergovernmental	\$ -	\$ -	\$ -	\$ -	0.00%
223-025-499800	Miscellaneous Receipts	\$ -	\$ -	\$ -	\$ -	0.00%
	Other Revenue	\$ -	\$ -	\$ -	\$ -	0.00%

223-025-440100	Transfer From General Fund	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers From Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
223-025-511600	Salary: All Personnel	\$	338,480.38	\$	10,310.36	\$	65,831.82	\$	272,648.56	19.45%
223-025-515000	Overtime	\$	10,000.00	\$	1,292.16	\$	5,654.40	\$	4,345.60	56.54%
223-025-515500	Vacation Pay	\$	-	\$	996.04	\$	6,245.44	\$	(6,245.44)	0.00%
223-025-515600	Holiday Pay	\$	-	\$	1,292.16	\$	3,943.78	\$	(3,943.78)	0.00%
223-025-515800	Sick Pay	\$	-	\$	323.04	\$	3,849.56	\$	(3,849.56)	0.00%
223-025-515900	Compensated Absences	\$	-	\$	-	\$	-	\$	-	0.00%
223-025-517000	Oasdi/city Share 6.2%	\$	21,233.79	\$	837.05	\$	5,043.66	\$	16,190.13	23.75%
223-025-517001	Medicare/city Share 1.45%	\$	4,965.96	\$	195.77	\$	1,179.58	\$	3,786.38	23.75%
223-025-517401	IMRF	\$	39,062.15	\$	1,658.73	\$	8,362.17	\$	30,699.98	21.41%
223-025-518000	Group Insurance	\$	40,353.22	\$	6,074.94	\$	36,963.03	\$	3,390.19	91.60%
223-025-518200	Unemployment Insurance	\$	-	\$	-	\$	-	\$	-	0.00%
223-025-518300	Workers Comp Insurance	\$	5,455.00	\$	-	\$	892.30	\$	4,562.70	16.36%
223-025-554300	Uniforms And Tools	\$	1,000.00	\$	-	\$	811.85	\$	188.15	81.19%
223-025-557200	License And Inspection Fees	\$	-	\$	-	\$	45.00	\$	(45.00)	0.00%
223-025-559000	Medical Expense/supplies	\$	-	\$	-	\$	74.00	\$	(74.00)	0.00%
	Personnel	\$	460,550.50	\$	22,980.25	\$	138,896.59	\$	321,653.91	30.16%
223-025-519000	Training And Education	\$	-	\$	-	\$	-	\$	-	0.00%
	Training & Education	\$	-	\$	-	\$	-	\$	-	0.00%
223-025-520200	Office Supplies	\$	-	\$	-	\$	-	\$	-	0.00%
223-025-520400	Postage	\$	-	\$	-	\$	-	\$	-	0.00%
223-025-522400	General Supplies	\$	250.00	\$	-	\$	52.50	\$	197.50	21.00%
223-025-529000	Equipment	\$	500.00	\$	-	\$	-	\$	500.00	0.00%
223-025-556100	Gasoline/diesel Fuel	\$	15,000.00	\$	-	\$	-	\$	15,000.00	0.00%
	Supplies & Materials	\$	15,750.00	\$	-	\$	52.50	\$	15,697.50	0.33%
223-025-518100	Liability Insurance Premiums	\$	2,654.65	\$	-	\$	397.00	\$	2,257.65	14.95%
223-025-524000	Lease/rental Of Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
223-025-534000	Automotive Expense	\$	15,000.00	\$	715.00	\$	9,253.78	\$	5,746.22	61.69%
223-025-534400	Equipment Repairs	\$	-	\$	-	\$	-	\$	-	0.00%
223-025-538000	Maintenance Agreements	\$	-	\$	-	\$	-	\$	-	0.00%
223-025-550300	Telephone	\$	-	\$	-	\$	-	\$	-	0.00%
223-025-551600	Dues And Subscriptions	\$	-	\$	-	\$	-	\$	-	0.00%
223-025-555000	Radio Expense	\$	-	\$	-	\$	-	\$	-	0.00%
223-025-560500	Consulting Services	\$	-	\$	-	\$	-	\$	-	0.00%
223-025-561200	Engineering Fees	\$	-	\$	-	\$	-	\$	-	0.00%
223-025-566501	Compost Site Expense	\$	80,000.00	\$	1,290.30	\$	72,843.30	\$	7,156.70	91.05%
223-025-569000	Other Contractual Service	\$	1,000.00	\$	-	\$	-	\$	1,000.00	0.00%
	Contractual Services	\$	98,654.65	\$	2,005.30	\$	82,494.08	\$	16,160.57	83.62%
223-025-587000	Machinery And Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
223-025-587001	Lease/Purchase Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
223-025-587100	Office Equipment & Furniture	\$	-	\$	-	\$	-	\$	-	0.00%
223-025-587500	Vehicles	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Outlay	\$	-	\$	-	\$	-	\$	-	0.00%
223-025-518700	Mileage	\$	-	\$	-	\$	-	\$	-	0.00%
223-025-551000	Printing And Publications	\$	500.00	\$	-	\$	70.00	\$	430.00	14.00%
223-025-554200	Meals Lodging	\$	-	\$	-	\$	-	\$	-	0.00%
223-025-599000	Miscellaneous	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	500.00	\$	-	\$	70.00	\$	430.00	14.00%
025	Yardwaste	\$	(575,455.15)	\$	(24,985.55)	\$	(221,513.17)	\$	(353,941.98)	38.49%
223-026-442600	State Grants	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-442700	County Grants	\$	71,000.00	\$	-	\$	-	\$	71,000.00	0.00%
	Intergovernmental	\$	71,000.00	\$	-	\$	-	\$	71,000.00	0.00%
223-026-459000	Recycling Revenue	\$	-	\$	(48.00)	\$	288.00	\$	(288.00)	0.00%
223-026-491500	Sale of Municipal Property	\$	8,000.00	\$	760.00	\$	6,240.00	\$	1,760.00	78.00%
223-026-499800	Miscellaneous Receipts	\$	-	\$	-	\$	-	\$	-	0.00%

	Other Revenue	\$	8,000.00	\$	712.00	\$	6,528.00	\$	1,472.00	81.60%
223-026-440100	Transfer From General Fund	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers From Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-511600	Salary: All Personnel	\$	111,527.36	\$	10,727.62	\$	72,674.42	\$	38,852.94	65.16%
223-026-515000	Overtime	\$	7,318.50	\$	1,615.20	\$	5,784.44	\$	1,534.06	79.04%
223-026-515500	Vacation Pay	\$	-	\$	-	\$	3,230.40	\$	(3,230.40)	0.00%
223-026-515600	Holiday Pay	\$	-	\$	1,076.80	\$	3,661.12	\$	(3,661.12)	0.00%
223-026-515800	Sick Pay	\$	-	\$	901.82	\$	2,355.50	\$	(2,355.50)	0.00%
223-026-515900	Compensated Absences	\$	-	\$	-	\$	1,292.16	\$	(1,292.16)	0.00%
223-026-517000	Oasdi/city Share 6.2%	\$	21,589.94	\$	865.36	\$	5,356.83	\$	16,233.11	24.81%
223-026-517001	Medicare/city Share 1.45%	\$	4,967.05	\$	202.38	\$	1,252.79	\$	3,714.26	25.22%
223-026-517401	IMRF	\$	39,680.63	\$	1,671.30	\$	8,692.43	\$	30,988.20	21.91%
223-026-518000	Group Insurance	\$	60,610.91	\$	3,104.97	\$	23,904.25	\$	36,706.66	39.44%
223-026-518300	Workers Comp Insurance	\$	7,946.40	\$	-	\$	7,032.58	\$	913.82	88.50%
223-026-554300	Uniforms And Tools	\$	800.00	\$	-	\$	311.85	\$	488.15	38.98%
223-026-557200	License And Inspection Fees	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-559000	Medical Expense/supplies	\$	-	\$	-	\$	84.00	\$	(84.00)	0.00%
	Personnel	\$	254,440.79	\$	20,165.45	\$	135,632.77	\$	118,808.02	53.31%
223-026-519000	Training And Education	\$	-	\$	-	\$	-	\$	-	0.00%
	Training & Education	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-520200	Office Supplies	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-520400	Postage	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-522000	Photographic Supplies	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-522400	General Supplies	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-529000	Equipment	\$	5,000.00	\$	-	\$	4,997.60	\$	2.40	99.95%
223-026-556100	Gasoline/diesel Fuel	\$	7,500.00	\$	1,082.50	\$	7,701.50	\$	(201.50)	102.69%
	Supplies & Materials	\$	12,500.00	\$	1,082.50	\$	12,699.10	\$	(199.10)	101.59%
223-026-518100	Liability Insurance Premiums	\$	4,017.40	\$	-	\$	2,625.00	\$	1,392.40	65.34%
223-026-524000	Lease/rental Of Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-534000	Automotive Expense	\$	20,000.00	\$	390.00	\$	5,976.74	\$	14,023.26	29.88%
223-026-534400	Equipment Repairs	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-538000	Maintenance Agreements	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-550300	Telephone	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-551600	Dues And Subscriptions	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-555000	Radio Expense	\$	500.00	\$	-	\$	-	\$	500.00	0.00%
223-026-561200	Engineering Fees	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-566502	Recycling Expense	\$	60,000.00	\$	6,262.81	\$	42,579.37	\$	17,420.63	70.97%
223-026-569000	Other Contractual Service	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-592000	Community Education	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-598200	Grant Expenses	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	84,517.40	\$	6,652.81	\$	51,181.11	\$	33,336.29	60.56%
223-026-587000	Machinery And Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-587001	Lease/Purchase Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-587100	Office Equipment & Furniture	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-587500	Vehicles	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Outlay	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-518700	Mileage	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-550100	Utilities	\$	-	\$	59.88	\$	449.66	\$	(449.66)	0.00%
223-026-551000	Printing And Publications	\$	1,000.00	\$	-	\$	307.00	\$	693.00	30.70%
223-026-554200	Meals Lodging	\$	-	\$	-	\$	-	\$	-	0.00%
223-026-599000	Miscellaneous	\$	115.51	\$	-	\$	-	\$	115.51	0.00%
	Other Expenditures	\$	1,115.51	\$	59.88	\$	756.66	\$	358.85	67.83%
026	Recycling	\$	(273,573.70)	\$	(27,248.64)	\$	(193,741.64)	\$	(79,832.06)	70.82%
223	Solid Waste	\$	37,919.85	\$	794.49	\$	98,581.30	\$	(60,661.45)	259.97%
231	Sewerage									
231-000-218905	IL EPA Loan	\$	-	\$	-	\$	-	\$	-	0.00%

	Debt Proceeds	\$	-	\$	-	\$	-	\$	-	0.00%
231-000-150600	Building Improvements	\$	-	\$	-	\$	-	\$	-	0.00%
	Supplies & Materials	\$	-	\$	-	\$	-	\$	-	0.00%
000	Non Departmental	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-442500	Federal Grants	\$	-	\$	-	\$	-	\$	-	0.00%
	Intergovernmental	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-452000	Sewage Treatment - N Pekin	\$	57,600.00	\$	4,797.07	\$	158,027.81	\$	(100,427.81)	274.35%
231-029-452900	Sewer Connection Fees	\$	24,000.00	\$	-	\$	-	\$	24,000.00	0.00%
231-029-458400	Vactor Disposal Fees	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-459100	Basic Service Fees	\$	7,100,000.00	\$	577,837.67	\$	4,573,494.04	\$	2,526,505.96	64.42%
231-029-459200	Surcharge	\$	30,000.00	\$	1,903.00	\$	14,757.06	\$	15,242.94	49.19%
231-029-459300	Capital Replacement Fees	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-494100	City Property Dmg Reimb	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-498900	Non Sufficient Funds Fee	\$	-	\$	225.00	\$	1,775.00	\$	(1,775.00)	0.00%
	Fees/Charges For Service	\$	7,211,600.00	\$	584,762.74	\$	4,748,053.91	\$	2,463,546.09	65.84%
231-029-420900	Sewer Contractors License	\$	500.00	\$	-	\$	500.00	\$	-	100.00%
231-029-427200	Sewer Permits	\$	-	\$	-	\$	-	\$	-	0.00%
	Licenses And Permits	\$	500.00	\$	-	\$	500.00	\$	-	100.00%
231-029-490100	Interest Earnings	\$	156,500.00	\$	11,390.91	\$	113,385.71	\$	43,114.29	72.45%
231-029-490101	Interest Income	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-490110	Ww Finance Charge	\$	300,000.00	\$	31,607.99	\$	268,619.57	\$	31,380.43	89.54%
231-029-490300	Court Fees	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-491900	Incr/decr Investment Valu	\$	-	\$	-	\$	-	\$	-	0.00%
	Investment Earnings	\$	456,500.00	\$	42,998.90	\$	382,005.28	\$	74,494.72	83.68%
231-029-490500	Lien File & Release Fees	\$	15,000.00	\$	359.40	\$	16,942.72	\$	(1,942.72)	112.95%
231-029-490550	Lien Filing Search Fee	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-490600	Water Company Commission	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-490800	Developer Agreement Payments	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-491500	Sale Of Municipal Property	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-499400	Proceeds of Auction	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-499800	Miscellaneous Receipts	\$	-	\$	-	\$	1,893.07	\$	(1,893.07)	0.00%
231-029-499802	Cash Over/short	\$	-	\$	(4.05)	\$	330.29	\$	(330.29)	0.00%
	Other Revenue	\$	15,000.00	\$	355.35	\$	19,166.08	\$	(4,166.08)	127.77%
231-029-492000	Bond Proceeds - Principal	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-492100	IL EPA Loan	\$	4,450,000.00	\$	-	\$	-	\$	4,450,000.00	0.00%
	Debt Proceeds	\$	4,450,000.00	\$	-	\$	-	\$	4,450,000.00	0.00%
231-029-440100	Transfer From General Fund	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-440223	Transfer from Solid Waste	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-440261	Transfer From Hud	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers From Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-511600	Salary: All Personnel	\$	559,510.00	\$	12,814.99	\$	48,566.13	\$	510,943.87	8.68%
231-029-515000	Overtime	\$	-	\$	-	\$	30.94	\$	(30.94)	0.00%
231-029-515500	Vacation Pay	\$	-	\$	2,522.45	\$	4,141.69	\$	(4,141.69)	0.00%
231-029-515600	Holiday Pay	\$	-	\$	1,704.17	\$	3,370.37	\$	(3,370.37)	0.00%
231-029-515800	Sick Pay	\$	-	\$	800.64	\$	1,611.96	\$	(1,611.96)	0.00%
231-029-515900	Compensated Absences	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-516700	Wellness Program	\$	3,500.00	\$	-	\$	38.00	\$	3,462.00	1.09%
231-029-517000	Oasdi/city Share 6.2%	\$	36,152.00	\$	1,045.85	\$	3,486.00	\$	32,666.00	9.64%
231-029-517001	Medicare/city Share 1.45%	\$	8,734.00	\$	244.51	\$	820.28	\$	7,913.72	9.39%
231-029-517401	IMRF	\$	47,383.00	\$	2,082.23	\$	5,225.79	\$	42,157.21	11.03%
231-029-518000	Group Insurance	\$	186,573.00	\$	6,359.49	\$	20,197.24	\$	166,375.76	10.83%
231-029-518200	Unemployment Insurance	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-518300	Workers Comp Insurance	\$	597.00	\$	-	\$	892.30	\$	(295.30)	149.46%
231-029-559000	Medical Expense/supplies	\$	-	\$	-	\$	58.00	\$	(58.00)	0.00%
	Personnel	\$	842,449.00	\$	27,574.33	\$	88,438.70	\$	754,010.30	10.50%

231-029-519000	Training And Education	\$	3,000.00	\$	-	\$	-	\$	3,000.00	0.00%
	Training & Education	\$	3,000.00	\$	-	\$	-	\$	3,000.00	0.00%
231-029-520200	Office Supplies	\$	600.00	\$	49.79	\$	211.57	\$	388.43	35.26%
231-029-520400	Postage	\$	30,000.00	\$	2,327.72	\$	20,973.91	\$	9,026.09	69.91%
231-029-529000	Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
	Supplies & Materials	\$	30,600.00	\$	2,377.51	\$	21,185.48	\$	9,414.52	69.23%
231-029-518100	Liability Insurance Premiums	\$	42,640.00	\$	-	\$	27,382.00	\$	15,258.00	64.22%
231-029-524000	Lease/rental Of Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-534400	Equipment Repairs	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-538000	Maintenance Agreements	\$	1,250.00	\$	-	\$	1,096.44	\$	153.56	87.72%
231-029-550300	Telephone	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-551600	Dues And Subscriptions	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-559900	Provisions For Bad Debts	\$	-	\$	-	\$	75.00	\$	(75.00)	0.00%
231-029-560600	Corporate Counsel Fees	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-560700	IL-Am Water Shut Off Expense	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-560701	American Water Consmpmn Repts	\$	13,000.00	\$	1,037.12	\$	8,302.50	\$	4,697.50	63.87%
231-029-560800	Collection Agency Fees	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-561000	Legal Fees	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-561800	Bond Issue Expense	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-562300	Summons Fees	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-569000	Other Contractual Service	\$	35,000.00	\$	2,494.39	\$	24,465.57	\$	10,534.43	69.90%
231-029-599801	Computer Software	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	91,890.00	\$	3,531.51	\$	61,321.51	\$	30,568.49	66.73%
231-029-587100	Office Equipment & Furniture	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-587500	Vehicles	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Outlay	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-518700	Mileage	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-551000	Printing And Publications	\$	-	\$	-	\$	18.50	\$	(18.50)	0.00%
231-029-554200	Meals Lodging	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-590600	Bank Charges	\$	8,000.00	\$	784.03	\$	6,967.81	\$	1,032.19	87.10%
231-029-593300	Lien Filing Fee	\$	15,000.00	\$	616.20	\$	14,077.80	\$	922.20	93.85%
231-029-593302	Judgement Filing Fee	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-599000	Miscellaneous	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-599802	Computer Hardware	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-599999	Contingency	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	23,000.00	\$	1,400.23	\$	21,064.11	\$	1,935.89	91.58%
231-029-590400	Interest Paid	\$	-	\$	39,653.42	\$	335,769.59	\$	(335,769.59)	0.00%
231-029-591000	Bond Principal Retired	\$	493,586.00	\$	-	\$	-	\$	493,586.00	0.00%
231-029-591100	Bond Registrar Fees	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-591101	Bond Issuance Costs	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-591102	Partial Defeasance Genera	\$	-	\$	-	\$	-	\$	-	0.00%
231-029-591400	Loan Payments	\$	2,506,716.00	\$	-	\$	-	\$	2,506,716.00	0.00%
	Debt Service	\$	3,000,302.00	\$	39,653.42	\$	335,769.59	\$	2,664,532.41	11.19%
231-029-520100	Transfer To General Fund	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers To Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
029	Waste Water	\$	8,142,359.00	\$	553,579.99	\$	4,621,945.88	\$	3,520,413.12	56.76%
231-030-499800	Miscellaneous Receipts	\$	-	\$	-	\$	6,733.45	\$	(6,733.45)	0.00%
	Other Revenue	\$	-	\$	-	\$	6,733.45	\$	(6,733.45)	0.00%
231-030-511600	Salary: All Personnel	\$	200,573.57	\$	17,471.97	\$	153,602.87	\$	46,970.70	76.58%
231-030-515000	Overtime	\$	15,000.00	\$	1,882.50	\$	10,426.66	\$	4,573.34	69.51%
231-030-515500	Vacation Pay	\$	-	\$	165.55	\$	6,041.92	\$	(6,041.92)	0.00%
231-030-515600	Holiday Pay	\$	-	\$	441.12	\$	3,005.91	\$	(3,005.91)	0.00%
231-030-515800	Sick Pay	\$	-	\$	303.16	\$	3,104.26	\$	(3,104.26)	0.00%
231-030-517000	Oasdi/city Share 6.2%	\$	13,366.00	\$	1,224.32	\$	10,520.93	\$	2,845.07	78.71%
231-030-517001	Medicare/city Share 1.45%	\$	3,126.00	\$	286.45	\$	2,463.47	\$	662.53	78.81%
231-030-517401	IMRF	\$	55,944.00	\$	2,364.93	\$	17,025.04	\$	38,918.96	30.43%
231-030-518000	Group Insurance	\$	63,073.00	\$	4,542.06	\$	46,428.04	\$	16,644.96	73.61%

231-030-518200	Unemployment Insurance	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-518300	Workers Comp Insurance	\$	38,652.00	\$	-	\$	14,416.80	\$	24,235.20	37.30%
231-030-559000	Medical Expense/supplies	\$	-	\$	-	\$	-	\$	-	0.00%
	Personnel	\$	389,734.57	\$	28,682.06	\$	267,035.90	\$	122,698.67	68.52%
231-030-519000	Training And Education	\$	-	\$	-	\$	-	\$	-	0.00%
	Training & Education	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-520200	Office Supplies	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-520400	Postage	\$	25.00	\$	-	\$	-	\$	25.00	0.00%
231-030-522000	Photographic Supplies	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-522400	General Supplies	\$	3,500.00	\$	14.98	\$	2,106.67	\$	1,393.33	60.19%
231-030-529000	Equipment	\$	1,500.00	\$	65.98	\$	129.88	\$	1,370.12	8.66%
231-030-556100	Gasoline/diesel Fuel	\$	-	\$	-	\$	1,132.25	\$	(1,132.25)	0.00%
	Supplies & Materials	\$	5,025.00	\$	80.96	\$	3,368.80	\$	1,656.20	67.04%
231-030-518100	Liability Insurance Premiums	\$	35,574.00	\$	-	\$	11,714.00	\$	23,860.00	32.93%
231-030-520400	Lease/rental Of Equipment	\$	-	\$	-	\$	13,566.70	\$	(13,566.70)	0.00%
231-030-534000	Automotive Expense	\$	5,000.00	\$	72.43	\$	4,643.83	\$	356.17	92.88%
231-030-534400	Equipment Repairs	\$	45,000.00	\$	531.38	\$	28,933.72	\$	16,066.28	64.30%
231-030-536000	Tree Removal / Replacemen	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-538000	Maintenance Agreements	\$	2,150.00	\$	-	\$	-	\$	2,150.00	0.00%
231-030-550100	Utilities	\$	20,000.00	\$	1,766.57	\$	10,748.58	\$	9,251.42	53.74%
231-030-550300	Telephone	\$	2,000.00	\$	-	\$	1,506.98	\$	493.02	75.35%
231-030-551600	Dues And Subscriptions	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-555000	Radio Expense	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-557300	Epa Permits	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-560600	Corporate Counsel Fees	\$	1,000.00	\$	-	\$	5,258.98	\$	(4,258.98)	525.90%
231-030-561200	Engineering Fees	\$	450,000.00	\$	1,418.21	\$	30,743.33	\$	419,256.67	6.83%
231-030-561300	Testing Fees And Expenses	\$	5,000.00	\$	-	\$	-	\$	5,000.00	0.00%
231-030-564000	Sewer Maintenance/Improvements	\$	-	\$	1,036.25	\$	6,872.64	\$	(6,872.64)	0.00%
231-030-569000	Other Contractual Service	\$	50,000.00	\$	75,630.08	\$	114,719.62	\$	(64,719.62)	229.44%
231-030-569001	Street Maintenance	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-569020	Contract Sewer Operation	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-599801	Computer Software	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	615,724.00	\$	80,454.92	\$	228,708.38	\$	387,015.62	37.14%
231-030-580200	Purchase Of Property	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-580400	Building Purchase/Construction	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-580401	Building Repair	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-580600	Sewer Construction	\$	4,000,000.00	\$	-	\$	-	\$	4,000,000.00	0.00%
231-030-580601	Sewer Repair	\$	200,000.00	\$	-	\$	198,158.84	\$	1,841.16	99.08%
231-030-587000	Machinery And Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-587100	Office Equipment & Furniture	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-587500	Vehicles	\$	175,000.00	\$	-	\$	-	\$	175,000.00	0.00%
	Capital Outlay	\$	4,375,000.00	\$	-	\$	198,158.84	\$	4,176,841.16	4.53%
231-030-518700	Mileage	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-551000	Printing And Publications	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-554200	Meals Lodging	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-599000	Miscellaneous	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-599802	Computer Hardware	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-599900	Depreciation Expense	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-599902	Amortization Expense	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	-	\$	-	\$	-	\$	-	0.00%
231-030-590400	Interest Paid	\$	-	\$	-	\$	14,116.80	\$	(14,116.80)	0.00%
	Debt Service	\$	-	\$	-	\$	14,116.80	\$	(14,116.80)	0.00%
231-030-520100	Transfer To General Fund	\$	639,000.00	\$	-	\$	-	\$	639,000.00	0.00%
231-030-520445	Transfer To Capital Proje	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers To Other Funds	\$	639,000.00	\$	-	\$	-	\$	639,000.00	0.00%
030	Sanitary Sewer	\$	(6,024,483.57)	\$	(109,217.94)	\$	(704,655.27)	\$	(5,319,828.30)	11.70%
231-031-499800	Miscellaneous Receipts	\$	-	\$	-	\$	-	\$	-	0.00%

	Other Revenue	\$	-	\$	-	\$	-	\$	-	0.00%
231-031-511600	Salary: All Personnel	\$	498,588.00	\$	41,641.99	\$	286,008.15	\$	212,579.85	57.36%
231-031-515000	Overtime	\$	10,000.00	\$	-	\$	456.85	\$	9,543.15	4.57%
231-031-515500	Vacation Pay	\$	-	\$	4,847.24	\$	25,714.69	\$	(25,714.69)	0.00%
231-031-515600	Holiday Pay	\$	-	\$	5,037.66	\$	14,808.42	\$	(14,808.42)	0.00%
231-031-515800	Sick Pay	\$	-	\$	1,832.75	\$	8,631.24	\$	(8,631.24)	0.00%
231-031-515900	Compensated Absences	\$	-	\$	-	\$	-	\$	-	0.00%
231-031-516700	Wellness Program	\$	3,500.00	\$	-	\$	-	\$	3,500.00	0.00%
231-031-517000	Oasdi/city Share 6.2%	\$	31,532.00	\$	3,225.20	\$	20,310.24	\$	11,221.76	64.41%
231-031-517001	Medicare/city Share 1.45%	\$	7,375.00	\$	754.27	\$	4,750.19	\$	2,624.81	64.41%
231-031-517401	IMRF	\$	58,589.00	\$	6,227.06	\$	32,872.17	\$	25,716.83	56.11%
231-031-518000	Group Insurance	\$	152,519.00	\$	11,259.18	\$	70,329.82	\$	82,189.18	46.11%
231-031-518200	Unemployment Insurance	\$	17,553.00	\$	-	\$	-	\$	17,553.00	0.00%
231-031-518300	Workers Comp Insurance	\$	48,313.00	\$	-	\$	2,401.37	\$	45,911.63	4.97%
231-031-554300	Uniforms And Tools	\$	1,000.00	\$	-	\$	760.94	\$	239.06	76.09%
231-031-557200	License And Inspection Fees	\$	-	\$	1,615.00	\$	2,533.16	\$	(2,533.16)	0.00%
231-031-559000	Medical Expense/supplies	\$	-	\$	-	\$	-	\$	-	0.00%
	Personnel	\$	828,969.00	\$	76,440.35	\$	469,577.24	\$	359,391.76	56.65%
231-031-519000	Training And Education	\$	2,000.00	\$	-	\$	-	\$	2,000.00	0.00%
	Training & Education	\$	2,000.00	\$	-	\$	-	\$	2,000.00	0.00%
231-031-520200	Office Supplies	\$	100.00	\$	-	\$	94.99	\$	5.01	94.99%
231-031-520400	Postage	\$	-	\$	-	\$	-	\$	-	0.00%
231-031-522000	Photographic Supplies	\$	-	\$	-	\$	-	\$	-	0.00%
231-031-522200	Chemical Supplies	\$	100,000.00	\$	10,717.23	\$	65,942.17	\$	34,057.83	65.94%
231-031-522400	General Supplies	\$	3,000.00	\$	310.41	\$	5,643.38	\$	(2,643.38)	188.11%
231-031-522600	Machine Lubricant & Oil	\$	2,000.00	\$	-	\$	712.66	\$	1,287.34	35.63%
231-031-529000	Equipment	\$	-	\$	-	\$	7,389.26	\$	(7,389.26)	0.00%
231-031-535000	Material And Hauling	\$	1,000.00	\$	-	\$	-	\$	1,000.00	0.00%
231-031-556100	Gasoline/diesel Fuel	\$	5,000.00	\$	131.50	\$	153.50	\$	4,846.50	3.07%
231-031-580401	Building Repairs	\$	80,000.00	\$	-	\$	-	\$	80,000.00	0.00%
	Supplies & Materials	\$	191,100.00	\$	11,159.14	\$	79,935.96	\$	111,164.04	41.83%
231-031-518100	Liability Insurance Premiums	\$	7,280.00	\$	-	\$	234.00	\$	7,046.00	3.21%
231-031-524000	Lease/rental Of Equipment	\$	-	\$	-	\$	2,135.30	\$	(2,135.30)	0.00%
231-031-534000	Automotive Expense	\$	-	\$	97.50	\$	5,588.58	\$	(5,588.58)	0.00%
231-031-534200	Buildings And Grounds Rep	\$	10,000.00	\$	-	\$	-	\$	10,000.00	0.00%
231-031-534400	Equipment Repairs	\$	35,000.00	\$	8,098.91	\$	33,603.66	\$	1,396.34	96.01%
231-031-536000	Tree removal, trim	\$	-	\$	-	\$	-	\$	-	0.00%
231-031-536300	Snow Removal - Salt	\$	2,000.00	\$	-	\$	-	\$	2,000.00	0.00%
231-031-536400	Sludge Removal	\$	100,000.00	\$	13,985.59	\$	55,149.87	\$	44,850.13	55.15%
231-031-538000	Maintenance Agreements	\$	10,000.00	\$	-	\$	4,537.85	\$	5,462.15	45.38%
231-031-550100	Utilities	\$	200,000.00	\$	11,478.84	\$	144,022.35	\$	55,977.65	72.01%
231-031-550300	Telephone	\$	20,000.00	\$	-	\$	1,139.88	\$	18,860.12	5.70%
231-031-551600	Dues And Subscriptions	\$	-	\$	-	\$	-	\$	-	0.00%
231-031-555000	Radio Expense	\$	-	\$	-	\$	-	\$	-	0.00%
231-031-557300	Epa Permits	\$	38,000.00	\$	-	\$	38,000.00	\$	-	100.00%
231-031-560100	Auditing Fees	\$	5,000.00	\$	-	\$	607.12	\$	4,392.88	12.14%
231-031-560600	Corporate Counsel Fees	\$	-	\$	-	\$	-	\$	-	0.00%
231-031-561000	Attorney Fees	\$	-	\$	-	\$	-	\$	-	0.00%
231-031-561200	Engineering Fees	\$	15,000.00	\$	-	\$	3,714.50	\$	11,285.50	24.76%
231-031-561300	Testing Fees And Expenses	\$	70,000.00	\$	235.68	\$	37,829.42	\$	32,170.58	54.04%
231-031-566600	Pest Control	\$	2,700.00	\$	215.00	\$	1,935.00	\$	765.00	71.67%
231-031-569000	Other Contractual Service	\$	20,000.00	\$	1,202.23	\$	39,665.15	\$	(19,665.15)	198.33%
231-031-599801	Computer Software	\$	6,000.00	\$	495.00	\$	495.00	\$	5,505.00	8.25%
	Contractual Services	\$	540,980.00	\$	35,808.75	\$	368,657.68	\$	172,322.32	68.15%
231-031-580400	Building Purchase/Construction	\$	-	\$	-	\$	-	\$	-	0.00%
231-031-580500	Road construction	\$	-	\$	-	\$	-	\$	-	0.00%
231-031-587000	Machinery And Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
231-031-587500	Vehicles	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Outlay	\$	-	\$	-	\$	-	\$	-	0.00%
231-031-518700	Mileage	\$	-	\$	-	\$	-	\$	-	0.00%

231-031-551000	Printing And Publications	\$	-	\$	-	\$	-	\$	-	0.00%
231-031-554200	Meals Lodging	\$	-	\$	-	\$	-	\$	-	0.00%
231-031-599000	Miscellaneous	\$	22,835.00	\$	-	\$	430.00	\$	22,405.00	1.88%
231-031-599700	Fixed Asset Disposal	\$	-	\$	-	\$	-	\$	-	0.00%
231-031-599802	Computer Hardware	\$	-	\$	-	\$	707.97	\$	(707.97)	0.00%
231-031-599900	Depreciation Expense	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	22,835.00	\$	-	\$	1,137.97	\$	21,697.03	4.98%
231-031-520100	Transfer To General Fund	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers To Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
031	Wastewater Treatment Plant	\$	(1,585,884.00)	\$	(123,408.24)	\$	(919,308.85)	\$	(666,575.15)	57.97%
231-033-428000	Erosion Control	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-459100	Basic Service Fees	\$	-	\$	-	\$	-	\$	-	0.00%
	Fees/Charges For Service	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-492100	Loan Proceeds	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-499800	Miscellaneous Revenue	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Revenue	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-440100	Transfer from General Fund	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-440445	Transfer From Capital Fund	\$	330,000.00	\$	-	\$	-	\$	330,000.00	0.00%
	Transfers From Other Funds	\$	330,000.00	\$	-	\$	-	\$	330,000.00	0.00%
231-033-511600	Salary: All Personnel	\$	201,564.00	\$	14,338.41	\$	118,055.52	\$	83,508.48	58.57%
231-033-515000	Overtime	\$	10,000.00	\$	4,267.10	\$	20,156.17	\$	(10,156.17)	201.56%
231-033-515500	Vacation Pay	\$	-	\$	868.60	\$	4,370.43	\$	(4,370.43)	0.00%
231-033-515600	Holiday Pay	\$	-	\$	935.64	\$	2,711.88	\$	(2,711.88)	0.00%
231-033-515800	Sick Pay	\$	-	\$	529.96	\$	1,779.08	\$	(1,779.08)	0.00%
231-033-517000	Oasdi/city Share 6.2%	\$	13,580.00	\$	1,267.19	\$	8,902.82	\$	4,677.18	65.56%
231-033-517001	Medicare/city Share 1.45%	\$	3,140.00	\$	296.39	\$	2,082.62	\$	1,057.38	66.33%
231-033-517401	IMRF	\$	15,779.00	\$	2,443.67	\$	14,331.74	\$	1,447.26	90.83%
231-033-518000	Group Insurance	\$	74,026.00	\$	3,975.00	\$	31,638.77	\$	42,387.23	42.74%
231-033-518300	Workers Comp Insurance	\$	12,003.00	\$	-	\$	-	\$	12,003.00	0.00%
	Personnel	\$	330,092.00	\$	28,921.96	\$	204,029.03	\$	126,062.97	61.81%
231-033-519000	Training And Education	\$	-	\$	-	\$	-	\$	-	0.00%
	Training & Education	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-520200	Office Supplies	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-520400	Postage	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-522000	Photographic Supplies	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-522400	General Supplies	\$	600.00	\$	-	\$	202.12	\$	397.88	33.69%
231-033-529000	Equipment	\$	-	\$	-	\$	66.62	\$	(66.62)	0.00%
231-033-535000	Material And Hauling	\$	-	\$	-	\$	3,237.95	\$	(3,237.95)	0.00%
231-033-556100	Gasoline/diesel Fuel	\$	-	\$	-	\$	-	\$	-	0.00%
	Supplies & Materials	\$	600.00	\$	-	\$	3,506.69	\$	(2,906.69)	584.45%
231-033-518100	Liability Insurance Premiums	\$	29,759.00	\$	-	\$	-	\$	29,759.00	0.00%
231-033-524000	Lease/rental Of Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-534000	Automotive Expense	\$	12,500.00	\$	205.82	\$	11,298.93	\$	1,201.07	90.39%
231-033-534400	Equipment Repairs	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-555000	Radio Expense	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-557300	Epa Permits	\$	1,000.00	\$	-	\$	1,000.00	\$	-	100.00%
231-033-560600	Corporate Counsel Fees	\$	-	\$	-	\$	200.00	\$	(200.00)	0.00%
231-033-560701	Il-amer Ww Billing Charge	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-561200	Engineering Fees	\$	25,000.00	\$	7,514.36	\$	46,223.98	\$	(21,223.98)	184.90%
231-033-561300	Lab testing fees	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-564100	Drainage Improvements	\$	-	\$	-	\$	12,556.49	\$	(12,556.49)	0.00%
231-033-569000	Other Contractual Service	\$	15,000.00	\$	6,231.83	\$	6,231.83	\$	8,768.17	41.55%
231-033-585400	Drainage District Assessm	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	83,259.00	\$	13,952.01	\$	77,511.23	\$	5,747.77	93.10%
231-033-580200	Land Purchase	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-580600	Sewer Construction	\$	2,653,000.00	\$	172,180.02	\$	291,317.56	\$	2,361,682.44	10.98%

231-033-580601	Sewer Repair	\$	-	\$	-	\$	6,569.00	\$	(6,569.00)	0.00%
231-033-587000	Machinery And Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-587500	Vehicles	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-599998	Capital Set Aside	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Outlay	\$	2,653,000.00	\$	172,180.02	\$	297,886.56	\$	2,355,113.44	11.23%
231-033-518700	Mileage	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-550100	Utilities	\$	2,000.00	\$	-	\$	1,365.52	\$	634.48	68.28%
231-033-551000	Printing and Publications	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-590600	Bank Charges	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-593300	lien filing & release fees	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-599802	Computer Hardware	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-599900	Depreciation Expense	\$	-	\$	-	\$	-	\$	-	0.00%
231-033-599999	Contingency	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	2,000.00	\$	-	\$	1,365.52	\$	634.48	68.28%
231-033-590400	Interest Paid	\$	-	\$	1,732.96	\$	16,544.57	\$	(16,544.57)	0.00%
231-033-591400	Loan payments	\$	215,093.00	\$	15,945.53	\$	142,561.84	\$	72,531.16	66.28%
	Debt Service	\$	215,093.00	\$	17,678.49	\$	159,106.41	\$	55,986.59	73.97%
231-033-520100	Transfer To General Fund	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers To Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
033	Storm Water	\$	(2,954,044.00)	\$	(232,732.48)	\$	(743,405.44)	\$	(2,210,638.56)	25.17%
231	Sewerage	\$	(2,422,052.57)	\$	88,221.33	\$	2,254,576.32	\$	(4,676,628.89)	-93.09%
240	Motor Fuel									
240-240-414000	Illinois Motor Fuel Tax	\$	875,000.00	\$	149,661.82	\$	912,903.28	\$	(37,903.28)	104.33%
	Taxes	\$	875,000.00	\$	149,661.82	\$	912,903.28	\$	(37,903.28)	104.33%
240-240-435200	Traffic Lgt Maint Reimb	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-442500	Federal Grants	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-442600	State Grants	\$	380,000.00	\$	-	\$	264,342.26	\$	115,657.74	69.56%
	Intergovernmental	\$	380,000.00	\$	-	\$	264,342.26	\$	115,657.74	69.56%
240-240-455001	Franchise Fee - Cilco	\$	-	\$	-	\$	-	\$	-	0.00%
	Fees/Charges For Service	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-463500	Late Payment Penalty	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-463600	Interest Charges	\$	-	\$	-	\$	-	\$	-	0.00%
	Fines And Forfeitures	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-490100	Interest Earnings	\$	68,500.00	\$	4,396.76	\$	50,321.08	\$	18,178.92	73.46%
240-240-490200	Gain On Securities Sold	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-491900	Incr/decr Investment Valu	\$	-	\$	-	\$	-	\$	-	0.00%
	Investment Earnings	\$	68,500.00	\$	4,396.76	\$	50,321.08	\$	18,178.92	73.46%
240-240-499800	Miscellaneous Receipts	\$	-	\$	-	\$	(1,320.00)	\$	1,320.00	0.00%
	Other Revenue	\$	-	\$	-	\$	(1,320.00)	\$	1,320.00	0.00%
240-240-440100	Transfer From General Fund	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-440261	Transfer From Hud	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-440445	Transfer from Capital	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers From Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-511600	Salary: All Personnel	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-515500	Vacation Pay	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-515600	Holiday Pay	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-515800	Sick Pay	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-517000	Oasdi/city Share 6.2%	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-517001	Medicare/city Share 1.45%	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-517401	IMRF	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-518300	Workers Comp Insurance	\$	-	\$	-	\$	-	\$	-	0.00%
	Personnel	\$	-	\$	-	\$	-	\$	-	0.00%

240-240-522400	General Supplies	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-523000	Traffic/Street Signs & Marking	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-529000	Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-535000	Material And Hauling	\$	150,000.00	\$	796.43	\$	91,744.30	\$	58,255.70	61.16%
	Supplies & Materials	\$	150,000.00	\$	796.43	\$	91,744.30	\$	58,255.70	61.16%
240-240-532000	Electronic Equipment Main	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-534900	Sidewalk Renovation	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-536000	Tree Removal / Replacemen	\$	-	\$	-	\$	1,500.00	\$	(1,500.00)	0.00%
240-240-536300	Snow Removal - Salt & Chemical	\$	200,000.00	\$	-	\$	-	\$	200,000.00	0.00%
240-240-550500	Electricity For Street Lights	\$	-	\$	-	\$	121,660.38	\$	(121,660.38)	0.00%
240-240-550600	Electricity For Signal Lights	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-561200	Engineering Fees	\$	750,000.00	\$	70,374.86	\$	360,417.55	\$	389,582.45	48.06%
240-240-561300	Testing Fees And Expenses	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-561301	Testing - Street Maintenance	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-563000	Contract Construction	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-564100	Drainage Improvements	\$	-	\$	-	\$	7,511.38	\$	(7,511.38)	0.00%
240-240-569000	Other Contractual Service	\$	20,000.00	\$	-	\$	13,021.00	\$	6,979.00	65.11%
240-240-569001	Street Maintenance	\$	-	\$	-	\$	108,689.99	\$	(108,689.99)	0.00%
	Contractual Services	\$	970,000.00	\$	70,374.86	\$	612,800.30	\$	357,199.70	63.18%
240-240-580200	Purchase Of Property	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-580500	Street Construction	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-580501	Street Major Repair	\$	1,650,000.00	\$	5,294.90	\$	564,472.28	\$	1,085,527.72	34.21%
	Capital Outlay	\$	1,650,000.00	\$	5,294.90	\$	564,472.28	\$	1,085,527.72	34.21%
240-240-590600	Bank Charges	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-599000	Miscellaneous	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-599999	Contingency	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-520100	Transfer To General Fund	\$	-	\$	-	\$	-	\$	-	0.00%
240-240-520445	Transfer To Capital Proje	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers To Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
240	Motor Fuel	\$	(1,446,500.00)	\$	77,592.39	\$	(42,770.26)	\$	(1,403,729.74)	2.96%
240	Motor Fuel	\$	(1,446,500.00)	\$	77,592.39	\$	(42,770.26)	\$	(1,403,729.74)	2.96%
261	HUD									
261-261-446100	Grant Income	\$	731,138.70	\$	26,936.00	\$	69,934.76	\$	661,203.94	9.57%
261-261-446200	Program Income	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-446900	Hud Edfap2 Program Income	\$	-	\$	-	\$	-	\$	-	0.00%
	Intergovernmental	\$	731,138.70	\$	26,936.00	\$	69,934.76	\$	661,203.94	9.57%
261-261-450900	Loan Application Fees	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-451500	Lead Testing Fees	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-498900	Non Sufficient Funds Fee	\$	-	\$	-	\$	-	\$	-	0.00%
	Fees/Charges For Service	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-490100	Interest Earnings	\$	-	\$	-	\$	-	\$	-	0.00%
	Investment Earnings	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-446201	Bridges Out of Poverty	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-491400	Repayment/hud Rehab Grant	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-499500	Sale Of Bid Packages	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-499510	Hud Performance Bonds	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-499800	Miscellaneous Receipts	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-499802	Cash Over/short	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Revenue	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-440570	Transfer From Economic De	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers From Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-511600	Salary: All Personnel	\$	51,000.00	\$	10,103.59	\$	48,673.93	\$	2,326.07	95.44%
261-261-515000	Overtime	\$	-	\$	-	\$	-	\$	-	0.00%

261-261-515500	Vacation Pay	\$	-	\$	1,097.12	\$	1,455.86	\$	(1,455.86)	0.00%
261-261-515600	Holiday Pay	\$	-	\$	847.58	\$	2,066.72	\$	(2,066.72)	0.00%
261-261-515800	Sick Pay	\$	-	\$	210.16	\$	342.11	\$	(342.11)	0.00%
261-261-517000	Oasdi/city Share 6.2%	\$	3,162.00	\$	742.81	\$	3,165.14	\$	(3.14)	100.10%
261-261-517001	Medicare/city Share 1.45%	\$	739.50	\$	173.72	\$	757.74	\$	(18.24)	102.47%
261-261-517401	IMRF	\$	5,100.00	\$	1,430.58	\$	4,145.15	\$	954.85	81.28%
261-261-518000	Group Insurance	\$	13,500.00	\$	1,913.28	\$	7,558.72	\$	5,941.28	55.99%
261-261-518200	Unemployment Insurance	\$	-	\$	-	\$	11,016.00	\$	(11,016.00)	0.00%
261-261-518300	Workers Comp Insurance	\$	690.00	\$	-	\$	-	\$	690.00	0.00%
261-261-557200	License And Inspection Fe	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-559000	Medical Expense/supplies	\$	-	\$	-	\$	-	\$	-	0.00%
	Personnel	\$	74,191.50	\$	16,518.84	\$	79,181.37	\$	(4,989.87)	106.73%
261-261-519000	Training And Education	\$	2,500.00	\$	725.00	\$	725.00	\$	1,775.00	29.00%
	Training & Education	\$	2,500.00	\$	725.00	\$	725.00	\$	1,775.00	29.00%
261-261-520200	Office Supplies	\$	200.00	\$	37.00	\$	37.00	\$	163.00	18.50%
261-261-520400	Postage	\$	200.00	\$	8.00	\$	172.95	\$	27.05	86.48%
261-261-520401	Postage-proj Delivery/reh	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-522000	Photographic Supplies	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-529000	Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-556100	Gasoline/diesel Fuel	\$	-	\$	-	\$	-	\$	-	0.00%
	Supplies & Materials	\$	400.00	\$	45.00	\$	209.95	\$	190.05	52.49%
261-261-519001	Trng Bridges Out of Poverty	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-519002	Trng & Educ-code Enforce	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-524000	Lease/rental Of Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-534000	Automotive Expense	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-534400	Equipment Repairs	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-534900	Sidewalk Renovation / Ins	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-536000	Tree removal/trimming	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-538000	Maintenance Agreements	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-550300	Telephone	\$	900.00	\$	-	\$	-	\$	900.00	0.00%
261-261-551600	Dues And Subscriptions	\$	500.00	\$	-	\$	-	\$	500.00	0.00%
261-261-555000	Radio Expense	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-559900	Provisions For Bad Debts	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-560100	Auditing Fees	\$	1,000.00	\$	-	\$	7,285.42	\$	(6,285.42)	728.54%
261-261-560500	Consulting Services	\$	-	\$	412.50	\$	2,137.50	\$	(2,137.50)	0.00%
261-261-560600	Corporate Counsel Fees	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-561000	Legal Fees	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-561200	Engineering Fees	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-561300	Testing Fees And Expenses	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-562500	Demolition CDBG	\$	150,000.00	\$	9,232.00	\$	10,055.50	\$	139,944.50	6.70%
261-261-563100	Hud Residential Rehab	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-563101	Hud Emergency Projects	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-563102	Hud Backflow Projects	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-563103	Hud Senior/ada Program	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-563201	Contribution To Christ Civic	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-563202	Contribution To Boy's And	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-563203	Contribution To Salvation	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-563204	Isp	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-563205	Contributions	\$	60,000.00	\$	-	\$	-	\$	60,000.00	0.00%
261-261-563206	Contrib To Coalition/equa	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-563209	Public Facilities Projects	\$	139,274.00	\$	26,936.00	\$	26,936.00	\$	112,338.00	19.34%
261-261-569000	Other Contractual Service	\$	-	\$	-	\$	74.65	\$	(74.65)	0.00%
261-261-569001	Street Maintenance	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-573000	Down Payment Assistance	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-583000	Edfap Loan Program Expens	\$	150,000.00	\$	-	\$	-	\$	150,000.00	0.00%
261-261-599801	Computer Software	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	501,674.00	\$	36,580.50	\$	46,489.07	\$	455,184.93	9.27%
261-261-580201	Land Improvements	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-580400	Building Purchase/constru	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-580500	Street Construction	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-580600	Sewer Construction	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-584000	Construction	\$	-	\$	-	\$	-	\$	-	0.00%

261-261-584009	General Public Improvemen	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-584010	Public Service-street Res	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-584013	Public Facilities-ada S W	\$	115,000.00	\$	-	\$	-	\$	115,000.00	0.00%
261-261-587100	Office Equipment & Furniture	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Outlay	\$	115,000.00	\$	-	\$	-	\$	115,000.00	0.00%
261-261-518700	Mileage	\$	258.00	\$	-	\$	-	\$	258.00	0.00%
261-261-551000	Printing And Publications	\$	250.00	\$	529.20	\$	606.60	\$	(356.60)	242.64%
261-261-554200	Meals Lodging	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-559800	Loan Forgiveness	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-590600	Bank Charges	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-593300	Lien Filing Fee	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-599000	Miscellaneous	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-599500	Loan Forgiveness	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-599802	Computer Hardware	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	508.00	\$	529.20	\$	606.60	\$	(98.60)	119.41%
261-261-520100	Transfer To General Fund	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-520231	Transfer To Sewerage Fund	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-520264	Transfer To Home Program	\$	-	\$	-	\$	-	\$	-	0.00%
261-261-520570	Transfer To Economic Deve	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers To Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
261	Hud Administration	\$	36,865.20	\$	(27,462.54)	\$	(57,277.23)	\$	94,142.43	-155.37%
261-263-446100	Grant Income	\$	212,500.00	\$	-	\$	10,171.53	\$	202,328.47	4.79%
	Intergovernmental	\$	212,500.00	\$	-	\$	10,171.53	\$	202,328.47	4.79%
261-263-490101	Loan Interest	\$	-	\$	51.44	\$	373.83	\$	(373.83)	0.00%
	Investment Earnings	\$	-	\$	51.44	\$	373.83	\$	(373.83)	0.00%
261-263-499800	Miscellaneous Receipts	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Revenue	\$	-	\$	-	\$	-	\$	-	0.00%
261-263-511600	Salary: All Personnel	\$	10,200.00	\$	-	\$	6,725.00	\$	3,475.00	65.93%
261-263-515000	Overtime	\$	-	\$	-	\$	-	\$	-	0.00%
261-263-515500	Vacation Pay	\$	-	\$	-	\$	-	\$	-	0.00%
261-263-515600	Holiday Pay	\$	-	\$	-	\$	-	\$	-	0.00%
261-263-515800	Sick Pay	\$	-	\$	-	\$	-	\$	-	0.00%
261-263-517000	Oasdi/city Share 6.2%	\$	632.40	\$	-	\$	416.93	\$	215.47	65.93%
261-263-517001	Medicare/city Share 1.45%	\$	147.90	\$	-	\$	97.49	\$	50.41	65.92%
261-263-517401	IMRF	\$	1,020.00	\$	-	\$	-	\$	1,020.00	0.00%
261-263-518000	Group Insurance	\$	8,575.00	\$	-	\$	-	\$	8,575.00	0.00%
261-263-518300	Workers Comp Insurance	\$	690.00	\$	-	\$	-	\$	690.00	0.00%
261-263-557200	License And Inspection Fee	\$	-	\$	-	\$	-	\$	-	0.00%
	Personnel	\$	21,265.30	\$	-	\$	7,239.42	\$	14,025.88	34.04%
261-263-519000	Training And Education	\$	-	\$	-	\$	-	\$	-	0.00%
	Training & Education	\$	-	\$	-	\$	-	\$	-	0.00%
261-263-520200	Office Supplies	\$	-	\$	-	\$	-	\$	-	0.00%
261-263-520400	Postage	\$	300.00	\$	-	\$	4.10	\$	295.90	1.37%
261-263-556100	Gasoline/diesel Fuel	\$	-	\$	-	\$	-	\$	-	0.00%
	Supplies & Materials	\$	300.00	\$	-	\$	4.10	\$	295.90	1.37%
261-263-534400	Equipment Repairs	\$	-	\$	-	\$	-	\$	-	0.00%
261-263-536000	Tree trimming/removing	\$	-	\$	-	\$	-	\$	-	0.00%
261-263-538000	Maintenance Agreements	\$	-	\$	-	\$	-	\$	-	0.00%
261-263-550300	Telephone	\$	500.00	\$	-	\$	-	\$	500.00	0.00%
261-263-560600	Corporate Counsel Fees	\$	-	\$	-	\$	-	\$	-	0.00%
261-263-563100	Hud Residential Rehab	\$	200,000.00	\$	-	\$	2,332.77	\$	197,667.23	1.17%
261-263-563101	Hud Emergency Projects	\$	25,000.00	\$	-	\$	9,445.00	\$	15,555.00	37.78%
261-263-563102	Hud Backflow Projects	\$	-	\$	-	\$	-	\$	-	0.00%
261-263-563103	Hud Senior/ada Program	\$	-	\$	-	\$	-	\$	-	0.00%
261-263-569000	Other Contractual Service	\$	-	\$	-	\$	-	\$	-	0.00%
261-263-599801	Computer Software	\$	1,800.00	\$	-	\$	-	\$	1,800.00	0.00%

	Contractual Services	\$	227,300.00	\$	-	\$	11,777.77	\$	215,522.23	5.18%
261-263-551000	Printing And Publications	\$	500.00	\$	-	\$	-	\$	500.00	0.00%
261-263-554200	Meals Lodging	\$	-	\$	-	\$	-	\$	-	0.00%
261-263-599500	Loan Forgiveness	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	500.00	\$	-	\$	-	\$	500.00	0.00%
263	Hud Rehab	\$	(36,865.30)	\$	51.44	\$	(8,475.93)	\$	(28,389.37)	22.99%
261-264-446100	Grant Income	\$	-	\$	-	\$	-	\$	-	0.00%
261-264-446900	Hud Edfap2 Program Income	\$	-	\$	-	\$	-	\$	-	0.00%
	Intergovernmental	\$	-	\$	-	\$	-	\$	-	0.00%
261-264-490100	Interest Earnings	\$	-	\$	-	\$	-	\$	-	0.00%
	Investment Earnings	\$	-	\$	-	\$	-	\$	-	0.00%
261-264-440261	Transfer From Hud	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers From Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
261-264-511600	Salary: All Personnel	\$	-	\$	-	\$	-	\$	-	0.00%
261-264-515000	Overtime	\$	-	\$	-	\$	-	\$	-	0.00%
261-264-517000	Oasdi/city Share 6.2%	\$	-	\$	-	\$	-	\$	-	0.00%
261-264-517001	Medicare/city Share 1.45%	\$	-	\$	-	\$	-	\$	-	0.00%
261-264-557200	License And Inspection Fe	\$	-	\$	-	\$	-	\$	-	0.00%
	Personnel	\$	-	\$	-	\$	-	\$	-	0.00%
261-264-519000	Training And Education	\$	-	\$	-	\$	-	\$	-	0.00%
	Training & Education	\$	-	\$	-	\$	-	\$	-	0.00%
261-264-520400	Postage	\$	-	\$	-	\$	-	\$	-	0.00%
261-264-556100	Gasoline/diesel Fuel	\$	-	\$	-	\$	-	\$	-	0.00%
	Supplies & Materials	\$	-	\$	-	\$	-	\$	-	0.00%
261-264-551600	Dues And Subscriptions	\$	-	\$	-	\$	-	\$	-	0.00%
261-264-561300	Testing Fees And Expenses	\$	-	\$	-	\$	-	\$	-	0.00%
261-264-563100	Hud Residential Rehab	\$	-	\$	-	\$	-	\$	-	0.00%
261-264-569000	Other Contractual Service	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	-	\$	-	\$	-	\$	-	0.00%
261-264-551000	Printing And Publications	\$	-	\$	-	\$	-	\$	-	0.00%
261-264-590600	Bank Charges	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	-	\$	-	\$	-	\$	-	0.00%
264	Hud Home Program	\$	-	\$	-	\$	-	\$	-	0.00%
261-265-446100	Grant Income	\$	-	\$	-	\$	-	\$	-	0.00%
261-265-446900	Hud Edfap2 Program Income	\$	-	\$	-	\$	-	\$	-	0.00%
	Intergovernmental	\$	-	\$	-	\$	-	\$	-	0.00%
261-265-450900	Loan Application Fees	\$	-	\$	-	\$	-	\$	-	0.00%
	Fees/Charges For Service	\$	-	\$	-	\$	-	\$	-	0.00%
261-265-490101	Loan Interest	\$	-	\$	-	\$	39.63	\$	(39.63)	0.00%
	Investment Earnings	\$	-	\$	-	\$	39.63	\$	(39.63)	0.00%
261-265-491600	Hud Loan Repayments	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Revenue	\$	-	\$	-	\$	-	\$	-	0.00%
261-265-583000	Edfap Loan Program Expens	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	-	\$	-	\$	-	\$	-	0.00%
265	Hud EDFAP2	\$	-	\$	-	\$	39.63	\$	(39.63)	0.00%
261-266-446210	Other Income	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Revenue	\$	-	\$	-	\$	-	\$	-	0.00%

266	Department	\$	-	\$	-	\$	-	0.00%
261	HUD	\$	(0.10)	\$	(27,411.10)	\$	(65,713.53)	65,713.43 65713530.00%
270	TIF CBD							
270-270-410100	Real Estate Tax	\$	515,100.00	\$	-	\$	508,713.13	6,386.87 98.76%
270-270-411001	Tif Sales Tax/city	\$	-	\$	-	\$	-	0.00%
270-270-411002	Tif Tax Allocation / State	\$	-	\$	-	\$	-	0.00%
	Taxes	\$	515,100.00	\$	-	\$	508,713.13	6,386.87 98.76%
270-270-442600	State Grants	\$	-	\$	-	\$	-	0.00%
270-270-442800	Park Reimbursements	\$	-	\$	-	\$	-	0.00%
	Intergovernmental	\$	-	\$	-	\$	-	0.00%
270-270-490100	Interest Earnings	\$	35,000.00	\$	1,829.28	\$	27,627.29	7,372.71 78.94%
270-270-491900	Incr/decr Investment Valu	\$	-	\$	-	\$	-	0.00%
	Investment Earnings	\$	35,000.00	\$	1,829.28	\$	27,627.29	7,372.71 78.94%
270-270-491000	Rental Of Municipal Property	\$	-	\$	-	\$	-	0.00%
270-270-491300	Prorated Re Tax/city Prop	\$	-	\$	-	\$	-	0.00%
270-270-491500	Sale Of Municipal Propert	\$	-	\$	-	\$	-	0.00%
270-270-498700	Farmer's Market	\$	-	\$	-	\$	-	0.00%
270-270-499800	Miscellaneous Receipts	\$	-	\$	-	\$	-	0.00%
	Other Revenue	\$	-	\$	-	\$	-	0.00%
270-270-492000	Bond Proceeds - Principal	\$	-	\$	-	\$	-	0.00%
	Debt Proceeds	\$	-	\$	-	\$	-	0.00%
270-270-440100	Transfer From General Fund	\$	-	\$	-	\$	-	0.00%
270-270-440261	Transfer From Hud	\$	-	\$	-	\$	-	0.00%
	Transfers From Other Funds	\$	-	\$	-	\$	-	0.00%
270-270-511600	Salary: All Personnel	\$	193,037.00	\$	5,611.11	\$	38,261.41	154,775.59 19.82%
270-270-515000	Overtime	\$	-	\$	-	\$	2.14	(2.14) 0.00%
270-270-515500	Vacation Pay	\$	-	\$	1,472.53	\$	2,974.57	(2,974.57) 0.00%
270-270-515600	Holiday Pay	\$	-	\$	623.51	\$	1,739.03	(1,739.03) 0.00%
270-270-515800	Sick Pay	\$	-	\$	112.21	\$	608.04	(608.04) 0.00%
270-270-517000	Oasdi/city Share 6.2%	\$	11,968.00	\$	471.41	\$	2,547.61	9,420.39 21.29%
270-270-517001	Medicare/city Share 1.45%	\$	2,799.00	\$	110.26	\$	618.89	2,180.11 22.11%
270-270-517400	Imrf	\$	17,914.00	\$	-	\$	-	17,914.00 0.00%
270-270-517401	IMRF	\$	-	\$	912.54	\$	4,288.98	(4,288.98) 0.00%
270-270-518000	Group Insurance	\$	52,466.00	\$	1,239.32	\$	7,491.02	44,974.98 14.28%
	Personnel	\$	278,184.00	\$	10,552.89	\$	58,531.69	219,652.31 21.04%
270-270-519000	Training And Education	\$	1,000.00	\$	-	\$	-	1,000.00 0.00%
	Training & Education	\$	1,000.00	\$	-	\$	-	1,000.00 0.00%
270-270-520400	Postage	\$	-	\$	-	\$	-	- 0.00%
	Supplies & Materials	\$	-	\$	-	\$	-	- 0.00%
270-270-535200	Parking Lot Maintenance	\$	-	\$	-	\$	-	- 0.00%
270-270-551600	Dues And Subscriptions	\$	500.00	\$	-	\$	-	500.00 0.00%
270-270-557300	Epa Permits	\$	-	\$	-	\$	-	- 0.00%
270-270-560100	Auditing Fees	\$	500.00	\$	-	\$	607.12	(107.12) 121.42%
270-270-560500	Consulting Services	\$	61,000.00	\$	3,660.00	\$	35,500.00	25,500.00 58.20%
270-270-560600	Corporate Counsel Fees	\$	-	\$	-	\$	-	- 0.00%
270-270-561000	Legal Fees	\$	-	\$	-	\$	-	- 0.00%
270-270-561200	Engineering Fees	\$	-	\$	-	\$	-	- 0.00%
270-270-562500	Demolition	\$	-	\$	-	\$	-	- 0.00%
270-270-562501	Asbestos Removal	\$	-	\$	-	\$	-	- 0.00%
270-270-569000	Other Contractual Service	\$	-	\$	-	\$	-	- 0.00%
270-270-569001	Street Maintenance	\$	-	\$	-	\$	-	- 0.00%
270-270-583000	Tif Facade Grant/Loan	\$	925,000.00	\$	72,160.49	\$	81,945.49	843,054.51 8.86%
270-270-583100	Tif Inerior Loan	\$	-	\$	-	\$	-	- 0.00%
270-270-591200	Developer Agreement Payment	\$	-	\$	-	\$	-	- 0.00%
	Contractual Services	\$	987,000.00	\$	75,820.49	\$	118,052.61	868,947.39 11.96%

270-270-580200	Purchase Of Property	\$	-	\$	-	\$	-	\$	-	0.00%
270-270-580201	Land Improvements	\$	-	\$	-	\$	-	\$	-	0.00%
270-270-580400	Building Purchase/constru	\$	-	\$	-	\$	-	\$	-	0.00%
270-270-580500	Street Construction	\$	-	\$	-	\$	-	\$	-	0.00%
270-270-580600	Sewer Construction	\$	-	\$	-	\$	-	\$	-	0.00%
270-270-584000	Construction	\$	-	\$	-	\$	-	\$	-	0.00%
270-270-584009	General Public Improvements	\$	75,000.00	\$	-	\$	-	\$	75,000.00	0.00%
270-270-599998	Capital Set Aside	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Outlay	\$	75,000.00	\$	-	\$	-	\$	75,000.00	0.00%
270-270-518700	Mileage	\$	150.00	\$	-	\$	-	\$	150.00	0.00%
270-270-522400	General Supplies	\$	-	\$	-	\$	-	\$	-	0.00%
270-270-529000	Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
270-270-551000	Printing And Publications	\$	1,250.00	\$	113.22	\$	113.22	\$	1,136.78	9.06%
270-270-554200	Meals Lodging	\$	-	\$	-	\$	-	\$	-	0.00%
270-270-559800	Loan Forgiveness	\$	-	\$	-	\$	-	\$	-	0.00%
270-270-565300	School Distr Tax Reimbursement	\$	370,000.00	\$	-	\$	124,049.00	\$	245,951.00	33.53%
270-270-573100	Facade Grants	\$	-	\$	-	\$	-	\$	-	0.00%
270-270-590300	Real Estate Tax Expense	\$	-	\$	-	\$	-	\$	-	0.00%
270-270-590600	Bank Charges	\$	-	\$	-	\$	-	\$	-	0.00%
270-270-598500	Farmer's Market Expense	\$	-	\$	-	\$	-	\$	-	0.00%
270-270-599000	Miscellaneous	\$	-	\$	-	\$	-	\$	-	0.00%
270-270-599900	Depreciation Expense	\$	-	\$	-	\$	-	\$	-	0.00%
270-270-599999	Contingency	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	371,400.00	\$	113.22	\$	124,162.22	\$	247,237.78	33.43%
270-270-590400	Interest Paid	\$	-	\$	-	\$	-	\$	-	0.00%
270-270-591000	Bond Principal Retired	\$	-	\$	-	\$	-	\$	-	0.00%
270-270-591100	Bond Registrar Fees	\$	-	\$	-	\$	-	\$	-	0.00%
270-270-591101	Bond Issuance Costs	\$	-	\$	-	\$	-	\$	-	0.00%
	Debt Service	\$	-	\$	-	\$	-	\$	-	0.00%
270-270-520100	Transfer to General Fund	\$	-	\$	-	\$	-	\$	-	0.00%
270-270-520273	Transfer to Tif 3	\$	500,000.00	\$	-	\$	-	\$	500,000.00	0.00%
270-270-520445	Transfer To Capital Proje	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers To Other Funds	\$	500,000.00	\$	-	\$	-	\$	500,000.00	0.00%
270-270-580601	Sewer Repair & Improvements	\$	150,000.00	\$	-	\$	-	\$	150,000.00	0.00%
	Capital Expense	\$	150,000.00	\$	-	\$	-	\$	150,000.00	0.00%
270	TIF CBD	\$	(1,812,484.00)	\$	(84,657.32)	\$	235,593.90	\$	(2,048,077.90)	-13.00%
270	TIF CBD	\$	(1,812,484.00)	\$	(84,657.32)	\$	235,593.90	\$	(2,048,077.90)	-13.00%
273	Tif SIPCA									
273-273-410100	Real Estate Tax	\$	25,000.00	\$	-	\$	86,809.45	\$	(61,809.45)	347.24%
273-273-411002	Tif Tax Allocation/State	\$	-	\$	-	\$	-	\$	-	0.00%
	Taxes	\$	25,000.00	\$	-	\$	86,809.45	\$	(61,809.45)	347.24%
273-273-490100	Interest Earnings	\$	-	\$	67.54	\$	787.36	\$	(787.36)	0.00%
	Investment Earnings	\$	-	\$	67.54	\$	787.36	\$	(787.36)	0.00%
273-273-440270	Transfer from Tif 1	\$	500,000.00	\$	-	\$	-	\$	500,000.00	0.00%
	Transfers From Other Funds	\$	500,000.00	\$	-	\$	-	\$	500,000.00	0.00%
273-273-511600	Salary: All Personnel	\$	18,249.00	\$	2,499.52	\$	18,427.95	\$	(178.95)	100.98%
273-273-515000	Overtime	\$	-	\$	-	\$	1.07	\$	(1.07)	0.00%
273-273-515500	Vacation Pay	\$	-	\$	680.91	\$	1,142.52	\$	(1,142.52)	0.00%
273-273-515600	Holiday Pay	\$	-	\$	285.58	\$	861.16	\$	(861.16)	0.00%
273-273-515800	Sick Pay	\$	-	\$	102.84	\$	268.59	\$	(268.59)	0.00%
273-273-517000	Oasdi/city share 6.2%	\$	1,131.00	\$	214.41	\$	1,256.22	\$	(125.22)	111.07%
273-273-517001	Medicare/city share 1.45%	\$	189.00	\$	50.02	\$	301.32	\$	(112.32)	159.43%
273-273-517400	IMRF	\$	1,338.00	\$	-	\$	-	\$	1,338.00	0.00%
273-273-517401	IMRF	\$	-	\$	416.44	\$	2,033.80	\$	(2,033.80)	0.00%
273-273-518000	Group Insurance	\$	1,264.00	\$	683.67	\$	4,261.84	\$	(2,997.84)	337.17%

	Personnel	\$	22,171.00	\$	4,933.39	\$	28,554.47	\$	(6,383.47)	128.79%
273-273-560100	Auditing Fees	\$	-	\$	-	\$	607.12	\$	(607.12)	0.00%
273-273-560500	Consulting Services	\$	-	\$	-	\$	1,750.00	\$	(1,750.00)	0.00%
273-273-561200	Engineering	\$	-	\$	-	\$	-	\$	-	0.00%
273-273-569000	Other Contractual Service	\$	-	\$	-	\$	-	\$	-	0.00%
273-273-591200	Developer Agreement Payment	\$	500,000.00	\$	(50,000.00)	\$	-	\$	500,000.00	0.00%
	Contractual Services	\$	500,000.00	\$	(50,000.00)	\$	2,357.12	\$	497,642.88	0.47%
273-273-518700	Mileage	\$	-	\$	-	\$	-	\$	-	0.00%
273-273-551000	Printing And Publications	\$	-	\$	-	\$	-	\$	-	0.00%
273-273-554200	Meals Lodging	\$	-	\$	-	\$	-	\$	-	0.00%
273-273-560600	Corporate Counsel Fees	\$	-	\$	-	\$	7,138.30	\$	(7,138.30)	0.00%
273-273-590300	Real Estate Tax Expense	\$	-	\$	-	\$	1,443.40	\$	(1,443.40)	0.00%
273-273-599000	Miscellaneous	\$	25,000.00	\$	-	\$	-	\$	25,000.00	0.00%
	Other Expenditures	\$	25,000.00	\$	-	\$	8,581.70	\$	16,418.30	34.33%
273	Tif SIPCA	\$	(22,171.00)	\$	45,134.15	\$	48,103.52	\$	(70,274.52)	-216.97%
273	Tif SIPCA	\$	(22,171.00)	\$	45,134.15	\$	48,103.52	\$	(70,274.52)	-216.97%
445	Capital Projects									
445-041-451800	50 / 50 Sidewalk Project	\$	10,000.00	\$	-	\$	43,208.48	\$	(33,208.48)	432.08%
	Fees/Charges For Service	\$	10,000.00	\$	-	\$	43,208.48	\$	(33,208.48)	432.08%
445-041-463500	Late Payment Penalties	\$	-	\$	-	\$	163.67	\$	(163.67)	0.00%
445-041-463600	Interest Charges	\$	-	\$	-	\$	41.83	\$	(41.83)	0.00%
	Fines And Forfeitures	\$	-	\$	-	\$	205.50	\$	(205.50)	0.00%
445-041-490100	Interest Earnings	\$	92,800.00	\$	7,100.30	\$	72,499.66	\$	20,300.34	78.12%
	Investment Earnings	\$	92,800.00	\$	7,100.30	\$	72,499.66	\$	20,300.34	78.12%
445-041-523000	Traffic Street Signs	\$	15,000.00	\$	-	\$	-	\$	15,000.00	0.00%
445-041-535200	Parking Lot Maintenance	\$	20,000.00	\$	-	\$	-	\$	20,000.00	0.00%
445-041-580401	Building Repair	\$	110,000.00	\$	-	\$	-	\$	110,000.00	0.00%
	Supplies & Materials	\$	145,000.00	\$	-	\$	-	\$	145,000.00	0.00%
445-041-534900	Sidewalk Renovations	\$	60,000.00	\$	-	\$	100,349.19	\$	(40,349.19)	167.25%
445-041-560100	Auditing Fees	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	60,000.00	\$	-	\$	100,349.19	\$	(40,349.19)	167.25%
445-041-591600	Developer Debt Write Off	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-511600	Salary: All Personnel	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-515600	Holiday Pay	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-517000	Oasdi/city Share 6.2%	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-517001	Medicare/city Share 1.45%	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-517401	IMRF	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-518300	Workers Comp Insurance	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-520100	Transfer To General Fund	\$	82,800.00	\$	-	\$	-	\$	82,800.00	0.00%
445-041-520240	Transfer to MFT	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-524000	Lease/Rental of Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-551000	Printing And Publications	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-556100	Gasoline/diesel Fuel	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-557300	Epa Permits	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-560600	Corporate Counsel Fees	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-561000	Legal Fees	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-561200	Engineering Fees	\$	200,000.00	\$	-	\$	2,140.00	\$	197,860.00	1.07%
445-041-561300	Testing Fees And Expenses	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-563000	Contract Construction	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-569000	Other Contractual Service	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-580200	Purchase Of Property	\$	100,000.00	\$	-	\$	1,260.40	\$	98,739.60	1.26%
445-041-580201	Land Improvements	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-580500	Street Construction	\$	3,700,000.00	\$	-	\$	12,572.00	\$	3,687,428.00	0.34%
445-041-580501	Street Improvement/Repair	\$	110,000.00	\$	123.80	\$	-	\$	110,000.00	0.00%

445-041-584000	Construction	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-587100	Office Equipment & Furniture	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-590300	Real Estate Tax Expense	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-590600	Bank Fees	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-591500	Sale of Property	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-599000	Miscellaneous	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Expense	\$	4,192,800.00	\$	123.80	\$	15,972.40	\$	4,176,827.60	0.38%
445-041-414001	Local Use Gas Tax	\$	530,000.00	\$	40,674.56	\$	384,398.59	\$	145,601.41	72.53%
445-041-414002	Impound Fees	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-440100	Transfer From General Fund	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-440231	Transfer From Sewerage	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-440240	Transfer From Motor Fuel	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-440270	Transfer From Tif 1	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-442500	Federal Grants	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-442600	State Grants	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-442700	County Grants	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-490800	Developer Agreement Payments	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-491000	Rental Of Municipal Prope	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-491500	Sale of Property	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-491900	Incr/decr Investment Valu	\$	-	\$	-	\$	-	\$	-	0.00%
445-041-499800	Miscellaneous Receipts	\$	-	\$	-	\$	4,570.32	\$	(4,570.32)	0.00%
	Capital Revenue	\$	530,000.00	\$	40,674.56	\$	388,968.91	\$	141,031.09	73.39%
041	Capital Projects	\$	(3,765,000.00)	\$	47,651.06	\$	388,560.96	\$	(4,153,560.96)	-10.32%
445-042-587000	Machinery and Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Expense	\$	-	\$	-	\$	-	\$	-	0.00%
445-042-490800	Developer Agreement Payments	\$	-	\$	-	\$	-	\$	-	0.00%
445-042-499800	Miscellaneous Receipts	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Revenue	\$	-	\$	-	\$	-	\$	-	0.00%
042	Velde Drive Project	\$	-	\$	-	\$	-	\$	-	0.00%
445-043-580401	Capital Purchases Buildings	\$	-	\$	-	\$	-	\$	-	0.00%
445-043-580501	Capital Purchase Street	\$	-	\$	-	\$	-	\$	-	0.00%
445-043-585400	Contract Storm Improvements	\$	-	\$	-	\$	-	\$	-	0.00%
445-043-587000	Capital Purchase Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
445-043-587500	Impound Capital Vehicle Exp	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Expense	\$	-	\$	-	\$	-	\$	-	0.00%
445-043-440100	Transfer from General Fund	\$	-	\$	-	\$	-	\$	-	0.00%
445-043-464500	Impound Fees TRX to Capital	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers From Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
445-043-535000	Material & Hauling	\$	-	\$	-	\$	-	\$	-	0.00%
	Supplies & Materials	\$	-	\$	-	\$	-	\$	-	0.00%
445-043-524000	Lease/Rental of Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
445-043-561200	Engineering Fees	\$	-	\$	-	\$	-	\$	-	0.00%
445-043-569000	Other Contractual Services	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	-	\$	-	\$	-	\$	-	0.00%
445-043-520231	Transfer to Sewer Fund	\$	330,000.00	\$	-	\$	-	\$	330,000.00	0.00%
	Transfers To Other Funds	\$	330,000.00	\$	-	\$	-	\$	330,000.00	0.00%
445-043-414002	Impound Fees	\$	95,000.00	\$	9,667.27	\$	69,229.25	\$	25,770.75	72.87%
	Capital Revenue	\$	95,000.00	\$	9,667.27	\$	69,229.25	\$	25,770.75	72.87%
043	Impound Fees	\$	(235,000.00)	\$	9,667.27	\$	69,229.25	\$	(304,229.25)	-29.46%
445-045-587500	Capital Purchase Vehicles	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Expense	\$	-	\$	-	\$	-	\$	-	0.00%
045	Department	\$	-	\$	-	\$	-	\$	-	0.00%

445	Capital Projects	\$	(4,000,000.00)	\$	57,318.33	\$	457,790.21	\$	(4,457,790.21)	-11.44%
501	School Bus									
501-501-450011	District 108 Contract Fa	\$	2,708,978.00	\$	306,246.12	\$	1,885,228.81	\$	823,749.19	69.59%
501-501-450012	Transportation Contract	\$	830,000.00	\$	14,075.00	\$	149,575.00	\$	680,425.00	18.02%
501-501-450013	District 303	\$	1,310,198.00	\$	137,794.66	\$	842,043.35	\$	468,154.65	64.27%
501-501-450020	Bus passes	\$	14,500.00	\$	700.00	\$	11,100.00	\$	3,400.00	76.55%
501-501-450030	Bus Special Charters	\$	230,000.00	\$	18,677.43	\$	145,393.42	\$	84,606.58	63.21%
501-501-454500	Other Contractual Revenue	\$	-	\$	-	\$	-	\$	-	0.00%
	Fees/Charges For Service	\$	5,093,676.00	\$	477,493.21	\$	3,033,340.58	\$	2,060,335.42	59.55%
501-501-494100	City Property Dmg Reimb	\$	-	\$	-	\$	-	\$	-	0.00%
	Fines And Forfeitures	\$	-	\$	-	\$	-	\$	-	0.00%
501-501-490100	Interest Earnings	\$	-	\$	1,336.54	\$	17,265.18	\$	(17,265.18)	0.00%
	Investment Earnings	\$	-	\$	1,336.54	\$	17,265.18	\$	(17,265.18)	0.00%
501-501-499404	Sale of Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
501-501-499800	Miscellaneous Receipts	\$	5,000.00	\$	67.55	\$	6,793.43	\$	(1,793.43)	135.87%
	Other Revenue	\$	5,000.00	\$	67.55	\$	6,793.43	\$	(1,793.43)	135.87%
501-501-511600	Salary: All Personnel	\$	2,142,475.00	\$	54,434.19	\$	398,948.45	\$	1,743,526.55	18.62%
501-501-514600	Wages-PartTime Drivers&Monitor	\$	-	\$	169,001.89	\$	1,217,503.16	\$	(1,217,503.16)	0.00%
501-501-515000	Overtime	\$	40,000.00	\$	6,907.67	\$	36,142.17	\$	3,857.83	90.36%
501-501-515500	Vacation Pay	\$	-	\$	7,497.35	\$	26,428.43	\$	(26,428.43)	0.00%
501-501-515600	Holiday Pay	\$	41,000.00	\$	28,591.73	\$	75,327.64	\$	(34,327.64)	183.73%
501-501-515800	Sick Pay	\$	-	\$	1,436.45	\$	9,921.64	\$	(9,921.64)	0.00%
501-501-515900	On Job Injury School Bus	\$	-	\$	-	\$	-	\$	-	0.00%
501-501-515950	Compensated Absences	\$	-	\$	-	\$	-	\$	-	0.00%
501-501-516700	Wellness Program	\$	16,000.00	\$	-	\$	835.00	\$	15,165.00	5.22%
501-501-517000	Oasdi/city Share 6.2%	\$	135,313.00	\$	16,510.95	\$	108,732.55	\$	26,580.45	80.36%
501-501-517001	Medicare/city Share 1.45%	\$	31,646.00	\$	3,861.43	\$	25,446.53	\$	6,199.47	80.41%
501-501-517401	IMRF	\$	117,776.00	\$	12,070.08	\$	69,428.96	\$	48,347.04	58.95%
501-501-518000	Group Insurance	\$	170,283.00	\$	10,331.00	\$	78,910.16	\$	91,372.84	46.34%
501-501-518200	Unemployment Insurance	\$	-	\$	-	\$	46,601.99	\$	(46,601.99)	0.00%
501-501-518300	Workers Comp Insurance	\$	113,815.00	\$	-	\$	94,019.01	\$	19,795.99	82.61%
501-501-554300	Uniforms & Tools	\$	750.00	\$	-	\$	424.40	\$	325.60	56.59%
501-501-557200	License And Inspection Fees	\$	4,496.00	\$	214.00	\$	7,499.00	\$	(3,003.00)	166.79%
501-501-559000	Medical Expense/supplies	\$	17,500.00	\$	891.75	\$	9,191.87	\$	8,308.13	52.52%
	Personnel	\$	2,831,054.00	\$	311,748.49	\$	2,205,360.96	\$	625,693.04	77.90%
501-501-519000	Training And Education	\$	6,000.00	\$	25.00	\$	2,125.00	\$	3,875.00	35.42%
	Training & Education	\$	6,000.00	\$	25.00	\$	2,125.00	\$	3,875.00	35.42%
501-501-520200	Office Supplies	\$	3,000.00	\$	540.87	\$	1,571.12	\$	1,428.88	52.37%
501-501-520400	Postage	\$	100.00	\$	10.80	\$	87.19	\$	12.81	87.19%
501-501-522000	Photographic Supplies	\$	-	\$	-	\$	-	\$	-	0.00%
501-501-522400	General Supplies	\$	12,000.00	\$	1,581.97	\$	7,252.31	\$	4,747.69	60.44%
501-501-529000	Equipment	\$	2,500.00	\$	-	\$	3,144.46	\$	(644.46)	125.78%
501-501-556100	Gasoline/diesel Fuel	\$	230,000.00	\$	25,140.00	\$	180,438.49	\$	49,561.51	78.45%
	Supplies & Materials	\$	247,600.00	\$	27,273.64	\$	192,493.57	\$	55,106.43	77.74%
501-501-518100	Liability Insurance Premiums	\$	73,552.00	\$	-	\$	68,161.00	\$	5,391.00	92.67%
501-501-524000	Lease/rental Of Equipment	\$	-	\$	727.95	\$	2,401.06	\$	(2,401.06)	0.00%
501-501-534000	Automotive Expense	\$	155,000.00	\$	19,379.29	\$	177,870.07	\$	(22,870.07)	114.75%
501-501-534400	Equipment Repairs	\$	1,250.00	\$	-	\$	912.96	\$	337.04	73.04%
501-501-538000	Maintenance Agreements	\$	15,000.00	\$	115.57	\$	21,411.54	\$	(6,411.54)	142.74%
501-501-550100	Utilities	\$	15,000.00	\$	405.31	\$	7,563.16	\$	7,436.84	50.42%
501-501-550300	Telephone	\$	4,000.00	\$	1,018.07	\$	7,583.18	\$	(3,583.18)	189.58%
501-501-551600	Dues And Subscriptions	\$	500.00	\$	-	\$	-	\$	500.00	0.00%
501-501-555000	Radio Expense	\$	25,000.00	\$	-	\$	-	\$	25,000.00	0.00%
501-501-559900	Provisions For Bad Debts	\$	-	\$	-	\$	-	\$	-	0.00%
501-501-560100	Auditing Fees	\$	-	\$	-	\$	-	\$	-	0.00%
501-501-560600	Corporate Counsel Fees	\$	-	\$	-	\$	-	\$	-	0.00%
501-501-561000	Legal expense	\$	-	\$	-	\$	-	\$	-	0.00%

501-501-566600	Pest Control	\$	-	\$	37.50	\$	337.50	\$	(337.50)	0.00%
501-501-569000	Other Contractual Service	\$	-	\$	155.43	\$	1,356.61	\$	(1,356.61)	0.00%
501-501-599801	Computer Software	\$	-	\$	-	\$	39,094.52	\$	(39,094.52)	0.00%
	Contractual Services	\$	289,302.00	\$	21,839.12	\$	326,691.60	\$	(37,389.60)	112.92%
501-501-580200	Purchase Of Property	\$	-	\$	-	\$	-	\$	-	0.00%
501-501-580400	Building Purchase/construction	\$	-	\$	-	\$	-	\$	-	0.00%
501-501-580401	Building Repair	\$	-	\$	-	\$	-	\$	-	0.00%
501-501-587000	Machinery And Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
501-501-587001	Lease / Purchase Equipmen	\$	850,000.00	\$	-	\$	891,519.00	\$	(41,519.00)	104.88%
501-501-587100	Office Equipment & Furniture	\$	-	\$	-	\$	-	\$	-	0.00%
501-501-587500	Vehicles	\$	106,000.00	\$	-	\$	-	\$	106,000.00	0.00%
	Capital Outlay	\$	956,000.00	\$	-	\$	891,519.00	\$	64,481.00	93.26%
501-501-518700	Mileage	\$	-	\$	-	\$	-	\$	-	0.00%
501-501-534200	Bldng & Grnds Maint/Repairs	\$	-	\$	1,925.99	\$	3,580.89	\$	(3,580.89)	0.00%
501-501-551000	Printing And Publications	\$	500.00	\$	-	\$	584.00	\$	(84.00)	116.80%
501-501-554200	Meals Lodging	\$	500.00	\$	-	\$	299.60	\$	200.40	59.92%
501-501-590600	Bank Charges	\$	-	\$	-	\$	-	\$	-	0.00%
501-501-599000	Miscellaneous	\$	-	\$	220.14	\$	233.24	\$	(233.24)	0.00%
501-501-599700	Fixed Asset Disposal	\$	-	\$	-	\$	-	\$	-	0.00%
501-501-599802	Computer Hardware	\$	-	\$	-	\$	-	\$	-	0.00%
501-501-599900	Depreciation Expense	\$	-	\$	-	\$	-	\$	-	0.00%
501-501-599901	Abandonment Loss	\$	-	\$	-	\$	-	\$	-	0.00%
501-501-599999	Contingency	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	1,000.00	\$	2,146.13	\$	4,697.73	\$	(3,697.73)	469.77%
501-501-520100	Transfer To General Fund	\$	604,486.00	\$	-	\$	-	\$	604,486.00	0.00%
501-501-520500	Transfer To Municipal Bus	\$	-	\$	-	\$	-	\$	-	0.00%
501-501-520695	Transfer To Insurance Fund	\$	-	\$	-	\$	-	\$	-	0.00%
501-501-520699	Transfer To Vehicle Maint	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers To Other Funds	\$	604,486.00	\$	-	\$	-	\$	604,486.00	0.00%
501	School Bus	\$	163,234.00	\$	115,864.92	\$	(565,488.67)	\$	728,722.67	-346.43%
501	School Bus	\$	163,234.00	\$	115,864.92	\$	(565,488.67)	\$	728,722.67	-346.43%
525	Airport									
525-525-442600	State Grants	\$	135,000.00	\$	26,137.84	\$	222,479.46	\$	(87,479.46)	164.80%
	Intergovernmental	\$	135,000.00	\$	26,137.84	\$	222,479.46	\$	(87,479.46)	164.80%
525-525-450040	Gasoline Sales	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-450041	Sale of Oil	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-453001	Rental - Airport Shop	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-453002	Rental - Airport Hangars	\$	55,000.00	\$	5,385.00	\$	48,315.00	\$	6,685.00	87.85%
525-525-453003	Rental - Tie Down Spaces	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-453004	Sale of Gas	\$	135,000.00	\$	5,689.14	\$	89,432.71	\$	45,567.29	66.25%
	Fees/Charges For Service	\$	190,000.00	\$	11,074.14	\$	137,747.71	\$	52,252.29	72.50%
525-525-490100	Interest Earnings	\$	-	\$	-	\$	-	\$	-	0.00%
	Investment Earnings	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-491000	Rental Of Municipal Prope	\$	17,719.00	\$	-	\$	-	\$	17,719.00	0.00%
525-525-499800	Miscellaneous Receipts	\$	1,000.00	\$	-	\$	3,626.33	\$	(2,626.33)	362.63%
	Other Revenue	\$	18,719.00	\$	-	\$	3,626.33	\$	15,092.67	19.37%
525-525-440100	Transfer From General Fund	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers From Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-511600	Salary All Personnel	\$	69,000.00	\$	5,065.41	\$	40,982.80	\$	28,017.20	59.40%
525-525-515000	Overtime	\$	-	\$	-	\$	3.21	\$	(3.21)	0.00%
525-525-515500	Vacation Pay	\$	-	\$	2,298.12	\$	3,168.14	\$	(3,168.14)	0.00%
525-525-515600	Holiday	\$	-	\$	779.74	\$	2,301.21	\$	(2,301.21)	0.00%
525-525-515800	Sick Pay	\$	-	\$	29.41	\$	3,101.87	\$	(3,101.87)	0.00%
525-525-515900	Compensated Absences	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-517000	Oasdi/city Share 6.2%	\$	4,278.00	\$	481.48	\$	2,925.29	\$	1,352.71	68.38%

525-525-517001	Medicare/city Share 1.45%	\$	1,000.50	\$	112.55	\$	683.95	\$	316.55	68.36%
525-525-517401	IMRF	\$	6,403.20	\$	953.73	\$	4,860.91	\$	1,542.29	75.91%
525-525-518000	Group Insurance	\$	32,325.00	\$	3,283.73	\$	20,438.10	\$	11,886.90	63.23%
525-525-518300	Workers Comp Insurance	\$	4,175.00	\$	-	\$	3,829.32	\$	345.68	91.72%
	Personnel	\$	117,181.70	\$	13,004.17	\$	82,294.80	\$	34,886.90	70.23%
525-525-519000	Training And Education	\$	-	\$	-	\$	-	\$	-	0.00%
	Training & Education	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-520200	Office Supplies	\$	200.00	\$	-	\$	-	\$	200.00	0.00%
525-525-520400	Postage	\$	50.00	\$	-	\$	-	\$	50.00	0.00%
525-525-522400	General Supplies	\$	600.00	\$	61.00	\$	139.88	\$	460.12	23.31%
525-525-529000	Equipment	\$	500.00	\$	-	\$	528.18	\$	(28.18)	105.64%
525-525-556200	Cost of Gas Sold	\$	115,000.00	\$	1,358.15	\$	75,377.10	\$	39,622.90	65.55%
525-525-556202	Cost of Parts Sold	\$	-	\$	-	\$	-	\$	-	0.00%
	Supplies & Materials	\$	116,350.00	\$	1,419.15	\$	76,045.16	\$	40,304.84	65.36%
525-525-518100	Liability Insurance Premiums	\$	6,922.00	\$	-	\$	2,348.00	\$	4,574.00	33.92%
525-525-524000	Lease/rental Of Equipment	\$	240.00	\$	40.00	\$	200.00	\$	40.00	83.33%
525-525-534000	Automotive Expense	\$	1,000.00	\$	-	\$	979.00	\$	21.00	97.90%
525-525-534200	Buildings And Grounds Rep	\$	10,000.00	\$	335.00	\$	811.33	\$	9,188.67	8.11%
525-525-534400	Equipment Repairs	\$	2,000.00	\$	-	\$	1,162.31	\$	837.69	58.12%
525-525-536100	Property Cleanup Fees	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-536300	Snow Removal - Salt And C	\$	5,000.00	\$	1,320.00	\$	1,320.00	\$	3,680.00	26.40%
525-525-538000	Maintenance Agreement	\$	350.00	\$	-	\$	224.00	\$	126.00	64.00%
525-525-550100	Utilities	\$	15,000.00	\$	1,542.23	\$	15,271.84	\$	(271.84)	101.81%
525-525-550300	Telephone	\$	2,100.00	\$	-	\$	1,579.45	\$	520.55	75.21%
525-525-551600	Dues And Subscriptions	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-556100	Fuel	\$	300.00	\$	-	\$	292.00	\$	8.00	97.33%
525-525-557300	Epa Permits	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-559900	Provisions For Bad Debts	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-560600	Corporate Counsel Fees	\$	-	\$	-	\$	880.00	\$	(880.00)	0.00%
525-525-561000	Legal Fees	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-561200	Engineering Fees	\$	175,000.00	\$	-	\$	169,279.69	\$	5,720.31	96.73%
525-525-561301	Concrete Testing	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-566600	Pest Control	\$	720.00	\$	60.00	\$	540.00	\$	180.00	75.00%
525-525-569000	Other Contractual Service	\$	2,000.00	\$	23.16	\$	4,651.18	\$	(2,651.18)	232.56%
	Contractual Services	\$	220,632.00	\$	3,320.39	\$	199,538.80	\$	21,093.20	90.44%
525-525-580201	Land Improvements	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-580401	Building Repairs	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-587001	Lease to own equipment	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Outlay	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-551000	Printing And Publications	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-599000	Miscellaneous	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-599700	Fixed Asset Disposal	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-599802	Computer Hardware	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-599900	Depreciation Expense	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-599999	Contingency	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-590400	Interest Paid	\$	-	\$	-	\$	-	\$	-	0.00%
	Debt Service	\$	-	\$	-	\$	-	\$	-	0.00%
525-525-520100	Transfer to General Fund	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers To Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
525	Airport	\$	(110,444.70)	\$	19,468.27	\$	5,974.74	\$	(116,419.44)	-5.41%
525	Airport	\$	(110,444.70)	\$	19,468.27	\$	5,974.74	\$	(116,419.44)	-5.41%
570	Economic Development									
570-570-442500	Federal Grants	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-442600	State Grants	\$	-	\$	-	\$	-	\$	-	0.00%
	Intergovernmental	\$	-	\$	-	\$	-	\$	-	0.00%

570-570-490100	Interest Earnings	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-490101	Loan Interest	\$	158,000.00	\$	-	\$	50,354.01	\$	107,645.99	31.87%
570-570-490103	Hospital Loan Interest Reimbur	\$	-	\$	-	\$	-	\$	-	0.00%
	Investment Earnings	\$	158,000.00	\$	-	\$	50,354.01	\$	107,645.99	31.87%
570-570-450600	Application Fees	\$	-	\$	-	\$	531.62	\$	(531.62)	0.00%
570-570-491000	Rental Of Municipal Prope	\$	-	\$	-	\$	25,000.00	\$	(25,000.00)	0.00%
570-570-491500	Sale Of Municipal Propert	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-493600	Training Reimbursements	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-499210	Donations	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-499800	Miscellaneous Receipts	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-499802	Cash Over/short	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Revenue	\$	-	\$	-	\$	25,531.62	\$	(25,531.62)	0.00%
570-570-492100	Loan Proceeds	\$	-	\$	-	\$	-	\$	-	0.00%
	Debt Proceeds	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-440100	Transfer From General Fund	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers From Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-511600	Salary: All Personnel	\$	57,632.00	\$	2,517.09	\$	18,284.01	\$	39,347.99	31.73%
570-570-515000	Overtime	\$	-	\$	-	\$	1.07	\$	(1.07)	0.00%
570-570-515500	Vacation Pay	\$	-	\$	707.31	\$	1,316.91	\$	(1,316.91)	0.00%
570-570-515600	Holiday Pay	\$	-	\$	284.47	\$	857.80	\$	(857.80)	0.00%
570-570-515800	Sick Pay	\$	-	\$	45.93	\$	165.87	\$	(165.87)	0.00%
570-570-515900	Compensated Absences	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-516700	Wellness Program	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-517000	Oasdi/city Share 6.2%	\$	3,573.18	\$	212.97	\$	1,227.95	\$	2,345.23	34.37%
570-570-517001	Medicare/city Share 1.45%	\$	835.66	\$	49.79	\$	296.00	\$	539.66	35.42%
570-570-517401	IMRF	\$	5,348.25	\$	414.87	\$	2,026.45	\$	3,321.80	37.89%
570-570-518000	Group Insurance	\$	14,627.00	\$	634.63	\$	3,956.53	\$	10,670.47	27.05%
570-570-518300	Workers Comp Insurance	\$	461.00	\$	-	\$	-	\$	461.00	0.00%
	Personnel	\$	82,477.09	\$	4,867.06	\$	28,132.59	\$	54,344.50	34.11%
570-570-519000	Training And Education	\$	2,000.00	\$	-	\$	-	\$	2,000.00	0.00%
	Training & Education	\$	2,000.00	\$	-	\$	-	\$	2,000.00	0.00%
570-570-520200	Office Supplies	\$	493.25	\$	-	\$	-	\$	493.25	0.00%
570-570-520400	Postage	\$	-	\$	-	\$	0.50	\$	(0.50)	0.00%
570-570-529000	Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
	Supplies & Materials	\$	493.25	\$	-	\$	0.50	\$	492.75	0.10%
570-570-518100	Liability Insurance Premiums	\$	2,848.00	\$	-	\$	8,825.00	\$	(5,977.00)	309.87%
570-570-524000	Lease/rental Of Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-534400	Equipment Repairs	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-538000	Maintenance Agreements	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-550300	Telephone	\$	900.00	\$	-	\$	-	\$	900.00	0.00%
570-570-551600	Dues And Subscriptions	\$	800.00	\$	-	\$	-	\$	800.00	0.00%
570-570-560500	Consulting Services	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-560600	Corporate Counsel Fees	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-561000	Legal Fees	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-561200	Engineering Fees	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-567500	Build Illinois Grants	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-568102	Sales Tax Rebate	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-569000	Other Contractual Service	\$	61,000.00	\$	-	\$	37,400.00	\$	23,600.00	61.31%
570-570-591200	Developer Agreement Payme	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-591300	Developer Credit Applied	\$	50,000.00	\$	-	\$	-	\$	50,000.00	0.00%
570-570-598100	Public Relations	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-599801	Computer Software	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	115,548.00	\$	-	\$	46,225.00	\$	69,323.00	40.01%
570-570-580200	Purchase Of Property	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-580400	Building Purchase/constru	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-587100	Office Equipment & Furniture	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Outlay	\$	-	\$	-	\$	-	\$	-	0.00%

570-570-518700	Mileage	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-551000	Printing And Publications	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-554200	Meals Lodging	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-590300	Real Estate Tax Expense	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-590600	Bank Charges	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-593300	Lien Filing Fee	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-599000	Miscellaneous	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-599802	Computer Hardware	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-590400	Interest Paid	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-591400	Loan Payment	\$	35,980.00	\$	-	\$	-	\$	35,980.00	0.00%
	Debt Service	\$	35,980.00	\$	-	\$	-	\$	35,980.00	0.00%
570-570-520261	Transfer To Hud #2	\$	-	\$	-	\$	-	\$	-	0.00%
570-570-520695	Transfer To Insurance Fun	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers To Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
570	Economic Development	\$	(78,498.34)	\$	(4,867.06)	\$	1,527.54	\$	(80,025.88)	-1.95%
570	Economic Development	\$	(78,498.34)	\$	(4,867.06)	\$	1,527.54	\$	(80,025.88)	-1.95%
695	Insurance									
695-092-490100	Interest	\$	-	\$	18.78	\$	194.52	\$	(194.52)	0.00%
	Investment Earnings	\$	-	\$	18.78	\$	194.52	\$	(194.52)	0.00%
695-092-479100	Sec 125 Flex Plan Contrib	\$	56,000.00	\$	7,373.04	\$	44,004.93	\$	11,995.07	78.58%
695-092-499801	Write Off Outstanding Che	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Revenue	\$	56,000.00	\$	7,373.04	\$	44,004.93	\$	11,995.07	78.58%
695-092-517300	Sec 125 Flex Plan Claims	\$	56,000.00	\$	12,787.75	\$	41,200.16	\$	14,799.84	73.57%
695-092-517505	Flex Administration Fee	\$	-	\$	172.00	\$	1,345.90	\$	(1,345.90)	0.00%
	Contractual Services	\$	56,000.00	\$	12,959.75	\$	42,546.06	\$	13,453.94	75.98%
695-092-590600	Bank Charges	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	-	\$	-	\$	-	\$	-	0.00%
092	Section 125	\$	-	\$	(5,567.93)	\$	1,653.39	\$	(1,653.39)	0.00%
695-093-490100	Interest Earnings	\$	-	\$	-	\$	-	\$	-	0.00%
	Investment Earnings	\$	-	\$	-	\$	-	\$	-	0.00%
695-093-499800	Miscellaneous Receipts	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Revenue	\$	-	\$	-	\$	-	\$	-	0.00%
695-093-440100	Transfer From General Fund	\$	-	\$	-	\$	-	\$	-	0.00%
695-093-440501	Transfer From School Bus	\$	-	\$	-	\$	-	\$	-	0.00%
695-093-450500	Premiums	\$	603,186.00	\$	-	\$	433,832.00	\$	169,354.00	71.92%
	Transfers From Other Funds	\$	603,186.00	\$	-	\$	433,832.00	\$	169,354.00	71.92%
695-093-519000	Training And Education	\$	-	\$	-	\$	-	\$	-	0.00%
	Training & Education	\$	-	\$	-	\$	-	\$	-	0.00%
695-093-518110	Claims Paid / General	\$	-	\$	-	\$	-	\$	-	0.00%
695-093-518123	Claims Paid / Sanitation	\$	-	\$	-	\$	-	\$	-	0.00%
695-093-518125	Claims Paid/Airport	\$	-	\$	-	\$	-	\$	-	0.00%
695-093-518131	Claims Paid / Sewerage	\$	-	\$	-	\$	-	\$	-	0.00%
695-093-518132	Claims Paid / Street Dept	\$	45,000.00	\$	-	\$	-	\$	45,000.00	0.00%
695-093-518133	Claims Paid / Police Prot	\$	-	\$	-	\$	(820.47)	\$	820.47	0.00%
695-093-518134	Claims Paid / Fire Prot	\$	-	\$	-	\$	(5,280.00)	\$	5,280.00	0.00%
695-093-518151	Claims Paid / School Bus	\$	-	\$	-	\$	4,781.10	\$	(4,781.10)	0.00%
695-093-518157	Claims Paid / Economic De	\$	-	\$	-	\$	-	\$	-	0.00%
695-093-518190	Claims Paid / Tpcce	\$	-	\$	-	\$	-	\$	-	0.00%
695-093-518199	Mechanics	\$	-	\$	-	\$	-	\$	-	0.00%
695-093-518400	Premiums Paid	\$	563,186.00	\$	-	\$	551,627.00	\$	11,559.00	97.95%

695-093-560600	Corporate Counsel Fees	\$ -	\$ -	\$ -	\$ -	0.00%
695-093-561000	Attorney Fees	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00	0.00%
	Contractual Services	\$ 612,186.00	\$ -	\$ 550,307.63	\$ 61,878.37	89.89%
093	Liability Insurance	\$ (9,000.00)	\$ -	\$ (116,475.63)	\$ 107,475.63	1294.17%
695-094-490100	Interest Earnings	\$ -	\$ -	\$ -	\$ -	0.00%
	Investment Earnings	\$ -	\$ -	\$ -	\$ -	0.00%
695-094-499800	Miscellaneous Receipts	\$ -	\$ -	\$ -	\$ -	0.00%
	Other Revenue	\$ -	\$ -	\$ -	\$ -	0.00%
695-094-440100	Transfer From General Fund	\$ -	\$ -	\$ -	\$ -	0.00%
695-094-440501	Transfer From School Bus	\$ -	\$ -	\$ -	\$ -	0.00%
695-094-450500	Premiums	\$ 754,542.00	\$ -	\$ 620,614.62	\$ 133,927.38	82.25%
	Transfers From Other Funds	\$ 754,542.00	\$ -	\$ 620,614.62	\$ 133,927.38	82.25%
695-094-518310	Workers Comp / General	\$ -	\$ -	\$ -	\$ -	0.00%
695-094-518323	Workers Comp / Sanitation	\$ -	\$ -	\$ -	\$ -	0.00%
695-094-518331	Workers Comp / Sewerage	\$ -	\$ -	\$ -	\$ -	0.00%
695-094-518332	Workers Comp / Street Dep	\$ -	\$ -	\$ -	\$ -	0.00%
695-094-518333	Workers Comp / Police Pro	\$ -	\$ -	\$ -	\$ -	0.00%
695-094-518334	Workers Comp / Fire Prote	\$ -	\$ -	\$ -	\$ -	0.00%
695-094-518350	Workers Comp / Municipal	\$ -	\$ -	\$ -	\$ -	0.00%
695-094-518351	Workers Comp / School Bus	\$ -	\$ -	\$ -	\$ -	0.00%
695-094-518390	Workers Comp / Tpccc	\$ -	\$ -	\$ -	\$ -	0.00%
695-094-518399	Workers Comp / VMF	\$ -	\$ -	\$ -	\$ -	0.00%
695-094-518400	Premiums Paid	\$ 748,042.00	\$ -	\$ 505,481.62	\$ 242,560.38	67.57%
695-094-561000	Legal Fees	\$ 6,500.00	\$ -	\$ 1,300.30	\$ 5,199.70	20.00%
	Contractual Services	\$ 754,542.00	\$ -	\$ 506,781.92	\$ 247,760.08	67.16%
695-094-599000	Miscellaneous	\$ -	\$ -	\$ 52.26	\$ (52.26)	0.00%
	Other Expenditures	\$ -	\$ -	\$ 52.26	\$ (52.26)	0.00%
094	Work Comp	\$ -	\$ -	\$ 113,780.44	\$ (113,780.44)	0.00%
695-095-490100	Interest Earnings	\$ 1,000.00	\$ 294.59	\$ 3,919.52	\$ (2,919.52)	391.95%
	Investment Earnings	\$ 1,000.00	\$ 294.59	\$ 3,919.52	\$ (2,919.52)	391.95%
695-095-495200	Excess Health Insurance R	\$ 500.00	\$ -	\$ 16,688.41	\$ (16,188.41)	3337.68%
695-095-495300	Claim refunds	\$ 41,000.00	\$ -	\$ 2,168.21	\$ 38,831.79	5.29%
695-095-495400	Ppo Refund	\$ -	\$ -	\$ -	\$ -	0.00%
695-095-495500	Drug Card Rebate	\$ 70,000.00	\$ -	\$ 77,929.56	\$ (7,929.56)	111.33%
695-095-499800	Miscellaneous Receipts	\$ -	\$ -	\$ 1,760.78	\$ (1,760.78)	0.00%
695-095-499801	Write Off Outstanding Che	\$ -	\$ -	\$ -	\$ -	0.00%
	Other Revenue	\$ 111,500.00	\$ -	\$ 98,546.96	\$ 12,953.04	88.38%
695-095-440100	Transfer From General Fund	\$ -	\$ -	\$ -	\$ -	0.00%
695-095-450500	Premiums	\$ 4,643,791.00	\$ 387,022.31	\$ 3,037,836.55	\$ 1,605,954.45	65.42%
695-095-450510	Premiums - BCBS	\$ -	\$ -	\$ -	\$ -	0.00%
	Transfers From Other Funds	\$ 4,643,791.00	\$ 387,022.31	\$ 3,037,836.55	\$ 1,605,954.45	65.42%
695-095-519000	Training And Education	\$ -	\$ -	\$ -	\$ -	0.00%
	Training & Education	\$ -	\$ -	\$ -	\$ -	0.00%
695-095-517500	Health Claims Paid/GPS	\$ 3,146,220.00	\$ 233,547.04	\$ 2,533,151.57	\$ 613,068.43	80.51%
695-095-517501	Administration Fees	\$ 157,233.00	\$ 27,769.95	\$ 111,977.86	\$ 45,255.14	71.22%
695-095-517502	Reinsurance Premium	\$ -	\$ -	\$ -	\$ -	0.00%
695-095-517503	Organ Transplant Premium	\$ -	\$ -	\$ -	\$ -	0.00%
695-095-517504	A D & D Life Premium	\$ 22,560.00	\$ -	\$ 14,310.45	\$ 8,249.55	63.43%
695-095-517505	Flex Premium	\$ 2,167.00	\$ -	\$ -	\$ 2,167.00	0.00%
695-095-517506	Vision Coverage	\$ -	\$ -	\$ -	\$ -	0.00%
695-095-517507	Health Claims Plan A (new	\$ -	\$ -	\$ -	\$ -	0.00%
695-095-517508	Stop Loss	\$ 400,000.00	\$ 13,619.75	\$ 255,616.25	\$ 144,383.75	63.90%
695-095-517509	Police BCBS Health Ins Plan	\$ 1,041,695.00	\$ 90,106.14	\$ 831,933.17	\$ 209,761.83	79.86%
695-095-517600	Central States Premium	\$ -	\$ -	\$ -	\$ -	0.00%

695-095-517700	Drug Card Charges	\$ -	\$ -	\$ -	\$ -	0.00%
695-095-551600	Dues And Subscriptions	\$ -	\$ -	\$ -	\$ -	0.00%
695-095-569000	Other Contractual Service	\$ 35,400.00	\$ 2,953.50	\$ 23,117.00	\$ 12,283.00	65.30%
	Contractual Services	\$ 4,805,275.00	\$ 367,996.38	\$ 3,770,106.30	\$ 1,035,168.70	78.46%
695-095-516700	Wellness Program	\$ 58,000.00	\$ 17,973.00	\$ 34,829.29	\$ 23,170.71	60.05%
695-095-516900	Smoking Cessation Program	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
695-095-551000	Printing And Publications	\$ -	\$ -	\$ -	\$ -	0.00%
695-095-590600	Bank Charges	\$ -	\$ -	\$ -	\$ -	0.00%
695-095-599000	Miscellaneous	\$ -	\$ -	\$ 1,155.96	\$ (1,155.96)	0.00%
695-095-599999	Contingency	\$ 300,000.00	\$ -	\$ -	\$ 300,000.00	0.00%
	Other Expenditures	\$ 358,500.00	\$ 17,973.00	\$ 35,985.25	\$ 322,514.75	10.04%
695-095-517510	Fire Ins Trust Fund Pmts	\$ -	\$ 400.00	\$ 3,600.00	\$ (3,600.00)	0.00%
	Benefit Payments	\$ -	\$ 400.00	\$ 3,600.00	\$ (3,600.00)	0.00%
695-095-520092	Transfer To Insurance Fle	\$ -	\$ -	\$ -	\$ -	0.00%
	Transfers To Other Funds	\$ -	\$ -	\$ -	\$ -	0.00%
095	Medical	\$ (407,484.00)	\$ 947.52	\$ (669,388.52)	\$ 261,904.52	164.27%
695	Insurance	\$ (416,484.00)	\$ (4,620.41)	\$ (670,430.32)	\$ 253,946.32	160.97%
699	Vehicle Maintenance					
699-069-450040	Gasoline Sales - Interfun	\$ 500,000.00	\$ 50,620.50	\$ 393,362.25	\$ 106,637.75	78.67%
699-069-450041	Sale of Oil	\$ -	\$ -	\$ -	\$ -	0.00%
699-069-450042	Sale of Parts	\$ -	\$ -	\$ -	\$ -	0.00%
699-069-450043	Labor	\$ 380,000.00	\$ 34,170.00	\$ 260,278.12	\$ 119,721.88	68.49%
	Fees/Charges For Service	\$ 880,000.00	\$ 84,790.50	\$ 653,640.37	\$ 226,359.63	74.28%
699-069-490100	Interest Earnings	\$ -	\$ -	\$ -	\$ -	0.00%
	Investment Earnings	\$ -	\$ -	\$ -	\$ -	0.00%
699-069-499800	Miscellaneous Receipts	\$ -	\$ -	\$ 11,923.92	\$ (11,923.92)	0.00%
	Other Revenue	\$ -	\$ -	\$ 11,923.92	\$ (11,923.92)	0.00%
699-069-440100	Transfer From General Fund	\$ -	\$ -	\$ -	\$ -	0.00%
699-069-440501	Transfer From School Bus	\$ -	\$ -	\$ -	\$ -	0.00%
	Transfers From Other Funds	\$ -	\$ -	\$ -	\$ -	0.00%
699-069-511600	Salary: All Personnel	\$ 353,073.00	\$ 27,470.00	\$ 145,594.80	\$ 207,478.20	41.24%
699-069-515000	Overtime	\$ 4,200.00	\$ 2,141.80	\$ 12,110.37	\$ (7,910.37)	288.34%
699-069-515500	Vacation Pay	\$ -	\$ 2,794.96	\$ 10,815.28	\$ (10,815.28)	0.00%
699-069-515600	Holiday Pay	\$ -	\$ 3,645.60	\$ 10,055.78	\$ (10,055.78)	0.00%
699-069-515800	Sick Pay	\$ -	\$ 789.88	\$ 5,772.20	\$ (5,772.20)	0.00%
699-069-515900	Injury Pay	\$ -	\$ -	\$ 14,825.44	\$ (14,825.44)	0.00%
699-069-517000	Oasdi/city Share 6.2%	\$ 22,151.00	\$ 2,218.87	\$ 12,083.64	\$ 10,067.36	54.55%
699-069-517001	Medicare/city Share 1.45%	\$ 5,180.00	\$ 518.94	\$ 2,825.99	\$ 2,354.01	54.56%
699-069-517401	IMRF	\$ 37,799.00	\$ 4,299.51	\$ 19,623.61	\$ 18,175.39	51.92%
699-069-518000	Group Insurance	\$ 143,793.00	\$ 8,189.89	\$ 40,923.61	\$ 102,869.39	28.46%
699-069-518300	Workers Comp Insurance	\$ 12,350.00	\$ -	\$ 9,663.88	\$ 2,686.12	78.25%
699-069-554300	Uniforms And Tools	\$ 3,900.00	\$ -	\$ 2,608.07	\$ 1,291.93	66.87%
699-069-557200	License And Inspection Fe	\$ -	\$ -	\$ -	\$ -	0.00%
699-069-559000	Medical Expense/supplies	\$ 150.00	\$ -	\$ -	\$ 150.00	0.00%
	Personnel	\$ 582,596.00	\$ 52,069.45	\$ 286,902.67	\$ 295,693.33	49.25%
699-069-519000	Training And Education	\$ 3,000.00	\$ -	\$ 1,316.92	\$ 1,683.08	43.90%
	Training & Education	\$ 3,000.00	\$ -	\$ 1,316.92	\$ 1,683.08	43.90%
699-069-520200	Office Supplies	\$ 400.00	\$ -	\$ -	\$ 400.00	0.00%
699-069-520400	Postage	\$ -	\$ -	\$ 0.50	\$ (0.50)	0.00%
699-069-522400	General Supplies	\$ 500.00	\$ 141.00	\$ 1,316.35	\$ (816.35)	263.27%
699-069-529000	Equipment	\$ -	\$ -	\$ 1,437.37	\$ (1,437.37)	0.00%
699-069-556100	Gasoline/diesel Fuel	\$ 400.00	\$ -	\$ -	\$ 400.00	0.00%
699-069-556200	Cost Of Fuel Sold	\$ 450,000.00	\$ 50,756.50	\$ 394,510.50	\$ 55,489.50	87.67%
699-069-556201	Cost Of Oil	\$ -	\$ -	\$ -	\$ -	0.00%

699-069-556202	Cost Of Parts	\$	-	\$	-	\$	-	\$	-	0.00%
	Supplies & Materials	\$	451,300.00	\$	50,897.50	\$	397,264.72	\$	54,035.28	88.03%
699-069-518100	Liability Insurance Premiums	\$	7,095.00	\$	-	\$	7,102.00	\$	(7.00)	100.10%
699-069-524000	Lease/rental Of Equipment	\$	-	\$	66.14	\$	433.78	\$	(433.78)	0.00%
699-069-534000	Automotive Expense	\$	2,800.00	\$	42.62	\$	1,073.65	\$	1,726.35	38.34%
699-069-534200	Bldgs & Grnds Maint/Repairs	\$	-	\$	-	\$	392.78	\$	(392.78)	0.00%
699-069-534400	Equipment Repairs	\$	750.00	\$	-	\$	2,116.44	\$	(1,366.44)	282.19%
699-069-534500	Core Charge/credit	\$	-	\$	-	\$	-	\$	-	0.00%
699-069-538000	Maintenance Agreements	\$	-	\$	17.65	\$	170.86	\$	(170.86)	0.00%
699-069-550100	Utilities	\$	10,000.00	\$	405.30	\$	6,855.47	\$	3,144.53	68.55%
699-069-550300	Telephone	\$	900.00	\$	150.00	\$	1,199.02	\$	(299.02)	133.22%
699-069-551600	Dues And Subscriptions	\$	-	\$	-	\$	-	\$	-	0.00%
699-069-555000	Radio Expense	\$	-	\$	-	\$	-	\$	-	0.00%
699-069-557300	EPA Permit	\$	250.00	\$	-	\$	235.00	\$	15.00	94.00%
699-069-566600	Pest Control	\$	450.00	\$	37.50	\$	337.50	\$	112.50	75.00%
699-069-569000	Other Contractual Service	\$	7,000.00	\$	826.40	\$	6,521.22	\$	478.78	93.16%
699-069-599801	Computer Software	\$	-	\$	-	\$	-	\$	-	0.00%
	Contractual Services	\$	29,245.00	\$	1,545.61	\$	26,437.72	\$	2,807.28	90.40%
699-069-587000	Machinery And Equipment	\$	-	\$	-	\$	-	\$	-	0.00%
699-069-587500	Vehicles	\$	-	\$	-	\$	-	\$	-	0.00%
	Capital Outlay	\$	-	\$	-	\$	-	\$	-	0.00%
699-069-551000	Printing And Publications	\$	-	\$	-	\$	-	\$	-	0.00%
699-069-554200	Meals Lodging	\$	-	\$	-	\$	-	\$	-	0.00%
699-069-590600	Bank Charges	\$	-	\$	-	\$	-	\$	-	0.00%
699-069-599000	Miscellaneous	\$	7,500.00	\$	-	\$	-	\$	7,500.00	0.00%
699-069-599600	Overage & Shrinkage	\$	-	\$	-	\$	-	\$	-	0.00%
699-069-599802	Computer Hardware	\$	-	\$	-	\$	-	\$	-	0.00%
699-069-599900	Depreciation Expense	\$	-	\$	-	\$	-	\$	-	0.00%
699-069-599999	Contingency	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	7,500.00	\$	-	\$	-	\$	7,500.00	0.00%
069	City Vehicle Maintenance	\$	(193,641.00)	\$	(19,722.06)	\$	(46,357.74)	\$	(147,283.26)	23.94%
699-070-450040	Gasoline Sales - Interfun	\$	10,000.00	\$	1,565.25	\$	6,102.50	\$	3,897.50	61.03%
699-070-450041	Sale of Oil	\$	-	\$	-	\$	-	\$	-	0.00%
699-070-450042	Sale of Parts	\$	3,750.00	\$	58.30	\$	3,553.06	\$	196.94	94.75%
699-070-450043	Labor	\$	11,500.00	\$	1,040.25	\$	6,207.75	\$	5,292.25	53.98%
	Fees/Charges For Service	\$	25,250.00	\$	2,663.80	\$	15,863.31	\$	9,386.69	62.82%
699-070-499800	Miscellaneous Receipts	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Revenue	\$	-	\$	-	\$	-	\$	-	0.00%
699-070-511600	Salary: All Personnel	\$	2,773.00	\$	-	\$	1,912.16	\$	860.84	68.96%
699-070-515000	Overtime	\$	-	\$	-	\$	-	\$	-	0.00%
699-070-515600	Holiday Pay	\$	-	\$	-	\$	-	\$	-	0.00%
699-070-517000	Oasdi/city Share 6.2%	\$	172.00	\$	-	\$	116.87	\$	55.13	67.95%
699-070-517001	Medicare/city Share 1.45%	\$	40.00	\$	-	\$	27.34	\$	12.66	68.35%
699-070-517401	IMRF	\$	257.00	\$	-	\$	180.52	\$	76.48	70.24%
699-070-518000	Group Insurance	\$	660.00	\$	-	\$	260.33	\$	399.67	39.44%
699-070-518300	Workers Comp Insurance	\$	-	\$	-	\$	-	\$	-	0.00%
	Personnel	\$	3,902.00	\$	-	\$	2,497.22	\$	1,404.78	64.00%
699-070-556100	Gasoline/diesel Fuel	\$	-	\$	-	\$	-	\$	-	0.00%
699-070-556200	Cost Of Fuel Sold	\$	9,000.00	\$	824.50	\$	6,656.25	\$	2,343.75	73.96%
699-070-556201	Cost Of Oil	\$	-	\$	-	\$	-	\$	-	0.00%
699-070-556202	Cost Of Parts	\$	-	\$	-	\$	-	\$	-	0.00%
	Supplies & Materials	\$	9,000.00	\$	824.50	\$	6,656.25	\$	2,343.75	73.96%
699-070-518100	Liability Insurance Premiums	\$	-	\$	-	\$	-	\$	-	0.00%
699-070-534000	Automotive Expense	\$	5,400.00	\$	-	\$	4,119.48	\$	1,280.52	76.29%
	Contractual Services	\$	5,400.00	\$	-	\$	4,119.48	\$	1,280.52	76.29%
070	Tazewell Co Vehicle Maint	\$	6,948.00	\$	1,839.30	\$	2,590.36	\$	4,357.64	37.28%

699	Vehicle Maintenance	\$	(186,693.00)	\$	(17,882.76)	\$	(43,767.38)	\$	(142,925.62)	23.44%
924	Library									
924-924-410100	Real Estate Tax	\$	1,133,290.00	\$	-	\$	1,129,819.23	\$	3,470.77	99.69%
924-924-412000	Replacement P/p Tax - Statr	\$	93,000.00	\$	4,841.80	\$	104,446.92	\$	(11,446.92)	112.31%
	Taxes	\$	1,226,290.00	\$	4,841.80	\$	1,234,266.15	\$	(7,976.15)	100.65%
924-924-437900	South Pekin Revenue	\$	12,000.00	\$	1,244.21	\$	12,257.28	\$	(257.28)	102.14%
924-924-438300	South Pekin Per Capita Grant	\$	1,430.00	\$	-	\$	1,432.50	\$	(2.50)	100.17%
924-924-438700	Other Grants	\$	3,800.00	\$	-	\$	500.00	\$	3,300.00	13.16%
924-924-445000	Per Capita Grant	\$	42,600.00	\$	-	\$	42,617.50	\$	(17.50)	100.04%
	Intergovernmental	\$	59,830.00	\$	1,244.21	\$	56,807.28	\$	3,022.72	94.95%
924-924-456900	Passports	\$	11,500.00	\$	930.00	\$	6,220.00	\$	5,280.00	54.09%
924-924-457001	Friends Book Sale	\$	5,000.00	\$	697.27	\$	8,219.03	\$	(3,219.03)	164.38%
924-924-457002	Copy Machines	\$	4,000.00	\$	234.20	\$	2,365.06	\$	1,634.94	59.13%
924-924-457003	Printing Fees (library)	\$	9,100.00	\$	820.72	\$	7,152.67	\$	1,947.33	78.60%
924-924-457005	Non-resident Fees	\$	3,900.00	\$	433.78	\$	3,314.97	\$	585.03	85.00%
924-924-457006	Books - Lost And Damaged	\$	1,800.00	\$	90.95	\$	1,244.99	\$	555.01	69.17%
924-924-457007	Room Use Fees	\$	3,900.00	\$	225.00	\$	2,105.00	\$	1,795.00	53.97%
924-924-457008	Book Rental Fee	\$	-	\$	(7.20)	\$	-	\$	-	0.00%
924-924-457009	Staff Sales	\$	200.00	\$	122.76	\$	561.51	\$	(361.51)	280.76%
924-924-457010	Fax Fee	\$	2,800.00	\$	252.97	\$	1,908.52	\$	891.48	68.16%
	Fees/Charges For Service	\$	42,200.00	\$	3,800.45	\$	33,091.75	\$	9,108.25	78.42%
924-924-465001	Library Fines - Adult Dep	\$	10,500.00	\$	828.54	\$	6,427.35	\$	4,072.65	61.21%
924-924-465002	Library Fines - Junior De	\$	1,300.00	\$	127.45	\$	1,165.85	\$	134.15	89.68%
	Fines And Forfeitures	\$	11,800.00	\$	955.99	\$	7,593.20	\$	4,206.80	64.35%
924-924-490100	Interest Earnings	\$	4,800.00	\$	445.43	\$	3,190.43	\$	1,609.57	66.47%
924-924-490102	Endowment Interest	\$	3,500.00	\$	527.95	\$	7,286.69	\$	(3,786.69)	208.19%
924-924-490111	Interest Earnings Capital	\$	1,000.00	\$	118.64	\$	1,505.33	\$	(505.33)	150.53%
	Investment Earnings	\$	9,300.00	\$	1,092.02	\$	11,982.45	\$	(2,682.45)	128.84%
924-924-491100	Refund On Insurance Premi	\$	-	\$	-	\$	180,231.18	\$	(180,231.18)	0.00%
924-924-498800	Capital Development	\$	-	\$	-	\$	-	\$	-	0.00%
924-924-499100	Insurance Recoveries	\$	-	\$	-	\$	-	\$	-	0.00%
924-924-499200	Gifts And Memorials	\$	10,000.00	\$	3,328.48	\$	9,624.86	\$	375.14	96.25%
924-924-499300	Iptip / Gift Fund	\$	-	\$	-	\$	-	\$	-	0.00%
924-924-499800	Miscellaneous Receipts	\$	4,000.00	\$	40.20	\$	1,301.80	\$	2,698.20	32.55%
	Other Revenue	\$	14,000.00	\$	3,368.68	\$	191,157.84	\$	(177,157.84)	1365.41%
924-924-440100	Transfer from Library	\$	-	\$	-	\$	-	\$	-	0.00%
924-924-450500	Premiums	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers From Other Funds	\$	-	\$	-	\$	-	\$	-	0.00%
924-924-511600	Salary: All Personnel	\$	645,000.00	\$	74,088.71	\$	497,858.86	\$	147,141.14	77.19%
924-924-515500	Vacation Pay	\$	-	\$	-	\$	-	\$	-	0.00%
924-924-515600	Holiday Pay	\$	-	\$	-	\$	-	\$	-	0.00%
924-924-515800	Sick Pay	\$	-	\$	-	\$	-	\$	-	0.00%
924-924-516700	Wellness Programs	\$	1,000.00	\$	-	\$	133.00	\$	867.00	13.30%
924-924-517000	Oasdi/city Share 6.2%	\$	40,875.00	\$	4,484.04	\$	30,157.50	\$	10,717.50	73.78%
924-924-517001	Medicare/city Share 1.45%	\$	9,600.00	\$	1,048.67	\$	7,052.80	\$	2,547.20	73.47%
924-924-517401	IMRF	\$	66,000.00	\$	7,500.91	\$	41,602.09	\$	24,397.91	63.03%
924-924-518000	Group Insurance	\$	123,000.00	\$	12,134.01	\$	76,894.30	\$	46,105.70	62.52%
924-924-518300	Workers Comp Insurance	\$	2,350.00	\$	-	\$	2,137.00	\$	213.00	90.94%
	Personnel	\$	887,825.00	\$	99,256.34	\$	655,835.55	\$	231,989.45	73.87%
924-924-520200	Office Supplies	\$	6,500.00	\$	132.01	\$	4,410.78	\$	2,089.22	67.86%
924-924-520300	Library Supplies	\$	9,900.00	\$	1,011.77	\$	6,453.21	\$	3,446.79	65.18%
924-924-520303	Reader-printer - Supplies	\$	-	\$	-	\$	-	\$	-	0.00%
924-924-520400	Postage	\$	2,300.00	\$	220.00	\$	987.88	\$	1,312.12	42.95%
924-924-520600	Oclc Cataloging	\$	5,200.00	\$	-	\$	5,291.01	\$	(91.01)	101.75%
924-924-522700	Electronic Resources	\$	24,000.00	\$	-	\$	5,090.00	\$	18,910.00	21.21%

924-924-523301	Adult * Books - Fiction	\$	30,765.00	\$	1,986.29	\$	17,211.19	\$	13,553.81	55.94%
924-924-523302	Children's * Books - Fict	\$	18,500.00	\$	1,390.42	\$	16,113.80	\$	2,386.20	87.10%
924-924-523304	Large Print Books	\$	8,200.00	\$	703.83	\$	6,778.81	\$	1,421.19	82.67%
924-924-523401	Adult * Books - Non-fict	\$	22,000.00	\$	1,856.33	\$	15,006.43	\$	6,993.57	68.21%
924-924-523402	Children's * Books - Non-	\$	10,000.00	\$	690.61	\$	9,630.92	\$	369.08	96.31%
924-924-523404	Large Print Books	\$	700.00	\$	49.96	\$	304.47	\$	395.53	43.50%
924-924-523500	Rental Book Purchase	\$	-	\$	-	\$	-	\$	-	0.00%
924-924-523501	Adult * Periodicals	\$	3,750.00	\$	57.51	\$	2,782.56	\$	967.44	74.20%
924-924-523502	Children's * Periodicals	\$	535.00	\$	-	\$	546.52	\$	(11.52)	102.15%
924-924-523603	C.d.'s	\$	2,200.00	\$	206.04	\$	1,425.94	\$	774.06	64.82%
924-924-523700	Video Cassettes	\$	13,500.00	\$	498.32	\$	10,098.88	\$	3,401.12	74.81%
924-924-523701	Adult * Cassettes	\$	10,300.00	\$	631.87	\$	6,160.26	\$	4,139.74	59.81%
924-924-523702	Children's * Cassettes	\$	1,000.00	\$	-	\$	462.84	\$	537.16	46.28%
924-924-523709	Capitalized Books	\$	-	\$	-	\$	-	\$	-	0.00%
924-924-523900	Program Supplies	\$	1,300.00	\$	-	\$	998.00	\$	302.00	76.77%
924-924-523901	Adult * Programs	\$	11,230.00	\$	536.64	\$	7,879.21	\$	3,350.79	70.16%
924-924-523902	Children's * Programs	\$	16,000.00	\$	1,189.81	\$	12,505.36	\$	3,494.64	78.16%
924-924-529000	Equipment	\$	4,000.00	\$	466.92	\$	2,933.26	\$	1,066.74	73.33%
	Supplies & Materials	\$	201,880.00	\$	11,628.33	\$	133,071.33	\$	68,808.67	65.92%
924-924-520302	Copy Machine - Rental And	\$	11,000.00	\$	1,358.54	\$	10,476.31	\$	523.69	95.24%
924-924-534300	Equipment - Repairs And M	\$	5,500.00	\$	645.00	\$	7,708.46	\$	(2,208.46)	140.15%
924-924-534600	Building Repairs & Mainte	\$	25,800.00	\$	570.06	\$	15,947.42	\$	9,852.58	61.81%
924-924-538000	Maintenance Agreements	\$	30,000.00	\$	3,475.39	\$	25,991.44	\$	4,008.56	86.64%
924-924-550101	Electricity	\$	37,000.00	\$	2,084.25	\$	28,918.51	\$	8,081.49	78.16%
924-924-550102	Water	\$	4,900.00	\$	420.23	\$	4,606.83	\$	293.17	94.02%
924-924-550103	Gas	\$	6,500.00	\$	1,180.35	\$	3,805.47	\$	2,694.53	58.55%
924-924-550300	Telephone	\$	3,200.00	\$	288.14	\$	2,456.95	\$	743.05	76.78%
924-924-550900	General Insurance	\$	14,800.00	\$	1,937.00	\$	14,929.00	\$	(129.00)	100.87%
924-924-551507	Purchases - Newspapers	\$	5,000.00	\$	-	\$	3,218.17	\$	1,781.83	64.36%
924-924-551600	Dues And Subscriptions	\$	2,000.00	\$	364.00	\$	1,574.50	\$	425.50	78.73%
924-924-551900	Lost Books / Ill	\$	100.00	\$	-	\$	51.97	\$	48.03	51.97%
924-924-554206	Conference And Meeting Ex	\$	4,500.00	\$	350.00	\$	3,243.16	\$	1,256.84	72.07%
924-924-554207	Travel	\$	2,000.00	\$	212.63	\$	1,348.15	\$	651.85	67.41%
924-924-561500	Property Management Expen	\$	-	\$	-	\$	-	\$	-	0.00%
924-924-563204	Isp	\$	3,850.00	\$	309.94	\$	2,824.46	\$	1,025.54	73.36%
924-924-569000	Other Contractual Service	\$	500.00	\$	-	\$	678.00	\$	(178.00)	135.60%
924-924-599100	Staff Purchases	\$	200.00	\$	281.07	\$	645.89	\$	(445.89)	322.95%
924-924-599200	Designated Fund Purchases	\$	-	\$	-	\$	-	\$	-	0.00%
924-924-599300	Purchases From Gifts	\$	10,000.00	\$	243.48	\$	10,613.99	\$	(613.99)	106.14%
924-924-599301	Purchases From Endowment	\$	3,500.00	\$	-	\$	21,850.00	\$	(18,350.00)	624.29%
924-924-599801	Computer Software	\$	1,500.00	\$	53.07	\$	996.08	\$	503.92	66.41%
924-924-599803	Literacy Grant Purchases	\$	1,430.00	\$	98.14	\$	901.86	\$	528.14	63.07%
	Contractual Services	\$	173,280.00	\$	13,871.29	\$	162,786.62	\$	10,493.38	93.94%
924-924-580400	Building Purchase/constru	\$	-	\$	-	\$	-	\$	-	0.00%
924-924-580401	Building Repair	\$	-	\$	-	\$	-	\$	-	0.00%
924-924-598800	Capital Development	\$	1,000.00	\$	3,629.00	\$	165,294.42	\$	(164,294.42)	16529.44%
	Capital Outlay	\$	1,000.00	\$	3,629.00	\$	165,294.42	\$	(164,294.42)	16529.44%
924-924-518200	Unemployment Insurance	\$	-	\$	-	\$	-	\$	-	0.00%
924-924-566300	Circulation System	\$	25,735.00	\$	2,144.59	\$	19,176.21	\$	6,558.79	74.51%
924-924-598300	Per Capita Grant	\$	42,600.00	\$	1,460.00	\$	22,141.71	\$	20,458.29	51.98%
924-924-598400	Passport Expense	\$	2,000.00	\$	602.32	\$	1,234.42	\$	765.58	61.72%
924-924-598700	Transfer To Friends	\$	5,000.00	\$	760.88	\$	8,333.13	\$	(3,333.13)	166.66%
924-924-599000	Miscellaneous	\$	3,000.00	\$	303.57	\$	2,332.06	\$	667.94	77.74%
924-924-599302	Fixed Asset Transfer	\$	-	\$	-	\$	-	\$	-	0.00%
924-924-599700	Fixed Asset Disposal	\$	-	\$	-	\$	-	\$	-	0.00%
924-924-599802	Computer Hardware	\$	6,100.00	\$	44.06	\$	5,292.23	\$	807.77	86.76%
924-924-599900	Depreciation Expense	\$	-	\$	-	\$	-	\$	-	0.00%
924-924-599999	Contingency	\$	-	\$	-	\$	-	\$	-	0.00%
	Other Expenditures	\$	84,435.00	\$	5,315.42	\$	58,509.76	\$	25,925.24	69.30%
924-924-590400	Interest Paid	\$	-	\$	-	\$	-	\$	-	0.00%
924-924-591101	Bond Issuance Costs	\$	-	\$	-	\$	-	\$	-	0.00%
	Debt Service	\$	-	\$	-	\$	-	\$	-	0.00%

924-924-520100	Transfer to General Fund	\$	15,000.00	\$	3,750.00	\$	11,250.00	\$	3,750.00	75.00%
924-924-544100	Transfer To General Fund	\$	-	\$	-	\$	-	\$	-	0.00%
	Transfers To Other Funds	\$	15,000.00	\$	3,750.00	\$	11,250.00	\$	3,750.00	75.00%
924	Library	\$	-	\$	(122,147.23)	\$	348,150.99	\$	(348,150.99)	0.00%
924	Library	\$	-	\$	(122,147.23)	\$	348,150.99	\$	(348,150.99)	0.00%
Revenue Total		\$	33,690,582.70	\$	2,126,586.91	\$	19,690,070.28	\$	13,997,348.89	58.45%
Expense Total		\$	44,023,469.22	\$	1,984,768.86	\$	17,705,039.46	\$	26,309,200.07	40.24%
Grand Total		\$	(10,332,886.52)	\$	141,818.05	\$	1,985,030.82	\$	(12,311,851.18)	-19.15%



REQUEST FOR COUNCIL ACTION

Agenda Date: March 23, 2020
To: Council Members
From: John Dossey, Police Chief

AGENDA ITEM: PD Monthly Stats - February 2020

ACTION REQUESTED: Receive and File Police Department Monthly Stats – February 2020.

DESCRIPTION: Police Department Monthly Stats – February 2020

FINANCIAL IMPACT:

Requested Amount:
 Line Item:
 Budgeted Amount:
 Remaining Funds:

IMPACT IF APPROVED:

IMPACT IF DENIED:

ALTERNATIVES:

RELATED TO THE 2019-2021 CITY COUNCIL GOALS:

	5 Year CIP. The Five-Year Capital Improvement Plan reflects all current and future capital improvement needs of the City of Pekin. The Plan is designed to be updated annually by staff and submitted to the Council for review and approval prior to the annual budget process.
	Enhance Code Enforcement Services. The Council understands the importance of a strong Code Enforcement Program in that it has an impact on many facets of living and doing business inside the City of Pekin.
	Business Friendly Community. The Council strives to bring new businesses to Pekin while helping to maintain and expand all existing businesses. It is therefore essential to work cooperatively to make Pekin a “Business-Friendly” Community.
X	Efficient and Effective Municipal Operations. A fundamental responsibility of elected officials, City Staff and Employees is the exercise of good stewardship over public funds. Therefore, it is important that municipal services be delivered with maximum efficiency and effectiveness
	Police & Fire Pension Obligation. To meet the 90% funding level by the year 2040 it is essential the City plan carefully and maintain financial discipline to meet its \$63 million dollar obligation.
	Employee Residency. It is the goal of the Council to develop a policy that encourages more full-time non-union employees who participate in a City funded pension program to reside within the city limits of Pekin.

REQUIRED SIGNATURES

Finance Department (Certification of Availability of Funds):
 Date:

City Manager:

Mark A. Rothert

Mark A. Rothert, City Manager

3/6/2020

Date:

FEBRUARY 2020 WEEKLY STATS

**FEB
2 - 8**
**FEB
9 - 15**
**FEB
16 - 22**
**FEB
23 - 29**
TOTAL

PATROL

Calls for service	508	378	382	389	1657
Buisness / Bar checks	100	104	109	104	417
Traffic stops	73	50	59	63	245
Phone calls & station information	40	48	23	41	152
Reports	53	42	44	60	199
Supplements	24	10	11	16	61
Impounds	16	4	5	4	29
Arrests	30	33	24	38	125
Citations	71	41	52	32	196
Written warnings	23	23	25	23	94
Cell phone	1	0	1	1	3
Truck route	0	0	0	0	0
Low-speed gas bicycle	0	1	0	1	2
Pedestrian stops	0	0	0	0	0
DUI	1	4	0	2	7
Crashes	16	9	12	13	50
Field contact	1	0	1	0	2
Parking tickets - Parking Enforce	0	0	0	0	0
Parking tickets - Patrol	5	4	5	3	17
Animal controls tickets - AC	0	0	0	10	10
Animal - Patrol	0	0	0	0	0
NOT COUNTED (those listed below)	0	0	2	5	7
Julie notifications	0	0	0	0	0
Repossessions	0	0	2	4	6
Incident created in error	0	0	0	0	0
Law test nature code	0	1	0	1	2

RECORDS

Notice to Appears	0	0	0	0	0
Citations	2	1	0	0	3
Warnings	0	0	0	0	0
Freedom of Information / Pages	22 / 1614 pgs	15 / 118 pgs	13 / 1239 pgs	17 / 767 pgs	67 / 3738 pgs
CD/DVD'S FOR FOI OR SUBPOENAS	4	5	12	0	21
SEX Offender Registration	74	7	9	8	98
Impounds processed	4	4	5	4	17
Impound fees collected	\$ 2,000.00	\$ 1,500.00	\$ 2,500.00	\$ 1,500.00	\$ 7,500.00
Fines collected	\$2,084.00	\$ 1,800.00	\$ 80.00	\$530.00	\$4,494.00
Reports	2	0	11	1	14
Supplemental reports	0	1	2	1	4
Fingerprints processed	2	2	0	0	4
Court case files	23	19	21	36	99
DVD/CD for court	5	6	13	29	53
Pieces of logged evidence	78	78	54	55	265
Backgrounds for other LAW/GOVT. Agen	10	9	8	2	29
False alarm letters	0	0	1	0	1
Certificate of Purchase	3	3	0	6	12
Certificate of Purchase Final Letters	0	13	5	0	18
Evidence Pulled to be destroyed	-	10	20	200	230
Subpoenas / Expungements	0	1	0	1	2
AVRS Crash Report Sales / \$	0	0	0	0	0



REQUEST FOR COUNCIL ACTION

Agenda Date: March 23, 2020
To: Council Members
From: John Lebegue, Building & Inspections

AGENDA ITEM: February 2020 Building Report

ACTION REQUESTED: Receive and File.

DESCRIPTION: Receive and File February 2020 Building Report

FINANCIAL IMPACT:

Requested Amount:

Line Item:

Budgeted Amount:

Remaining Funds:

IMPACT IF APPROVED:

IMPACT IF DENIED:

ALTERNATIVES:

RELATED TO THE 2019-2021 CITY COUNCIL GOALS:

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Police & Fire Pension Obligation. To meet the 90% funding level by the year 2040 it is essential the City plan carefully and maintain financial discipline to meet its \$63 million dollar obligation.

Employee Residency. It is the goal of the Council to develop a policy that encourages more full-time non-union employees who participate in a City funded pension program to reside within the city limits of Pekin.

REQUIRED SIGNATURES

Finance Department (Certification of Availability of Funds):

Date:

City Manager:

Mark A. Rothert

Mark A. Rothert, City Manager

3/19/2020

Date:

Cash Receipts

Receipt Listing by GL

User: jrlbeque

Printed: 03/11/2020 - 9:18 AM

February 2020



City Of Pekin
111 S. Capitol
Pekin, IL 61554

Account Number	Receipt No	Void	Cust No	Name	Account Description	Receipt Date	Line Item Description	Amount
100-793-425500								
	00746817	False	000000	Jackson HVAC	Hvac Permit	2/7/2020	HVAC Permit	20.00
	00746825	False	000000	J. Bennett		2/7/2020	HVAC Permit	20.00
	00746842	False	000000	Covenant HVAC		2/7/2020	HVAC Permit	60.00
	00746843	False	000000	Covenant HVAC		2/7/2020	HVAC Permit	20.00
	00746900	False	000000	Precision Air Tech		2/7/2020	HVAC Permit	20.00
	00746918	False	000000	Discount Heating		2/7/2020	HVAC Permit	20.00
	00747801	False	000000	Staats Service		2/13/2020	HVAC Permit	40.00
	00748034	False	000000	Dave Osborn		2/14/2020	HVAC Permit	160.00
	00749870	False	000000	Scott Parkin		2/24/2020	HVAC Permit	40.00
	00750088	False	000000	AAA Northgate		2/24/2020	HVAC Permit	40.00
	00751881	False	000000	Alpha Mechanical		2/27/2020	HVAC Permit	120.00
							Fund: 100	560.00
100-793-426000								
	00746807	False	000000	Rumbold & Rumbold	Electrical Permits	2/7/2020	Electrical Permit	43.00
	00746808	False	000000	Zeller Electric		2/7/2020	Electrical Permit	134.00
	00746812	False	000000	Porter Electric		2/7/2020	Electrical Permit	43.00
	00746829	False	000000	J-Horn Electric		2/7/2020	Electrical Permit	43.00
	00746839	False	000000	J-Horn Electric		2/7/2020	Electrical Permit	43.00
	00746891	False	000000	Realty Services		2/7/2020	Electrical Permit	43.00
	00746915	False	000000	Elgin Electric		2/7/2020	Electrical Permit	43.00
	00746916	False	000000	Oberlander Electric		2/7/2020	Electrical Permit	43.00
	00747799	False	000000	CIES		2/13/2020	Electrical Permit	62.00
	00747800	False	000000	Ruyly Mechanical		2/13/2020	Electrical Permit	43.00
	00749373	False	000000	Realty Services		2/21/2020	Electrical Permit	626.00
	00749375	False	000000	Morr Electrical Service		2/21/2020	Electrical Permit	43.00
								31.00

Account Number Receipt No	Void	Cust No	Name	Account Description	Receipt Date	Line Item Description	Amount
00749378	False	000000	T.J. Lowe		2/21/2020	Electrical Permit	43.00
00750219	False	000000	Rocky Top		2/24/2020	Electrical Permit	31.00
00750827	False	000000	Oberlander Electric		2/25/2020	Electrical Permit	43.00
00751963	False	000000	Porter Electric		2/27/2020	Electrical Permit	43.00
00751977	False	000000	Lora Weidner		2/28/2020	Electrical Permit	43.00
00752017	False	000000	J Hulick		2/28/2020	Electrical Permit	260.00
00752576	False	000000	Kevin Potter		2/28/2020	Electrical Permit	31.00
00752621	False	000000	JIM FLETCHER		2/28/2020	Electrical Permit	31.00
00752760	False	000000	L & F Electric		2/28/2020	Electrical Permit	139.00
						Fund: 100	Total:
100-793-426400				Building And Rezoning Permit			1,861.00
00744864	False	000000	Icon		2/5/2020	Building Rezoning Permits	77.00
00746875	False	000000	Smart Innovative Group		2/7/2020	Building Rezoning Permits	40.00
00746879	False	000000	RockyTop		2/7/2020	Building Rezoning Permits	83.00
00746881	False	000000	ES Construction		2/7/2020	Building Rezoning Permits	77.00
00746887	False	000000	McMahill & Sons		2/7/2020	Building Rezoning Permits	107.00
00746913	False	000000	Donald Williamson		2/7/2020	Building Rezoning Permits	20.00
00746919	False	000000	Concrete Repair Services		2/7/2020	Building Rezoning Permits	50.00
00747006	False	000000	SIG		2/7/2020	Building Rezoning Permits	718.00
00747007	False	000000	SIG		2/7/2020	Building Rezoning Permits	741.00
00747008	False	000000	SIG		2/7/2020	Building Rezoning Permits	718.00
00747011	False	000000	SIG		2/7/2020	Building Rezoning Permits	777.00
00747014	False	000000	SIG		2/7/2020	Building Rezoning Permits	764.00
00747019	False	000000	SIG		2/7/2020	Building Rezoning Permits	495.00
00747802	False	000000	ES Construction		2/13/2020	Building Rezoning Permits	40.00
00747803	False	000000	Schwartz Electric		2/13/2020	Building Rezoning Permits	39.00
00748030	False	000000	Chris McKinney		2/14/2020	Solar Permit	130.00
00748490	True	000000	Roady Exteriors		2/19/2020	Roofing Permit	899.00
00748560	False	000000	Nick Ruzicka		2/19/2020	Roofing Permit	20.00
00748657	False	000000	Roady Exteriors		2/19/2020	Building Rezoning Permits	899.00
00749374	False	000000	Prairie Signs		2/21/2020	Sign Permit	24.00
00749380	False	000000	Ted Clark		2/21/2020	Building Rezoning Permits	184.00
00749381	False	000000	Kaiser Electric		2/21/2020	Solar Permit	243.00
00749868	False	000000	Topaz Stodgel		2/24/2020	Building Rezoning Permits	56.00
00750098	False	000000	Garage Elements		2/24/2020	Building Rezoning Permits	68.00

R - Cash Receipts Proof List by GL (03/11/2020 - 9:18 AM)

Account Number Receipt No	Void	Cust No	Account Description	Receipt Date	Line Item Description	Amount
00750108	True	000000	Theinert Const.	2/24/2020	Dumpster \$25.00 per day	56.00
00750112	False	000000	Theinert Const.	2/24/2020	Roofing Permit	56.00
00751691	True	000000	S+S Sign	2/27/2020	Sign Permit	24.00
00751739	True	000000	S+S Sign	2/27/2020	Sign Permit	24.00
00751742	False	000000	S+S Sign	2/27/2020	Sign Permit	24.00
00751862	False	000000	Christina Herold	2/27/2020	Building Rezoning Permits	102.00
00751871	False	000000	Mid Illinois	2/27/2020	Building Rezoning Permits	65.00
00752576	False	000000	Kevin Potter	2/28/2020	Building Rezoning Permits	125.00
00752617	False	000000	Jim Hoelzel	2/28/2020	Building Rezoning Permits	20.00
00752621	False	000000	JIM FLETCHER	2/28/2020	Building Rezoning Permits	68.00
					Fund: 100	Total: 7,833.00
100-793-451200			Plumbing Permits			
00746835	False	000000	Burling & Son	2/7/2020	Plumbing Inspections	55.00
00746884	False	000000	Tazewell Plumbing	2/7/2020	Plumbing Inspections	65.00
00746914	False	000000	David Burling & Son	2/7/2020	Plumbing Inspections	165.00
00747518	False	000000	Tyler Armstrong	2/11/2020	Plumbing Inspections	16.00
00747804	False	000000	Mike Fauser Plumbing	2/13/2020	Plumbing Inspections	40.00
00749379	False	000000	David Burling & Son	2/21/2020	Plumbing Inspections	55.00
00750081	False	000000	Tazewell Plumbing	2/24/2020	Plumbing Inspections	65.00
00750100	False	000000	David Burling & Son	2/24/2020	Plumbing Inspections	55.00
00750107	False	000000	David Burling & Son	2/24/2020	Plumbing Inspections	55.00
00751661	False	000000	Arnold & Sons Plumbing	2/27/2020	Plumbing Inspections	55.00
00752576	False	000000	Kevin Potter	2/28/2020	Plumbing Inspections	64.00
00752621	False	000000	JIM FLETCHER	2/28/2020	Plumbing Inspections	68.00
					Fund: 100	Total: 758.00
100-793-499800			Miscellaneous Receipts			
00749372	False	000000	P.J Hoerr	2/21/2020	Misc Receipts	100.00
00750828	False	027084	Robert Jenkins	2/25/2020	Misc Receipts	200.00
00751889	False	000000	Tieman Builders	2/27/2020	Misc Receipts	100.00
					Fund: 100	Total: 400.00
100-793-499802			Cash Over/short			
00750161	False	000000	OVERAGE	2/24/2020	Cash Over/Short	13.64
					Fund: 100	Total: 13.64

Account Number Receipt No	Void	Cust No	Name	Account Description	Receipt Date	Line Item Description	Amount
Report Totals:							11,425.64

February 2020

6.4.a

Code Enforcement Citations by Type

Printed: 3/5/2020

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Code Descriptor	Public Safety	Code Identifier	1
Code Descriptor	Permits required for work	Code Identifier	3
Code Descriptor	Parking regulations front yard setback	Code Identifier	2
Code Descriptor	Property maintenance violation	Code Identifier	2
Code Descriptor	Rental property not registered	Code Identifier	1
Code Descriptor	Right-of-way obstructions	Code Identifier	2
Code Descriptor	Placement of litter containers	Code Identifier	2
Code Descriptor	Junk cars	Code Identifier	1
Code Descriptor	Junk and debris	Code Identifier	3
Code Descriptor	Vehicle displayed for sale	Code Identifier	1

Attachment: February 2020 Building Report (2091 : February 2020 Building Report)



REQUEST FOR COUNCIL ACTION

Agenda Date: March 23, 2020
To: Council Members
From: John Lebegue, Building & Inspections

AGENDA ITEM: February 6, 2020 Minutes of the Pekin Plan Commission

REQUIRED SIGNATURES

Finance Department (Certification of Availability of Funds):
Date:

City Manager:
Date:

Pekin Planning Commission Meeting
 Council Chambers
 111 South Capitol Street, 2nd level
 February 6, 2020
 6:30 p.m.

Present:

Daryl Dagit
 Tim Bonnette
 Amy Wilson

James Ruth
 Chris Deverman

The regular meeting of the Pekin Planning Commission was called to order and a quorum was declared.

Staff present: John Lebegue, Building Inspections/Development Director, and Kate Swise, City Attorney

MOTION by Chris Deverman to approve the February 6, 2020 Agenda, seconded by James Ruth. On roll call vote, all present voted AYE. Motion approved.

MOTION by James Ruth to approve the minutes of November 13, 2019, Seconded by Chris Deverman. On roll call vote, Tim Bonnette, James Ruth, Amy Wilson and Chris Deverman voted AYE, Daryl Dagit abstained. Motion approved.

Council Action Reports:

Commissioner Daryl Dagit, stated that at the November 25, 2019 regular meeting of the Pekin City Council, the members of the City Council concurred with the recommendation of the Plan Commission and approved Ordinance # 1568-A212-19/20 to amend the Zoning Code to impose regulations regarding the establishment of adult-use and medical cannabis business establishments. At the November 25, 2019 regular meeting of the Pekin City Council, the members of the City Council tabled consideration of the petition for a Special Use for Open Front Storage for the purpose of establishing an accessory U-Haul use, which would entail the storage and display of U-Haul rental trucks, trailers and other moving equipment in the designated area of the parking lot at the property at 422 Derby Street. The member of the City Council wanted the applicant to appear before the City Council to provide more information as to exactly what type of equipment would be stored on the property as part of the proposed U-Haul rental use. Mr. Patel appeared at the December 9, 2019 regular meeting of the Pekin City Council and the members of the City Council concurred with the recommendation of the Plan Commission, and granted Special Use authorization for Open Front Storage for the purpose of establishing an accessory U-Haul use, which would entail the storage and display of U-Haul rental trucks, trailers and other moving equipment in the designated area of the parking lot at the

property at 422 Derby Street, with the condition that signage be installed to identify the designated area for the parking and storage of U-Haul rental equipment.

Application #1 (#1-2020): Conduct a Public Hearing for the consideration of an amendment to the City of Pekin Zoning Code to impose regulations regarding the establishment of adult-use and medical cannabis businesses in the PUD District.

Open Public Hearing: 6:32 p.m.

Commissioner Daryl Dagit opened the discussion and asked if there was anyone here to speak in regard to the issue.

Alan White appeared before the members of the Plan Commission and stated that the proposed ordinance allowing cannabis establishments in the City sets a bad example for children and that he considered cannabis a gateway drug to harder drugs. Mr. White then asked if the proposed amendment was for recreational and medical cannabis.

City Attorney Kate Swise answered by stating that the ordinance addressed both recreational and medical cannabis establishments.

Mr. White concluded his comments by asking if the City had received any phone calls regarding the proposed ordinance.

John Lebegue, Building Inspections/Development Director stated that the Building Inspections Department received no phone calls or written correspondence regarding the proposed ordinance.

Close Public Hearing: 6:38 p.m.

Commissioner Daryl Dagit entertained a motion for discussion.

Motion made by Commissioner James Ruth, seconded by Commissioner Chris Deverman, to open discussion.

The members of the Plan Commission found the proposed ordinance reasonable and the PUD, Planned Unit Development District well suited for cannabis related businesses.

Commissioner Daryl Dagit called the question on the ordinance amending the City of Pekin Zoning Code to impose regulations regarding the establishment of adult-use and medical cannabis businesses in the PUD District. On a roll call vote, all present voted Aye. Motion passed.

Application #2 (#2-2020): Conduct a Public Hearing for the consideration of Special Use petitions for the establishment of a cannabis craft grower use and a cannabis dispensary use at certain property located at 1805 Riverway Drive

Open Public Hearing: 6:39 p.m.

Commissioner Daryl Dagit, opened the discussion and asked if there was anyone here to speak concerning the issue.

Allan White appeared before the members of the Plan Commission and asked what the square footage of the proposed cannabis craft grower facility would be.

David Wentworth, attorney for applicant Riverway Craft Laboratories, LLC, stated that the proposed cannabis craft grower facility would consist of a 5,000 square foot growing area, with a 6,000 square foot main operations building. Mr. Wentworth further stated that the growing area could increase by 3,000 each year, with a maximum allowed growing area of 24,000 square feet.

City Attorney Kate Swise then explained to the members of the Plan Commission that this public hearing was to consider both a petition for a cannabis craft grower facility and a petition for a cannabis dispensary facility, with the 6,000 square foot dispensary use being conducted within the existing building at 1805 Riverway Drive.

Attorney David Wentworth stated that all dispensary licenses for 2020 have already been issued and that the next round of 110 cannabis dispensaries would not occur until December 2021.

Mr. Wentworth continued by stating that the Illinois Department of Agriculture was in charge of cannabis craft grower facilities and that the application window for cannabis craft growing facilities would be from February 14, 2020 to March 14, 2020, with 40 licenses being awarded on May 1, 2020. Mr. Wentworth further stated that if they were awarded a cannabis craft grower license, that they could open the proposed facility by July 1, 2020.

Commissioner James Ruth asked the applicant if they had to provide evidence to the State of local zoning and site approval even for potential cannabis business establishments.

Attorney David Wentworth stated that obtaining municipal zoning and site approval was crucial for any cannabis business establishment.

Commissioner Daryl Dagit asked if any of the TIF money recently granted to PAL was being used for the proposed cannabis business establishments at 1805 Riverway Drive.

Dr. Aaron Rossi, CEO of PAL Health Technologies, stated that the TIF money was not being used for the proposed cannabis business establishments and is a separate issue and that the cannabis business establishments are under separate ownership.

Alan White asked how many cannabis craft growers could potentially be established in the City of Pekin.

David Wentworth stated that only one cannabis craft grower facility can be established in the City of Pekin.

Commissioner James Ruth asked if it was true that not all of the cannabis supplied to potential cannabis dispensary had to be provided from the cannabis craft grower located at 1805 Riverway Drive.

David Wentworth stated that it is true that not all of the cannabis sold at the potential cannabis dispensary had to be supplied from the proposed cannabis craft growing facility and cannabis supplies from other growing facilities could be sold at the potential cannabis dispensary.

Commissioner Chris Deverman then asked if the proposed cannabis craft grower and cannabis dispensary uses met all City requirements.

John Lebegue, Building Inspections/Development Director stated that the proposal met and addressed all ordinance requirements. Mr. Lebegue further stated that given that the property at 1805 Riverway Drive was located within the Riverway Business Park, that building setbacks, site plan and lot intensity is governed by the Riverway Business Park covenants and was not part of the review by the Plan Commission.

Alan White asked what distance the proposed facilities were from the Park District property.

David Wentworth stated that the property at 1805 Riverway Drive is 1,500 feet from the Park District property.

Close Public Hearing: 6:57 p.m.

Commissioner Daryl Dagit, Chairman, entertained a motion for discussion.

Motion made by Commissioner Chris Deverman, seconded by Commissioner Tim Bonnette, to open discussion.

City Attorney Kate Swise explained that the ordinance recently adopted for cannabis business establishments includes factors which any cannabis business establishment had to meet and compliance with those factors is how to determine compliance with ordinance requirements.

Commissioner Tim Bonnette asked if a Special Use has an expiration date.

John Lebegue, Building Inspections/Development Director stated a Special Use permit had to be annually renewed, but that he does not believe there is any current ordinance language that specifically establishes an expiration date for a Special Use permit.

Commissioner Chris Deverman complimented stated that the property at 1805 Riverway Drive is a perfect location for the proposed cannabis craft grower and cannabis dispensary uses.

Commissioner Daryl Dagit called the question on the Special Use petitions for the establishment of a cannabis craft grower use and a cannabis dispensary use at certain property located at 1805 Riverway Drive. On a roll call vote, all present voted Aye. Motion passed.

Public Input

Allan White appeared before the members of the Plan Commission and explained that at the August 14, 2019 meeting where the Plan Commission considered the rezoning of the property at 904 N. 10th Street, incorrect information was provided, as the property at 904 N. 10th Street was zoned OS-1 Office Service District at the time of the rezoning and not R-4, One Family Residential District. Mr. White continued by thanking the members of the Plan Commission for voting to deny the rezoning application and asked in the future that a records search be performed on all properties subject to rezoning instead of relying on the official zoning map, which could be incorrect.

Motion made by Commissioner James Ruth, seconded by Commissioner Tim Bonnette to adjourn. On roll call vote, all present voted Aye. Motion approved. Meeting adjourned at 7:15 p.m.

Respectfully submitted:

John R. Lebegue, Building Inspections / Development Director



REQUEST FOR COUNCIL ACTION

Agenda Date: March 23, 2020
To: Council Members
From: Sue McMillan, City Clerk

AGENDA ITEM: Ordinance No. 2876-19/20 Renewing Declaration of Local Emergency

ACTION REQUESTED: Approve and Adopt the Ordinance.

DESCRIPTION: In light of current developments related to the COVID-19 outbreak, the City Council adopted emergency powers for the Mayor and the City Manager pursuant to Ordinance No. 2874-19/20 on March 16, 2020. On March 18, 2020, the Mayor declared a Local State of Emergency, pursuant to Section 11-1-6 of the Illinois Municipal Code (65 ILCS 5/11-1-6), Section 11 of the Illinois Emergency Management Agency Act (20 ILCS 3305/11), and Section 1-5A-3 of the City Code.

The action before the City Council is for the City Council, as a whole, to declare a Local State of Emergency and to extend that Local State of Emergency until the next meeting of a quorum of the City Council, at which time it may be continued or extended by further actions of the City Council. The Mayor and the City Manager are further authorized to exercise the emergency powers granted to them by Section 1-5A-3 and 1-7-10, respectively, as those sections were amended by Ordinance No. 2874-19/20.

FINANCIAL IMPACT:

Requested Amount:
 Line Item:
 Budgeted Amount:
 Remaining Funds:

IMPACT IF APPROVED:

IMPACT IF DENIED:

ALTERNATIVES:

RELATED TO THE 2019-2021 CITY COUNCIL GOALS:

5 Year CIP. The Five-Year Capital Improvement Plan reflects all current and future capital improvement needs of the City of Pekin. The Plan is designed to be updated annually by staff and submitted to the Council for review and approval prior to the annual budget process.

Enhance Code Enforcement Services. The Council understands the importance of a strong Code Enforcement Program in that it has an impact on many facets of living and doing business inside the City of Pekin.

Business Friendly Community. The Council strives to bring new businesses to Pekin while helping to maintain and expand all existing businesses. It is therefore essential to work cooperatively to make Pekin a "Business-Friendly" Community.

Efficient and Effective Municipal Operations. A fundamental responsibility of elected officials, City Staff and Employees is the exercise of good stewardship over public funds. Therefore, it is important that municipal services be delivered with maximum efficiency and effectiveness

Police & Fire Pension Obligation. To meet the 90% funding level by the year 2040 it is essential the City plan carefully and maintain financial discipline to meet its \$63 million dollar obligation.

Employee Residency. It is the goal of the Council to develop a policy that encourages more full-time non-union employees who participate in a City funded pension program to reside within the city limits of Pekin.

REQUIRED SIGNATURES

Finance Department (Certification of Availability of Funds):

Date:

City Manager:

Mark A. Rothert

Mark A. Rothert, City Manager

3/19/2020

Date:

**Ordinance No. 2876-19/20 An Ordinance Renewing Declaration of Local Emergency With
The City of Pekin in Response to the COVID-19 Pandemic and Granting Emergency Powers to
the Mayor and City Manager**

7.1

ADOPTED AND APPROVED at a regular meeting of the City Council of the City of Pekin this _____ day of _____, 20_____.

MAYOR

ATTEST:

CITY CLERK

ORDINANCE NO. 2876-19/20

AN ORDINANCE RENEWING DECLARATION OF LOCAL EMERGENCY WITHIN THE CITY OF PEKIN IN RESPONSE TO THE COVID-19 PANDEMIC, AND GRANTING EMERGENCY POWERS TO THE MAYOR AND CITY MANAGER

WHEREAS, the City of Pekin is a home rule municipality as described in Section 6(a), Article VII of the 1970 Constitution of the State of Illinois; and

WHEREAS, the City of Pekin, as a home rule municipality, may exercise power and perform any function pertaining to its government and affairs, including, but not limited to, the power to legislate for the protection of the public health, safety, and welfare; and

WHEREAS, the Illinois Municipal Code (65 ILCS 5/11-1-6) authorizes the City Council to, by ordinance, grant the Mayor the extraordinary power and authority to exercise, by executive order, during a state of emergency, such of the powers of the City Council as may be reasonably necessary to respond to the emergency; and

WHEREAS, the Illinois Emergency Management Agency Act, 20 ILCS 3305/11, further provides for and emergency local disaster declaration by the Mayor, as principal executive officer of the City, the effect of which is to activate the emergency operations plan of the City pursuant to the Emergency Management Agency Act and to authorize the furnishing of aid and assistance thereunder; and

WHEREAS, on March 18, 2020, the Mayor declared a Local State of Emergency, pursuant to Section 11-1-6 of the Illinois Municipal Code (65 ILCS 5/11-1-6), Section 11 of the Illinois Emergency Management Agency Act (20 ILCS 3305/11), and Section 1-5A-3 of the City Code; and

WHEREAS, in light of further developments related to the COVID-19 outbreak, the City Council further amended the emergency powers of the Mayor and the City Manager pursuant to Ordinance No. _____; and

WHEREAS, The City Council finds it is in the best interests of the City, its residents, and the public health and safety to extend the Declaration of Local State of Emergency and the emergency powers granted to the Mayor and the City Manager thereunder..

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PEKIN, TAZEWELL COUNTY, ILLINOIS, THAT:

Section 1. The findings and recitations set forth above are adopted and found to be true and correct.

Section 2. The Declaration of Local State of Emergency declared by the Mayor on March 18, 2020, is hereby extended until the next meeting of a quorum of the City Council is held, at which time it may be continued or extended by further act of the City Council.

Section 3. The Mayor and the City Manager are further authorized to exercise the emergency powers granted to them by Section 1-5A-3 and 1-7-10, respectively, as those sections were amended by Ordinance No. _____, passed by the City Council on this date. The State of Emergency and the Emergency Powers granted herein shall be in continuous effect until the next meeting of a quorum of the City Council is held, at which time it may be continued or extended by further act of the City Council.

Section 4. This Ordinance is in addition to all other ordinances on the subject and shall be construed therewith excepting as to that part in direct conflict with any other ordinance, and in the event of such conflict, the provisions hereof shall govern.

Section 5. This Ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED AND APPROVED at the regular meeting of the City Council of the City of Pekin, this _____ day of _____, 20____; and upon roll call the vote was as follows:

AYES:

NAYS:

ABSENT:

ABSTAINING:

APPROVED this _____ day of _____, 20____

Mayor

ATTEST:

City Clerk

CERTIFICATE

THE UNDERSIGNED CERTIFIES THAT SHE IS THE CITY CLERK FOR THE CITY OF PEKIN, ILLINOIS, AND THAT THE CITY COUNCIL AT A REGULARLY CONSTITUTED MEETING OF SAID CITY COUNCIL OF THE CITY OF PEKIN ON THE _____ DAY OF _____, 20____ ADOPTED ORDINANCE NO. _____ A TRUE AND CORRECT COPY OF WHICH IS CONTAINED IN THIS PAMPHLET

GIVEN UNDER MY HAND AND SEAL THIS _____ DAY OF _____, 20____.

(SEAL)

CITY CLERK



REQUEST FOR COUNCIL ACTION

Agenda Date: March 23, 2020
To: Council Members
From: Sarah Newcomb, Human Resources Dir

AGENDA ITEM: Resolution No.73-19/20 Employee Handbook

ACTION REQUESTED: Approve and Adopt the Resolution.

DESCRIPTION: Attached is the Full Employee Handbook Revision which was presented to City Council in a presentation on March 9, 2020. The majority of the revisions were the result of regulatory changes and language changes to reflect the modernization of processes and procedures and the inclusion of the 2014 addendum, which is now incorporated into the proposed document. The major changes include changes related to marijuana and the elimination of a very large portion of section 8.8 Email and Internet Policy. It was decided that the IT department will provide a policy separate from the Employee Handbook to better reflect the needs of IT and doing so will provide them with a better means of making changes in their rapidly changing environment outside of addendums to the Employee Handbook. A list of the changes was provided at the presentation and is attached here as well. The Employee Handbook was reviewed by the City's Labor Attorney, Joshua Herman of Miller, Hall & Triggs prior to the presentation.

After the presentation, the proposed handbook was shared with the collective bargaining units. The document attached is the same document that was presented to City Council on March 9, 2020, but with the following staff recommended changes, all dealing with the issue of residency of employees:

- Employee residency radius back to status quo, 10-miles from city limits;
- Addition of local hiring preference so that if two applicants of equal hiring value apply for an open position, preference shall be given to the local Pekin candidate;
- Those in the positions of City Manager, Assistant City Manager, Police Chief, Fire Chief, and Public Works Director shall live in the city; and
- The City Council can waive the residency requirements, as adopted, for any prospective employee candidate.

Staff also received alternative language for the Handbook from Councilmember Dave Nutter and Mayor Luft, which are listed in the attached table titled Council Member employee handbook proposed revisions.

FINANCIAL IMPACT: N/A

Requested Amount:

Line Item:

Budgeted Amount:

Remaining Funds:

IMPACT IF APPROVED: Employees will be provided with the final copy of the handbook and it will be provided to future employees

IMPACT IF DENIED: The City will continue to operate under the current version of the Employee Handbook.

ALTERNATIVES:

RELATED TO THE 2019-2021 CITY COUNCIL GOALS:

5 Year CIP. The Five-Year Capital Improvement Plan reflects all current and future capital improvement needs of the City of Pekin. The Plan is designed to be updated annually by staff and submitted to the Council for review and approval prior to the annual budget process.

	Enhance Code Enforcement Services. The Council understands the importance of a strong Code Enforcement Program in that it has an impact on many facets of living and doing business inside the City of Pekin.
	Business Friendly Community. The Council strives to bring new businesses to Pekin while helping to maintain and expand all existing businesses. It is therefore essential to work cooperatively to make Pekin a “Business-Friendly” Community.
	Efficient and Effective Municipal Operations. A fundamental responsibility of elected officials, City Staff and Employees is the exercise of good stewardship over public funds. Therefore, it is important that municipal services be delivered with maximum efficiency and effectiveness.
X	Employee Residency. It is the goal of the Council to develop a policy that encourages more full-time non-union employees who participate in a City funded pension program to reside within the city limits of Pekin.

REQUIRED SIGNATURES

Finance Department (Certification of Availability of Funds):

Date:

City Manager:

Mark A. Rothert

Mark A. Rothert, City Manager

3/20/2020

Date:

WHEREAS, the City of Pekin reviewed existing policies and amended the **Employee Handbook** and Personnel Policy as follows:

Resolution No. 140 dated March 25, 1996

Resolution No. 70

Resolution No. 392 dated March 8, 1999

Resolution No. 50 Email Policy dated April 11, 2000

Resolution No. 177 Sexual Harassment Policy dated April 22, 2002

Resolution No. 123-05/06 New Personnel Policy for Employees dated September 12, 2005

Resolution No. 178-06/07 dated December 11, 2006 8.3 E-Mail and the Internet

Resolution No.190-06/07 dated March 26, 2007

6.2 Inclement Weather

4.8 Vacation

8.3 Email and Internet Policy

6.8 Compensatory Time Off (Comp Time)

Resolution No. 16-07/18 dated October 9, 2007

9.3 Personal Telephone Calls

Resolution No. 52-08/09 dated August 25, 2008

8.6 Smoking Policy

Resolution No.35-10/11 dated January 25, 2010

4.8 Vacation

4.10 Pay Upon Retirement

Resolution No.91-10/11 dated April 11, 2011

2.9 Residency

Resolution No.57-12/13

Adoption of the **Employee Handbook** 2012;

And

WHEREAS, it is in the best interest of the City of Pekin that the **Employee Handbook** reflect federal and state law changes as well as updating sections for modern and healthy work force and work environment as well as using modern language; and

WHEREAS, after initial changes by the Human Resources Department and further review by the labor attorney, Joshua Herman, Miller Hall and Triggs and with Council direction it is in the best interest of the City of Pekin to adopt a new **Employee Handbook** by replacing the present **Employee Handbook** with the attached "**Employee Handbook 2020**"

ADOPTED AND APPROVED at a regular meeting of the City Council of the City of Pekin this _____ day of _____, 20____.

MAYOR

ATTEST:

CITY CLERK

City of Pekin

Employee Handbook



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NO CONTRACTS OF EMPLOYMENT

The policies in this Personnel Manual are not intended to create a contract and are not an offer to enter into a contract. These policies do not establish contractual rights for employment or any employment benefit. The policies are not to be construed to constitute contractual obligations of any kind, or a contract of employment between the City of Pekin ("City") and any employee.

No commitment for employment for any specified duration, including "lifetime" employment, shall be valid or binding on the City unless expressly set forth in a written document and signed by both the employee and by the City Manager.

Employment with the City is voluntary and "at-will." Just as you are free to resign at any time for any reason, the City has the right to terminate your employment and/or benefits at any time, with or without cause or advance notice.

The policies in this Personnel Manual have been developed at the discretion of the City and may be amended or eliminated at any time, at the sole discretion of the City. The City retains the right to modify, eliminate, amend, or cancel any of its published or unpublished policies for any reason, with or without advance notice, at its sole discretion without having to give justification.

This Personnel Manual is not intended to replace or supersede a collective bargaining agreement that may cover many of the terms and conditions of employment for employees covered by that agreement.

These policies replace all previous policies and practices and may not be changed or added to without the express written approval of the City Manager. Questions about these policies should be directed to the Human Resources Director.



1. INTRODUCTION

1.1 WELCOME

It is a pleasure to welcome you as an employee of the City of Pekin and to wish you success in your new job. This Personnel Manual is provided for your personal use. The following pages are intended to provide newcomers and those of you who have been with us for some time a better understanding of the privileges and responsibilities of being a City of Pekin employee. We encourage you to read it and keep for your future reference. If you have any questions about the contents of this Manual, or about anything that pertains to your job, please discuss these issues with your immediate supervisor, department head, or the Human Resources Director.

The City Manager and other management staff have faith in their employees, as well as a real interest in them, their concerns, thoughts and ideas. Our primary aim is to serve the public, and we strive to provide quality service in an effective and efficient manner. We recognize the credit for this distinction most of the time goes unappreciated; however, the City Manager and management staff do certainly appreciate everything our employees do for the public.

Thank you for joining us. We look forward to working with you and hope your experience will be enjoyable and rewarding.

1.2 PURPOSE

This Personnel Manual is provided to all employees of the City of Pekin, which will also be referenced throughout this Manual as the “the City.” It is intended to serve as a guideline for reference to the day-to-day administration of the human resources policies, practices, and work rules, and also outlines various employee benefit programs. All statements herein are designed to increase employee understanding and provide direction to allow accomplishment of our objectives. These provisions supersede the existing Personnel Manual. Existing departmental policies and procedures necessary for the operations of a specific department ~~shall not~~ may be affected by this Manual. This Manual is not an employment contract and does not establish contractual rights. The City Manager may modify, change, or eliminate the policies and/or procedures listed in these guidelines at any time, with the approval of our City Council. All changes and modifications will be communicated to employees through one or more of the City’s usual channels of communication such as: mailings, email, newsletters, payroll stuffers, employee self-service, employee meetings, city website, or internal postings.

It is the responsibility of all employees to become familiar with and adhere to all policies and provisions of the Manual. Day-to-day interpretations of policy statements and their intent fall under the authority of the Human Resources Director, with final approval by the City Manager.

The official copy of this document is kept and maintained in the Human Resources Department. This Policy is also part of the official records maintained by the City Clerk. For further clarification regarding the full rights, benefits and obligations of employees and of the City, please contact the Human Resources Director.

It is recognized that the City has in the past and may in the future, enter into collectively bargained agreements on behalf of particular groups of employees within the City's operation. It is expressly acknowledged that the provisions of such collectively bargained agreements control and shall be applied to employees covered by such agreements, notwithstanding any contrary provisions within this Manual. Accordingly, any matters specifically covered by the collectively bargained agreements supersede these policies for those employees covered by the collective bargaining agreement.

1.3 EMPLOYEE RESPONSIBILITIES

Each of us, as an employee, is an "Ambassador" of the City. It is hoped and even expected that you are proud to be a member of our team and will always refer to the City of Pekin in a positive manner.

Our ability to successfully provide the level of service the citizens of our community (our customers) expect and deserve depends upon the quality of our staff and their commitment to excellence. It is expected that all City employees strive to understand, appreciate, commit to, and exemplify the following:

- A. Provide QUALITY work at a productive pace;
- B. Treat others with courtesy and respect their rights;
- C. Demonstrate the highest standards of personal integrity, truthfulness, honesty, and fortitude in all public activities;
- D. Respect each other, and support the City's goals and philosophies;
- E. Display a positive attitude and a smile to the people we serve no matter how challenging the day has been;
- F. Take initiative within your authority; and
- G. Perform your responsibilities to the best of your ability.

All complaints from the public shall be handled courteously and promptly. The employee who receives a complaint should attempt to resolve the complaint if possible, or immediately refer the complaining party to the appropriate department head or the City Manager. All complaints shall be properly documented.

1.4 BUSINESS PRACTICES

Employees are expected to follow certain guidelines and standards in day-to-day conduct. Violations are subject to disciplinary action, up to and including termination of employment. City business practices include, but are not limited to the following:

1. COMPLIANCE WITH LAWS AND REGULATIONS

City employees shall conduct all activities in compliance with all applicable federal, state, and local laws and regulations. It is the responsibility of the employee to make sure any license, permit, certification or the like is kept current. The City will not be held responsible for the expiration of any such item if the employee did not give proper notice to the City.

2. PROPER RECORDING OF ASSETS AND DISBURSEMENTS

Making false or fictitious entries in the City books and records and/or issuing false or misleading reports about the City operations, are prohibited. No employee shall engage in any transaction that requires or contemplates such prohibited activities.

3. PURCHASING POLICIES

All suppliers, seeking or participating in business dealings with the City, will be accorded fair and impartial treatment. Soliciting or accepting monetary or non-monetary kickbacks, fees, or commissions from a supplier is expressly forbidden. Employees are expected to adhere to the purchasing and procurement policies set forth by the City of Pekin. Accepting normal business courtesies is permissible in accordance with the Illinois State Gift Ban Act. Also see Conflict of Interest policy below, and refer to current State mandated ethics, gift ban, etc. policies.

4. POLITICAL CAMPAIGN POLICY

The City encourages individuals to participate in civic and political activities in their own way during their personal time. In doing so, individuals must never act as a representative of the City or give the appearance that the City is supporting their activity without the expressed consent of the City Manager. Participation in political activity of any kind is prohibited during the employee's working hours.

5. OUTSIDE EMPLOYMENT

Employees may hold outside jobs as long as they meet the performance standards of their job with the City. Full-time Employees must notify their immediate supervisor and the ~~City Manager~~ Human Resources Department in writing of any outside employment. All employees are subject to the City scheduling requirements, regardless of any existing outside work requirements. City work schedules will not be adjusted to accommodate non-City work schedules.

If an employee's outside work interferes with his or her performance or ability to meet the requirements of their job as it is modified from time to time, the employee may be asked to terminate the outside employment if he or she wishes to remain with the City. Outside employment that constitutes a conflict of interest is prohibited. Employees may not receive any income or material gain from individuals outside the City for materials sold, or services rendered, while performing their jobs with the City.

Employees in certain job categories should be aware that working while on disability may decrease certain pension benefits, in accordance with applicable state law.

6. ON/OFF DUTY MORALS, EFFICIENCY, IMAGE, PUBLIC CONFIDENCE

No employee shall engage in conduct, on or off duty, which adversely affects the morale or efficiency of the organization, or, engage in conduct, on or off duty, which has a tendency to destroy public respect for the employee and/or the City, and/or destroy confidence in the operations of the City or otherwise reflect negatively on the City. Employees must ensure that all actions and statements, whether made publicly or privately, are such as to promote the execution of City ordinances, regulations, policies, and programs.

7. CONFLICT OF INTEREST

Employees are expected to avoid any outside interest or activity which is in conflict or incompatible with the conduct of official duties or has the potential to be a conflict of interest. Employees must decline from participating in any business activity with the City, or participating in any decision on any such activity when the employee either has an ownership interest in the business with which the City is dealing or stands to receive personal outside gain from such dealings.

Employees are also expected to take precautions to avoid any appearance of conflict of interest or raise suggestions of impropriety. To this end, the City expressly precludes any City employee from soliciting, or accepting, any gift, gratuity, service, favor or valuable service(s), or other personal gain for themselves or a relative in exchange for, or as a result of, or which might influence, the performance of their duty as City employees. The sole exceptions are that employees may in compliance with the Illinois State Gift Ban Act:

- accept (but may not solicit or request) gifts of normal business courtesies with a nominal value; or
- may, with prior approval of the City Manager, participate in activities / events (e.g., seminars, conventions, golf tournaments) sponsored by an entity with which the City does business or might do business.

This policy is to provide guidelines so that employees can seek further clarification on conflicts of interest or potential conflicts of interest. Contact the Human Resources Director for more information or questions about conflicts of interest.

2. EMPLOYMENT

2.1 EMPLOYMENT AT WILL

Employment with the City is “at will,” which means employment with the City is voluntarily entered into, and the employee is free to resign at will at any time, with or without cause. Similarly, the City may terminate the employment relationship at will at any time, with or without advance notice or cause.

2.2 EMPLOYEE RELATIONS: OPEN DOOR POLICY

The City values employees' constructive opinions and suggestions, and believes communication is important in the workplace. The City encourages employees to discuss suggestions, problems, or concerns with their supervisor. In most cases, talking with your supervisor may resolve an issue. However, an employee may also discuss problems and concerns with their immediate supervisor, Department Head, Human Resources Director, or City Manager.

Direct communication is always the best route to take to resolve issues.

2.3 EQUAL EMPLOYMENT OPPORTUNITY

In order to provide equal employment and advancement opportunities to all individuals, employment decisions at the City will be based on merit, qualifications, and abilities. The City does not discriminate in any aspect of employment opportunities or practices on the basis of race, color, religion or gods, ~~creed~~, sex, sexual orientation, national origin, ancestry, protected military or veteran status, marital status, age, disability, order of protection status, genetics, gender identity or expression, or any other characteristic protected by law. This policy governs all aspects of employment, including selection, job assignment, compensation, discipline, termination, and access to benefits and training.

Any employee with questions or concerns about any type of discrimination in the workplace is encouraged to bring these issues to the attention of their immediate Supervisor, Human Resources Director, or the City Manager. Employees can raise concerns and make reports without fear of retaliation. Anyone found to be engaging in any type of unlawful discrimination will be subject to disciplinary action, up to and including termination of employment.

2.4 REASONABLE ACCOMMODATION

The City will make reasonable accommodations for qualified employees ~~with known disabilities~~ unless doing so would result in undue hardship. Questions about reasonable accommodation should be directed to the Human Resources Director.

2.5 EMPLOYMENT PROCESS

The Human Resources Department may generally advertise ~~for~~ position openings through various resources and methods. In addition, position openings are posted in every City department. The job vacancy announcement shall be in a consistent format for all City jobs, and include at minimum the job title, rate or range of pay, a summary of duties, the essential qualifications, and the basic procedure to be followed in hiring.

Applications for regular full-time and regular part-time employment, and all applications and resumes received in response to advertised vacancies will be kept on file ~~for one (1) year~~ according to the state records review act. Applicants must submit a new application for each job posting.

Employees are selected on the basis of their qualifications to fulfill established specifications for the job, or as outlined in collective bargaining agreements. General selection criteria include knowledge, experience, education, training, skills, prior work history, ability to coalesce with the department and willingness to work in a specified environment. Applicants meeting criteria ~~are interviewed and~~ may be subject to testing for the position requirements and may be are interviewed.

Hiring of ~~D~~department ~~H~~head personnel shall be the responsibility of the City Manager. When a non-management vacancy exists in a department, the respective ~~D~~department ~~H~~head will notify the City Manager to obtain authorization for filling the position before taking any other steps. The ~~D~~department ~~H~~head and the Human Resources Director will screen all applicants and interview a sufficient number of qualified candidates and select the most qualified candidate. Participation in the interview/selection process may include the City Manager if he/she elects to participate or is requested to participate by the ~~D~~department ~~H~~head. All applicants interviewed shall be notified by the responsible department head or the Human Resources Department when the vacancy is filled.

2.6 EMPLOYMENT PROCESS FOR POLICE AND FIRE

Procedures and specific provisions for hiring members of the Police and Fire Departments will be followed as set forth in the Rules and Regulations of the Board of Fire and Police Commissioners of the City of Pekin.

2.7 PROMOTIONS AND DEMOTIONS

The City values the talents and expertise of their employees and employees are encouraged to seek advancement opportunities within the City. Current employees of the City will be considered if they possess the necessary qualifications and/or experience that are equal to or would exceed others who make application, and when it is in the best interest of the City to do so.

An employee may be demoted from one position to another provided they meet the minimum qualifications of an available lower level position. Voluntary demotion requests may be initiated in writing by the employee and must be approved by the department director and the Human Resources Director to be effective. If an employee is involuntarily demoted as a result of disciplinary action, the City will consider factors such as the nature and severity of the offense and years of service within the City as major factors in determining the rate of pay the employee will receive within the lower pay range for their new classification.

A demoted employee returning to their former job will normally be placed at the same rate of pay they were receiving when they left that position; however, such rate shall be determined at the current scale or alternatively at the discretion of the City. A demoted employee who has limited experience related to the lower level job may receive a lower rate of pay based on the employee's skill level. In no case shall the salary of a demoted employee be below or above the minimum or maximum of the salary range of the new position.

2.8 EMPLOYMENT OF RELATIVES

Relatives and/or personal acquaintances are subject to the same hiring standards and job requirements as other applicants. It is the City's policy that an employee may not work under the direct or indirect supervision of a relative as defined in this policy. For the purpose of this policy "relatives" includes spouses, civil union partners, sons or daughters, grandchildren, brothers or sisters, brothers or sisters-in-law, mothers or fathers, mother or father-in-law, or "step" relatives of the same level. It is the employee's responsibility to notify Human Resources of any relationship to current employees or new hires. ~~The Employees are explicitly informed that the~~ City reserves ~~the right to~~ may take action if an actual or potential conflict of interest arises involving relatives or persons involved in a dating relationship even if no direct reporting relationship is involved.

2.9 EMPLOYMENT PHYSICALS

Post-offer pre-employment medical exams, including drug screen, are required for every applicant who is offered employment with the City. Offers of employment by the City are conditional upon the candidate successfully completing these requirements, and employment will not begin until the employment medical examination is successfully completed. Successful completion of the exam requires a negative drug screen and the health care provider's certification that the candidate meets the minimal physical standards established for the specific job.

Some positions within the City require regular physical examinations as a requirement of the position or for license or permits. Employees with these requirements are responsible for ensuring any license does not lapse due to untimely physical exams. It is imperative that employees provide enough time for the exam to be completed with any additional information requested from other doctors requested by the City physician and for the physician to have ample time to review those documents prior to your license lapsing.

The City will provide reasonable accommodations, when necessary and requested, for qualified individuals with disabilities, in accordance with the Americans with Disabilities Act.

2.9 (a).1 FITNESS FOR DUTY EXAM

Current employees may be required to take medical examinations to determine fitness for duty when the examination is job-related and consistent with business necessity in accordance with the ADA and applicable law. For example, a medical examination may be required ~~when as a guide for reasonable accommodation~~, prior to a "light duty" assignment, ~~or other reason or~~ as a guide for reasonable accommodation.

Individual departments may, with ~~City Manager~~ Human Resources approval, establish additional testing requirements to evaluate the capacity and fitness of candidates to effectively and efficiently perform the duties of the specific job for which they have applied. For example, the Board of Fire and Police Commissioners may establish testing for strength, dexterity, agility, etc. beyond the basic employment physical examination for specific positions in the fire and police departments. In no case will such job or department specific rules or procedures be inconsistent or in conflict with City policies.

2.10 RESIDENCY REQUIREMENT

revised 04-11-11

General Conditions. All employees shall reside within the 10 miles of the corporate City limits. Residency requirements for employees covered under collective bargaining agreements shall be governed by those agreements. Residency requirements for non-union sworn police and fire personnel shall also be governed by the police and fire collective bargaining agreements. Employees hired prior to May 1, 2020 may be grandfathered at the current residence; however, if an employee chooses to move, they must reside within the 10-mile radius of the corporate City limits.

Newly hired employees who do not reside within 10 miles radius of the corporate City Limits may have up to twelve (12) months from the end of their ~~Introductory~~ Probationary Period to establish residency.

The City of Pekin encourages employees to live within the corporate City limits and from time to time may provide incentives to those employees that reside within the corporate City limits. The City of Pekin may also provide assistance to employees choosing to move into the corporate City limits through its incentive program if funded annually in the budget.

~~Exceptions to this policy may only be temporary, for personal hardship reasons, and must be authorized in writing by the City Manager and approved by the City Council. An employee who fails to meet this requirement shall be terminated.~~

Hiring preference will be given to a candidate of equal hiring value for open positions to candidates living within the corporate City limits.

Special Conditions. Employees occupying the following positions shall be required to live within the corporate limits of the City of Pekin: City Manager, Assistant City Manager, Public Works Director, ~~Operations Supervisor (for Public Works), Superintendent of Transportation,~~ Police Chief, and Fire Chief.

Exemptions. Any exemption to the residency requirement must be authorized in writing by the City Manager and approved through consensus of the City Council. Residency for any proposed candidate may be waived upon consensus of the City Council

An employee who fails to meet the residency requirement shall be terminated.

2.11 LICENSING AND PERMITTING

Various permits, licenses and certificates are required of employees by State and Federal agencies as a prerequisite to performing certain municipal tasks. It is the employee's responsibility to maintain permits, licenses and certificates. The City will confirm, on occasion, that all such licenses and certificates are in the possession of the applicable department or the employee before authorizing the employee to perform such regulated work. The City will not be held responsible for the expiration of any such item.

Costs for such permits, licenses and certificates may be paid by the City (except regular vehicular drivers' licenses), together with any specialized training required to achieve such permits, licenses, or certificates on approval of the department head or City Manager.

3. EMPLOYMENT STATUS and RECORDS

3.1 EMPLOYMENT CATEGORIES

It is the intent of the City to clarify the definitions of employment classifications so that employees understand their employment status and benefit eligibility. These classifications do not guarantee employment for any specified period of time.

DEFINITIONS OF CLASSIFICATIONS

Employees are designated as either Non-Exempt or Exempt from certain federal and state wage and hour laws. **Non-Exempt** employees are not exempt from minimum wage and overtime provisions and are paid for the actual number of hours they work. **Exempt employees** are exempt from specific provisions of state and federal wage and hour requirements, including minimum wage and overtime provisions. Exempt employees are paid annual salaries without regard to the number of hours worked.

DEFINITIONS OF CATEGORIES

Regular Full-Time: Employees who have successfully completed initial ~~Introductory~~ Probationary Period and are regularly scheduled to work 40 hours or more per week on a regular basis. Generally, regular full-time employees are eligible for City employee benefits, subject to the terms, conditions, and limitations of each benefit program.

Regular Part-time: Employees who have successfully completed their initial ~~Introductory~~ Probationary Period and are regularly scheduled to work less than 40 hours per week on a regular basis. Regular part-time employees receive all legally mandated benefits (such as Social Security and Workers' Compensation insurance), and may be eligible for other benefits as outlined in any applicable collective bargaining agreement or the benefit program itself.

Seasonal: Employees hired for a specific "not to exceed" period of time of less than one year, including school year employees. Seasonal employees' rates of pay may differ from regular employees in similar positions. Seasonal employees receive legally mandated benefits and may receive other benefits as stated in any applicable collective bargaining agreement or the benefit program itself.

Temporary: An employee whose employment with the City is of a limited duration, such as an interim replacement, to temporarily supplement the workforce, or to assist in the completion of a specific project. Employment beyond any initially stated period does not in any way imply a change in employment status. Temporary employees may be scheduled to work either a full-time or part-time schedule. Temporary employees are not eligible for any benefits offered by the City, other than legally mandated benefits.

Contractual: Contracted personnel are not employees of the City of Pekin, and therefore, not eligible to participate in the City's benefit programs.

- * NOTE: Occasionally, FULL-TIME employees may work less than their normal schedules, or PART-TIME employees may work more than their normal schedules. These variations do not change the status of the employee or the position.

3.2 ACCESS TO PERSONNEL FILES

The City maintains a ~~confidential~~ personnel file for each employee. The personnel file normally includes, but is not limited to, such information as the employee's job application, resume, records of training, documentation of performance evaluations, disciplinary records, pay history, and other records. Official personnel files are kept and maintained in the Human Resources Department. Personnel information kept by individual departments is limited to information needed for day-to-day operations.

Personnel files are the property of the City, and access to the information they contain is restricted, generally limited to the respective department head, the City Manager, and human resources personnel who have a legitimate reason to review information in the file.

Employees who wish to review their own personnel file should contact the Human Resources Office. Files will be reviewed in the Human Resources Office and in the presence of the Human Resources Director.

Employees may request copies of material contained within their own personnel file. The City reserves the right to charge a reasonable fee for copying the material in accordance with the Illinois Personnel Records Review Act.

3.3 EMPLOYMENT REFERENCE CHECKS

The City will respond only to those reference check inquiries that are submitted in writing. No employment data beyond dates of employment and eligibility for re-hire will be released without a written authorization and release form signed by the individual who is the subject of the inquiry.

3.4 PERSONNEL DATA CHANGES

It is the responsibility of each employee to promptly notify the Human Resources Department of any changes in personnel data. Personal mailing addresses, telephone numbers, citizenship, marital or civil union status, number and names of dependents, and individuals to be contacted in the event of an emergency must be accurate and current at all times. If any personnel data has changed, the employee must promptly advise the Human Resources Department of the new information.

3.5 EMPLOYMENT APPLICATIONS

The City relies upon the accuracy of information contained in the employment application, as well as the accuracy of other data presented throughout the hiring process and employment. Any misrepresentations, falsifications, or material omissions in any of this information or data may result in exclusion of the individual from further consideration for employment or, if the person has been hired, may result in disciplinary action, up to and including termination of employment.

3.6 INTRODUCTORY ~~PROBATIONARY~~ PERIOD

The initial ~~Introductory~~Probationary Period is intended to give new employees the opportunity to demonstrate their ability to achieve a satisfactory level of performance and to determine whether the new position meets their expectations. The City utilizes this period to evaluate employee capabilities, work habits, and overall performance. Either the employee or the City may end the employment relationship at will at any time during or after the ~~introductory~~Probationary Period.

All new and rehired employees, as well as current employees who transfer to a new position, work on an ~~introductory~~probationary basis for the first six (6) months after their date of hire or job change, or as outlined in their collective bargaining agreement. At the end of the six (6) month period, the responsible department head will make a recommendation to retain or terminate the employee; or to extend the ~~introductory~~Probationary Period. Extending the initial ~~Introductory~~Probationary Period will only be considered if there are strong indications that more time will bring the required improvement. There is no employee right to grieve or appeal a termination made in conjunction with the ~~introductory~~Probationary Period. The Human Resources Department shall be notified of action taken at the conclusion of the ~~introductory~~Probationary Period.

Upon satisfactory completion of the ~~introductory~~Probationary Period, employees enter the “regular” employment classification. Successful completion of the ~~Introductory~~Probationary Period does not change the “employment-at-will” status.

3.7 PERFORMANCE EVALUATION

Managers and employees are strongly encouraged to discuss job performance on an informal, day-to-day basis. A written performance evaluation ~~will~~ may be conducted for each employee near the end of, or shortly before, the completion of the ~~Introductory~~Probationary Period. Written evaluations ~~will~~ provide an assessment of the employee’s capabilities, work habits, and overall performance. Additional performance evaluations ~~are~~ may be periodically conducted to provide

both managers and employees the opportunity to discuss job tasks, identify and correct weaknesses, encourage and recognize strengths, and discuss positive, purposeful approaches for performance improvement. The City uses performance management software for evaluation and documentation purposes by recording events through ongoing observations, incidents, rewards and recognitions as well as record of discipline. The employee is to acknowledge the ~~review~~ performance management record by dating and signing the ~~evaluation form~~ record or recognizing the action if in electronic format. The ~~signature~~ employee recognition does not imply agreement with the evaluation/review, but only that it was completed and reviewed. If the employee is not in agreement with any part of the review, he/she may provide a written response to the ~~evaluation~~ record to be attached to the completed ~~written evaluation form~~ record. ~~A copy of the~~ The completed and ~~signed~~ executed ~~evaluation form~~ performance management record and any attachments are considered a part of the employee's personnel file.

NOTE: Contracted employees will receive performance evaluations in accordance with the terms of their contract.

~~All employees normally receive a written and associated verbal performance review at least annually. The employee is to acknowledge the review by dating and signing the evaluation form. The signature does not imply agreement with the evaluation, but only that it was completed and reviewed. If the employee is not in agreement with any part of the review, he/she may provide a written response to the evaluation to be attached to the completed written evaluation form.~~ The City Manager shall complete performance evaluations when the City Manager deems necessary. A copy of the completed and signed evaluation form and any attachments will be included in the employee's personnel file.

4. EMPLOYEE BENEFIT PROGRAMS

Note: Employees covered by collective bargaining agreements should refer to their specific contract language where appropriate. Contract language shall take precedence over statements found in the Manual.

4.1 BENEFITS IN GENERAL

The City recognizes the importance of providing a full range of benefits to its employees and takes pride in the benefits available to qualified employees. Everyone should share in the effort to use these benefits wisely and appropriately to help keep the costs in line so that we can maintain quality and affordable benefits.

These policies do not constitute a guarantee of plan coverage or benefits. Periodic changes to various benefits are necessary from time to time as contracts are renegotiated and business conditions dictate. Benefits are subject to change or termination at any time with or without advance notice. In the event there is a conflict between the language in these policies and the language in the benefit plan documents, the language in the plans documents shall prevail.

An updated schedule ~~is distributed~~ may be provided periodically outlining the current benefits for City employees.

4.2 INSURANCE BENEFITS

Full-time employees are eligible to participate in the City of Pekin health insurance programs the first day of the month following their date of hire or date they attain full-time status until the age of Medicare eligibility, unless otherwise stated in Illinois State Statutes or collective bargaining agreement.

~~A Summary Plan Document of the City of Pekin Employee Health Benefit Plan will be provided to all eligible employees. Along with other pertinent information, this document provides a summary of the plan options available, deductibles, co-insurance levels, out-of-pocket levels, major medical benefits, prescription drug program co-payments, life insurance benefits, and dental benefits.~~

Specific Plan coverages, benefits, and eligibility requirements are determined by and may be found in the ~~Summary Plan Document~~ summarized format. Benefit information provided in this Personnel Manual is only summary information and not binding or controlling.

The City of Pekin ~~also~~ conducts an Annual Open Enrollment. During this period, employees are given the opportunity to update their insurance information and elections for the new year. Full-time employees must attend the Annual Open Enrollment or complete the Open enrollment electronically within the time frame provided.

Employees and Retirees receiving insurance hereunder shall notify the Employer if they, their spouse, or dependent(s) is/are eligible for insurance through their spouse's employer, or through other available coverage. Employees or Retirees with such availability shall, at the earliest opportunity, but no later than the next open enrollment (Fall of 2018 for coverage beginning January 1, 2019), obtain insurance coverage for their spouse, as applicable, through such coverage and to the greatest extent possible.

4.3 CONTINUATION OF BENEFITS (COBRA)

The federal Consolidated Omnibus Reconciliation Act (COBRA) gives the employee and his/her qualified beneficiaries the opportunity to continue health insurance coverage under the employer's health plan when a "qualifying event" would normally result in the loss of eligibility. Some common qualifying events include termination of employment, death, certain leaves of absence, reduction in an employee's hours, divorce, legal separation, and a dependent child no longer meeting eligibility requirements.

A notification of health care continuation rights will be mailed to the employee at his or her last known address within the timeframe specified by law. If continued coverage is elected and the proper premium is paid and received within the designated time frame, there will be no break in coverage.

Employees should refer to the Continuation of Benefits (COBRA) section of the Plan document or the Summary Plan Description for a more thorough explanation of this subject. The information shown in this manual is only summary in nature.

IN ADDITION TO THOSE COBRA BENEFITS DESCRIBED OR REFERRED TO ABOVE, THE CITY HAS ADOPTED THE FOLLOWING:

- If an employee resigns or is terminated prior to retirement, the employee will only have the rights, if any, provided by federal and state law.
- If an employee retires under the retirement requirements of IMRF, Fire Pension or Police Pension, the employee and the employee's spouse may continue their health insurance at the employee's cost until the employee and spouse becomes eligible for Medicare.
- Employees should refer to their Summary Plan Description (SPD) for additional information regarding continuation of benefits when: an employee retires but dies before the employee becomes eligible for Medicare, if an employee who has successfully completed his or her ~~Introductory~~ Probationary Period becomes disabled, and continuation under other scenarios.

4.4 RETIREMENT PLAN

Illinois State law requires participation in the Illinois Municipal Retirement Fund (IMRF) by employees who work in an IMRF qualified position. An IMRF qualified position is one that is intended to be over 1,000 hours per year. Currently, as a member of IMRF making contributions toward a Regular IMRF pension, employees contribute 4.5% of their salary (3.75% for the employee's pension and 0.75% for a surviving spouse pension).

IMRF contributions are tax deferred; employees do not pay either federal or Illinois income tax on the money used to make your contributions. IMRF benefits include retirement benefits, disability benefits, and death benefits. The benefits and provisions of the IMRF are governed by Illinois law and the plan is administered by IMRF. An IMRF Benefit Booklet which summarizes these and other IMRF benefits and the requirements to be eligible for those benefits is available at www.imrf.org.

Illinois state law requires participation in the Police Pension Fund or Fire Pension Fund for those individuals who work as a fire fighter or sworn police officer. Employee contributions, through payroll deduction, are set by the Illinois Pension Code, and change periodically.

4.5 SECTION 125 FLEXIBLE SPENDING ACCOUNT

The City provides employees with the opportunity to participate in a Section 125 Flexible Spending Account (FSA). Section 125 refers to the section of the IRS Code that allows eligible employees to deduct pre-tax dollars for qualified expenses under the health plan and for child care.

4.6 ADDITIONAL VOLUNTARY BENEFITS

Employees may choose to purchase additional benefits on a voluntary basis. These currently include Long-Term Care, Cancer, additional life insurance, and a 457 Deferred Compensation plan. Other plans are available from time to time. It is each employee's responsibility to contact the insurance broker directly to discuss these coverages. ~~The City provides employees with the opportunity to participate in a Retirement Health Savings Account (RHSA). With the RHSA,~~

~~participating employees can pay for qualified out of pocket expenses (medical, dental, vision, etc.) on a pretax basis with deductions taken directly from the employee's paycheck.~~ All premiums (costs) are paid by the employee. Payroll deduction may be utilized on approved programs. Information about what is available and who to contact may be obtained from the Human Resources Department.

4.7 WELLNESS PROGRAMS

In addition to the Employee Assistance Program, employees are encouraged to participate in various other City-sponsored Wellness Programs and activities that are designed to maintain or improve employee health. The City sponsors programs from time to time to educate employees and encourage healthy behavior through participation in our annual health fair, smoking cessation, general athletic club membership, and other programs.

4.8 VACATION (ANNUAL LEAVE)

The City provides vacation benefits to eligible regular full-time employees for time away from work for rest, relaxation, or for personal needs. Vacations are accrued (earned) based on the employee's anniversary date, and are scheduled during the calendar year in the period in which they were earned.

In those years the employee progresses to a new level of benefit accrual (after completing 1, 5, 10 or 15 years of service), the additional week earned can be taken any time during the vacation year of the employee's anniversary date.

Vacation hours must normally be scheduled in advance with the approval of the department head. Approval is based on a number of factors, including the operating requirements of the department. Vacation hours will be paid based on the employee's base rate of pay at the time the vacation is taken.

Employees accrue vacation based on their anniversary date according to the following schedule unless otherwise designated in writing by the sole discretion of the City Manager (unless outlined differently in collective bargaining agreements):

1 Year of Completed Service	2 Weeks or 80 Hours
5 Years of Completed Service	3 Weeks or 120 Hours
10 Years of Completed Service	4 Weeks or 160 Hours
15 Years of Completed Service	5 Weeks or 200 Hours

New hires may request one week of their earned vacation hours after 6 months, with supervisor approval.

If an employee becomes ill while on vacation, he or she can use sick leave time instead of vacation if a statement from their doctor is provided to the department head.

Exempt employees ~~will~~may be reimbursed up to one week (40 hours) each year for unused vacation at a rate of one-half the value of the unused vacation and/or roll over up to one week of vacation to be used within 90 days of the following accrual year.

Eligible employees who change status (full-time to part-time or vice-versa) may retain the vacation they have already accrued, however, no vacation hours will accrue while the employee is classified in part-time or any status other than full-time unless their collective bargaining agreement or contract states the contrary. If the employee does not plan to return to covered-status, they may wish to be paid for their accrued vacation benefit. Employees who retire or whose employment otherwise terminates will be paid for all earned but unused vacation in accordance with Illinois law.

4.9 SICK PAY PLAN

The City provides regular full-time employees paid sick days to eligible employees who are temporarily absent due to their own illness or injury or the illness or injury of the employee's immediate family member. For the purpose of this policy, immediate family members consist of the employee's spouse, civil union partner, mother, father, brother, sister, mother-in-law, father-in-law, child (adopted, biological or step), maternal and paternal grandparents.

Eligible employees earn 1 sick day per month (12 days per year) up to a maximum accrual of 240 days (1920 hours). Employees covered by collective bargaining agreements should refer to the respective contract or written agreement language. Accumulated sick leave will not be paid when an employee changes from a benefit eligible classification status, or upon termination of employment.

Employees must notify their immediate supervisor of all sick leave absences, regardless of the expected length of the absence, before the scheduled start of their workday, if possible, or as soon as possible. Extenuating circumstances will be taken into consideration. Employees are to inform their supervisor of their impending absence, the best estimate of the expected length of the absence, and the reason for the absence. Employees must notify their supervisor for each additional day of absence under this policy.

Department heads may require a physician's certification of the need to take sick leave. Employees who are absent for three or more consecutive days ~~must~~may be required to provide a physician's certification to return to work. Return to work certification may also be requested for absences of less than three days. Failure to provide such certification may be the basis for denial of sick leave and the equivalent reduction in pay for the time absent from work when applicable.

Abuse of the sick leave policy in any manner including but not limited to: failure to take sick leave when needed, taking sick leave for purposes other than its intended use, and/or falsifying illness or injury shall be the basis for disciplinary action up to and including termination.

4.10 SICK PAY UPON RETIREMENT

Upon retirement, up to a maximum of 240 sick days (1,920 hours) ~~can~~may be used to pay for City of Pekin group health insurance premiums and/or to extend IMRF service credit for up to one (1)

year. ~~An~~ Employees hired prior to May 1, 2020 with an employee's sick time balance at retirement will be have sick time hours computed at their current hourly rate (unless otherwise noted in a contract or collective bargaining agreement) and placed in a City of Pekin account: for the sole and exclusive purpose of paying the retiree's portion of the City of Pekin health insurance premium contribution. Such account shall not bear interest and shall expire upon depletion of the sick leave value placed therein and shall be used exclusively for City of Pekin health insurance premiums. Employees hired after May 1, 2020 shall be allowed to use sick time benefits only for the extension of IMRF service time per regulations set forth by IMRF.

The value of this sick time computation can be used exclusively to pay for:

- (1) City of Pekin group health insurance premiums;
- (2) to extend IMRF service time for up to one year 120 sick days (960 hours) or according to IMRF regulations; or
- (3) any combination of these two options, as long as the total hours used does not exceed 240 days, or 1,920 hours for those hired prior to May 1, 2020.

Upon the death of a retired employee who was using his or her sick time monies to pay for health insurance, his or her spouse may use the balance of any sick time monies to pay for health insurance premiums until exhausted.

4.11 HOLIDAYS

The City provides non-exempt employees holiday pay upon hire. The City-recognized Holidays are:

- New Year's Day
- Martin Luther King Jr.'s Birthday
- ~~President's Day~~
- Memorial Day
- Independence Day
- Labor Day
- Veteran's Day
- Thanksgiving Day / Day after Thanksgiving
- Christmas Eve
- Christmas Day

Holidays falling on a Saturday are normally recognized on the Friday before, and holidays falling on a Sunday are normally recognized on the following Monday.

All non-exempt employees who must work on a designated holiday, or on the day the holiday is recognized, will receive double their normal rate of pay for any holiday hours worked, or as outlined in collective bargaining agreements. All non-exempt employees required to take off on the day a holiday is recognized, and for which they would otherwise normally be scheduled to work, will receive ~~regular pay (base pay)~~ for the holiday.

If a recognized holiday falls during an eligible employee's leave of absence from work or during a period of sick leave, the employee will be eligible for holiday pay. If the holiday falls during an

employee's approved vacation time, holiday pay will be paid. If an employee calls in sick the day before or the day after a recognized holiday without prior authorization from the supervisor or department, the employee will not be eligible for holiday pay unless otherwise required by law.

Exempt employees receive the same salary they would have received for the week had the holiday not occurred. This is the case regardless of whether or not they worked on a holiday.

4.12 OVERTIME

When operating requirements or other needs cannot be met during regular working hours, employees may be scheduled to work overtime. When possible, advance notification of these mandatory assignments will be provided. Overtime work must be authorized in advance by the employee's supervisor.

Overtime compensation will be paid to all Non-Exempt employees at one and one-half times the employee's regular hourly rate of pay for hours worked in excess of 40 in any workweek. Sick time will not be considered hours worked for the purpose of calculating overtime pay. Vacation time, personal days, and holidays shall be considered as hours worked for the purpose of computing overtime.

Employees who do not work scheduled overtime or who work overtime without prior approval are subject to discipline.

4.13 PERSONAL DAYS

The City of Pekin grants its regular full-time non-union employees ~~two~~three paid days each calendar year for personal time. These days require the prior approval of the supervisor or department head and may be taken to observe a religious holiday or to conduct personal business. Personal days are not cumulative from year to year and no compensation will be paid for unused time. Personal days may be taken in ~~half-day~~ increments if approved by the department head.

4.14 WORKERS COMPENSATION INSURANCE

The City carries and pays the full cost for workers compensation insurance for the benefit of employees who incur injury or illness arising out of and in the course of employment with the City, in accordance with applicable law.

Employees who sustain a work related injury or illness, no matter how minor, must *immediately* report it to ~~the Risk Manager and to the~~ employee's immediate supervisor if available, or to a supervisor on duty or the Risk Manager, at the time the injury happened. The supervisor is to be informed about how the injury happened, the nature of the injury, time of the incident, and if and where the employee is going for treatment.

When the illness or injury arises out of or in the course of the performance of the employee's duties, the employee is to be sent to the City Physician immediately, if it is not an emergency. In the case of an emergency, the employee should go, or be taken, to the nearest available clinic or hospital emergency room depending on the severity and/or time the action is taken. All employees involved in a work-related accident are required to undergo drug and alcohol testing immediately

after the accident without any deviation from the location of the accident to the designated physician's facility.

If the injury or illness is deemed compensable under the Illinois Workers' Compensation Act, the City will pay for necessary first aid, medical and surgical services thereafter, limited, however, to that which is reasonably required to cure or relieve the effects of the accident or injury, in accordance with applicable law.

Eligibility: This coverage is provided to all employees, and paid for by the City.

Neither the City, nor the insurance carrier, will be liable for the payment of workers' compensation benefits for injuries that occur during an employee's voluntary participation in any off-duty recreational, social, or athletic activity sponsored by the City.

4.15 BEREAVEMENT LEAVE

Each regular full-time Employees may be ~~grant~~allowed up to three (3) working days off with pay to make arrangements for and/or attend the funeral of a member of ~~his/her~~ the employee's immediate family, which shall include the employee's legal Immediate family includes spouse, civil union partner, ~~parent~~natural or adoptive child, father, mother, father-in-law, mother-in-law, brother, sister, brother-in-law, sister-in-law, grandparent, grandparent-in-law, grandchild, ~~brother-in-law, sister-in-law, daughter-in-law, son-in-law, mother-in-law, father-in-law, or legal guardian,~~ or any relative residing in the employees home. Step relatives with the same relationship as above shall also be included. In addition, days off without pay may be granted due to the death of any close friend or relative with the approval of the department head. Regular part-time employees shall be entitled to one (1) day off with pay, based on four (4) hours pay to attend a funeral as provided for all full-time employees. Bereavement leave used during a vacation period shall extend or credit the employee's vacation. Employees shall be entitled to two (2) paid weeks bereavement leave in the event of a child's death, subject to the terms and requirements of the Illinois Child Bereavement Leave Act.

4.16 EMPLOYEE ASSISTANCE PROGRAM (EAP)

The Employee Assistance Program (EAP) is a confidential service designed to help employees resolve personal and workplace problems that have the potential of affecting job performance and personal well-being. Any employee or member of their immediate family may contact the designated EAP counselors, on a confidential basis and at no cost to the employee for up to ~~six~~ three visits per year, to seek evaluation and help to deal with the employee's ~~personal problems including, but not limited to: marriage and family problems, excessive stress at work or home, alcohol, drug and other dependencies, financial issues, etc.~~ mental and emotional well-being. Contact the Human Resources Director or your ~~D~~department ~~H~~head for more information.

5. TIME KEEPING and PAYROLL

5.1 TIME KEEPING

Accurately recording time worked is the responsibility of every employee. Federal and state laws require the City to keep an accurate record of time worked in order to calculate employee pay and benefits. "Time worked" is all the time actually spent on the job performing assigned duties. Full-Time employees, regardless of exempt status, are expected to work 40 hours per week by either their presence or by using benefit hours to complete the 40 hours.

All employees, regardless of status, must accurately record each day's time on their time sheet. All other time is to be documented with an explanation on the time sheet. Employees are required to sign their time sheet if they do not electronically record the time themselves, and by signing, certify to the accuracy of the records submitted. All employees are to be given copies of their time sheet upon request. No employee may record or sign another employee's time record under any circumstances. Overtime work must always be approved by the immediate supervisor before it is performed.

~~Since worked hours are recorded to the nearest quarter hour, hourly employees should begin their workday no more than seven (7) minutes prior to their scheduled starting time or continue working more than seven (7) minutes after their scheduled stop time without expressed, prior authorization from their supervisor.~~

Altering, falsifying, tampering with time records, or recording time in a deceiving manner in order to receive pay inappropriately may result in disciplinary action including, but not limited to, termination of employment.

5.2 PAYROLL PERIODS

The pay period consists of fourteen (14) consecutive days beginning with the first shift on Sunday and ending with the last shift on the second Saturday. Starting and ending times of shifts may vary depending on the job assignment.

All employees are paid bi-weekly (every other week) and paychecks are normally distributed on the Friday following the end of the pay period. A designated employee from each department will be allowed to pick up paychecks for their department. The bi-weekly pay schedule is typically made up of twenty-six (26) pay periods per year. Changes will be made and announced in advance whenever the City's holidays or closings interfere with the normal pay schedule. The City offers the convenience of direct deposit. The employees are encouraged to participate in this benefit.

5.3 PAY CORRECTIONS

The City takes all reasonable steps to ensure that employees receive the correct amount of pay in each paycheck. The City prohibits improper deductions from employee paychecks. In the event ~~that~~ there is an error in the amount of pay (including any improper deduction) employees should promptly notify the ~~finance department~~ payroll coordinator so that corrections can be made as quickly as possible.

6. WORK CONDITIONS and HOURS

6.1 SAFETY

Overview

Safety is a top priority for the City and we are committed to maintaining a safe and healthful work environment for employees. To assist in providing a safe work environment, the City has established a workplace safety program. The City Safety Committee is comprised of representatives from various City departments. Goals of the safety committee include developing, implementing, monitoring, and evaluating safety and emergency procedures. ~~Safety Committee members hold 2 year staggered terms.~~ Its success depends on the alertness and personal commitment of all employees.

The City provides information to employees about workplace safety issues through regular internal communication channels. Employees also receive periodic workplace safety training. The training covers potential safety hazards and safe work practices and procedures to eliminate or minimize hazards.

Some of the best safety improvement ideas come from employees. Employees with ideas, concerns, or suggestions for improved safety in the workplace are encouraged to raise them with the City's Safety Committee or their department head. Reports of workplace safety issues may be made anonymously to Human Resources if the employee wishes. All reports can be made without fear of retaliation. The Safety Committee has in place a Safety Suggestion Program.

Each employee is expected to obey safety rules and to exercise caution in all work activities. Employees must use safety equipment whenever the job requires. Employees must immediately report any unsafe condition to the appropriate supervisor. Employees who violate safety standards, who cause hazardous or dangerous situations, or who fail to report or, where appropriate, remedy such situations, may be subject to disciplinary action, up to and including termination of employment.

Safety Policy

The City has a formal Safety Manual ~~which is attached to and a part of this Personnel~~ will be provided to all employees. It also recognizes individual departments have unique issues and safety needs and may have their own department-specific policies in place. Employees shall refer to and familiarize themselves with both the City Safety Manual and those policies put into place within their respective departments.

Your job may have additional safety guidelines which are established for your protection, and the protection of others. If so, you will be required to know and follow them carefully. The City provides personal protective equipment (PPE). Employees are expected to wear the appropriate PPE at all times. Any questions regarding safety guidelines should be directed to your supervisor, department head, or the City Manager.

Concealed Carry

Employees may not possess or use any weapon except for Illinois certified Peace Officers, at any time while on duty in the employment for the City of Pekin or in any City of Pekin owned, leased, or controlled building or vehicle, including anywhere that City business is conducted. This policy also applies to City of Pekin sponsored functions such as parties or picnics and other such events.

Regardless of whether an employee possesses a concealed carry weapon permit or is allowed by law to possess a weapon, weapons are prohibited in any City controlled building or vehicle or in any location in which the employee represents the City of Pekin for business purposes.

If otherwise permitted by law, employees who lawfully possesses a firearm may transport or store the firearm in a locked, privately owned motor vehicle in any City of Pekin parking lot or other designated parking area provided that the firearm is (1) locked in the trunk of the employee's vehicle, (2) kept in the glove compartment or closed console of the employee's locked vehicle, or (3) stored out of plain sight in the employee's locked vehicle.

Prohibited weapons include any form of weapon or explosive restricted under local, state or federal regulation including all firearms, illegal knives or other weapons covered by the law. Legal chemical dispensing devices such as pepper sprays that are sold commercially for personal protection are not covered by this policy. If you have a question about whether an item is covered by this policy, please call the Human Resources Office. You will be held responsible for making sure that any potentially covered item you possess is not prohibited by this policy. Only the Police Chief, or his designee, may authorize the carrying of or use of a weapon while serving in employment of the City of Pekin

Employees who violate this policy will be subject to disciplinary actions, up to and including employment termination.

6.2 INCLEMENT WEATHER and EMERGENCY CLOSINGS

All employees are expected to report to work during inclement weather conditions. However, if weather conditions are extreme and travel to work would present a safety concern, employees should contact their immediate supervisor. Depending on your job duties, or other circumstances, your supervisor may send a city vehicle to pick you up or give you the option of remaining at home. Employees choosing to remain at home will be paid for the day using benefit time, i.e. vacation, sick, personal, or comp time, if available and if the employee has no available benefit time, the employee shall not be paid for such leave.

On occasion, bad weather occurs during the day after you have arrived at work. Depending on your job duties, or other circumstances, and if approved by the City Manager, employees may be sent home with the option of using comp time, vacation, or personal time, if available, for remaining hours of the work day. Employees who choose to remain at work will be paid their normal rate of pay for that day.

6.2 (a) EMERGENCY CLOSINGS

In the event an emergency (such as power failure) disrupts City operations, City administration will make every effort to open City facilities and offices to the public and employees. In extreme cases, such circumstances may require a delay in opening a facility or the closing of a work facility. Critical City operations and services may be required to maintain a minimum level of staffing during adverse weather or emergency conditions when other employees are not required to report to work.

6.3 WORK SCHEDULES

Work schedules for employees may vary due to the needs of the City and each Department. Department heads will establish, subject to approval of the City Manager, the working schedule for employees within their department, unless otherwise outlined in a collective bargaining agreement.

Department H~~e~~ads shall have authority to vary the working hours for employees to meet operational needs of the department and, when possible and appropriate, meet employee needs, so long as it does not create overtime or other unnecessary expense, or unduly disrupt operations. Any change in a work schedule desired by an employee must be approved by his/her department head.

Staffing needs and operational demands may necessitate changes in starting and ending times, as well as variations in the total hours that may be scheduled each day and week. The standard work week, for all full-time employees, is forty (40) hours from the first shift on Sunday to the last shift on Saturday, as scheduled by the respective supervisors unless otherwise specified in writing. Some employees may be scheduled to work less than the standard forty hours. Salaried and management personnel shall spend the time necessary to properly perform their duties and responsibilities but shall work a minimum of forty (40) hours. Fire Department employee hours may be based on twenty-four (24) hour shifts.

6.4 EMPLOYEE MEETINGS and TRAINING

All employees, as a condition of employment, must attend scheduled orientation and training sessions as assigned.

Periodic employee meetings scheduled by management provide an opportunity to inform employees of the City policies, provide training, and to disseminate information. It also provides the employee an opportunity to express his or her views and make contributions for improvements.

All meetings and seminars will be classified as either optional or mandatory. Mandatory meetings are considered to be important to the employees as well as to the City, and are considered as hours worked for pay and overtime purposes. Failure to attend mandatory meetings will result in disciplinary actions similar to other violations of City policies. Optional meetings are highly encouraged, but no disciplinary action will be taken as a result of not attending.

6.5 CONFERENCE AND MEETING EXPENSES

The City Manager or Department Head s may approve travel to conferences and meetings for persons in their departments to represent the City and are responsible to approve all such related expenses in accordance with departmental budgets and established policy and procedure. The City of Pekin will regulate the reimbursement of all travel, meal and lodging expenses to its employees per Public Act 99-0604, Local Government Travel Expense Control Act.

The City will only pay out of town expenses as defined in this policy for those conferences and meetings that are determined to be advantageous to the conduct of City business and according to the Local Government Travel Expense Control Act and Internal Revenue Service regulations and policies. Employees are encouraged to travel together when more than one individual is attending the same event in order to reduce costs.

Transportation: It is expected that the shortest and most direct route and the least expensive method of transportation will be used. City owned vehicles shall be used whenever possible and is the preferred form of transportation. If private vehicle is used for travel, the transportation allowance shall be at the current allowable Internal Revenue Service rate and based upon the trip originating and ending at City Hall, plus tolls and parking. Prior to the date of travel by use of a privately owned vehicle, the employee must provide proof of a valid driver's license issued by the State of Illinois and automobile insurance coverage in an amount not less than that required by the Illinois Vehicle Code to the Human Resources office. If air or train travel is selected, it will be at coach-class fare. The City will pay the cost of round trip ~~air~~-fare, the cost of employee travel to and from the employee's home and the ~~air~~-terminal, the cost of employee parking at the ~~air~~ terminal, and the cost of transportation to and from the point of arrival/departure and the conference/meeting center. ~~If private vehicle is used for travel, the transportation allowance shall be at the current allowable Internal Revenue Service rate.~~ If a city-owned vehicle is used, there will be no allowance except for out-of-pocket operating expenses, such as re-fueling while on the trip. When feasible, employees are expected to car pool on out-of-town travel. A City vehicle shall be used for local travel when at all possible.

Lodging: The City will pay for conference and meeting-related out-of-town lodging. Employees are expected to stay at the conference center hotel/motel, any hotels/motels affiliated with the conference, or at a hotel/motel with rates not in excess of the conference hotel/motel. ~~Whenever appropriate, employees are encouraged to share rooms in order to save on travel expenses.~~

When the event is more than 120 miles from the City of Pekin, the City will pay for lodging on the evening before a conference only when the conference is scheduled to begin before noon the following day. Similarly, the City will pay for lodging on the evening of a conference when the conference ends after 5:00 p.m. when the event is more than 120 miles from the City of Pekin.

Meals and Incidental Expenses: Per Diem Basis – The City will reimburse employees for meals based on United States General Services Administration per the M & IE Breakdown chart. For travel out of state, the maximum daily meal reimbursement will be determined by the City Manager/Finance Director or the current IRS Per Diem Rate. Under the per diem basis, no receipts are necessary to turn in.

~~Reimbursement shall be made for the reasonable cost of meals and incidental expenses. The City shall establish from time to time the maximum allowance per day for meals and incidental expenses in accordance with IRS specifications. Meal reimbursements will only be made for meals~~

during regular business hours and when the employee is 50 miles away from his or her normal work location. Employees are expected to use discretion in meal reimbursement. In general, breakfast is only reimbursable if the employee's travel time necessarily begins before 7:00am.; lunch is only reimbursable if the employee is necessarily travelling during normal lunch hours. Dinner is only reimbursable if the employee's actual departure time to the event is before 5:00pm or the employee's return time is after 6:30 pm. In other words, if the employee has a reasonable opportunity to eat breakfast before travel begins, breakfast is not reimbursable.

Reimbursements will only be made for actual expenses incurred and with complete receipts attached to the reimbursement form. Any expense reimbursement over \$2,000 must be approved by the City Council prior to the reimbursement on the next available accounts payable run. Incidental expenses shall be defined as local taxi fares for transport to and from meeting, business telephone calls, local parking, tolls, and tips. Tipping shall not exceed 20%. Car rental expenses related to meeting or business purposes may be approved if unusual situations so require such rental.

Advances for travel expenses may be provided to an employee by submitting a travel, meal and expenses reimbursement form to the department head for approval and upon final approval by the finance department and the supervisor and will be paid on a regular accounts payable run.

Conference Expenses: The City will pay for all necessary conference fees, registration, and materials charges, in accordance with IRS limits.

Procedures: Travel, lodging, and registration arrangements must be made as far in advance as possible, and at least two weeks in advance, to allow for securing the lowest rates and obtaining the required approval from the Department Head or City Manager. No travel expenses shall be reimbursed without receipts. Certain situations may require prior approval of the City Manager. Employees must submit a completed expense form with receipts within 14 days of the employees return.

Travel advances and per diem checks may be made on the regular bill runs, by approval of the responsible Department Head, to cover estimated expenses of the travel; reconciliation of the advance with the actual expense receipts shall take place as soon as possible, but no later than within 30 days after the travel is completed, by submittal to the Department Head and the Finance Department for the accounting of actual travel expenses; including receipts for all expenses. If an employee has received cash in advance, and total expenses are less than the amount of the advance, a check in the amount of the difference must be submitted to the Finance Department within 10 business days of return from trip.

6.6 CORPORATE CARD PROGRAM

The purpose of the City's Corporate (Credit) Card Program is to establish a more efficient, cost-effective method of purchasing and paying for small dollar transactions. The program is designed, in part, ~~to replace department purchase orders to~~ improve efficiencies when making purchases, and eliminate the use of petty cash fund reimbursements for small dollar purchases including office supplies, subscriptions, computer software and accessories, certain maintenance and repair materials, and other petty cash type items.

Cardholder Use Only – The Corporate Card may be used only by the employee to whom the card has been issued or employees who have been authorized to do so. The cardholder is responsible and accountable for all transactions that occur on his or her card. The cardholder may be held personally responsible for unauthorized or inappropriate charges.

City Purchases Only – The Corporate Card is to be used for City-authorized purchases only. The Corporate Card cannot be used for any personal use and any such use will require immediate reimbursement and should only be the result of an extreme emergency and improper use will result in disciplinary action that may include termination of employment. ~~When~~If unauthorized purchases are inadvertently included ~~on approved out-of-town travel expenses~~, the employee must immediately reimburse the City and provide a written explanation.

Spending Limits – The person using the card must attain his or her supervisor's approval for the purpose and estimated amount of purchase prior to use. Card spending limits will be set by the Finance Department.

Prohibited Uses of Corporate Cards – The following types of items may **not** be purchased with a Corporate Card, regardless of the dollar amount:

- Cash advances.
- Telephone charges; except during travel, to be included in lodging charges.
- Any additional goods or services specifically restricted by the departments.
- Personal items.
- Unauthorized entertainment expenses.

Cardholders must review detailed Finance Department Corporate Card policies and procedures and sign the Cardholder Agreement form prior to receiving a Corporate Card. Any rebates or benefits associated with purchases are the property of the City of Pekin and may not be used for personal benefit.

6.7 MEAL AND BREAK PERIODS

Meal periods of not less than twenty (20) minutes duration are provided to all employees working a shift of at least seven (7) hours. ~~D~~department ~~H~~head s will schedule meal periods to accommodate operating requirements. Break periods not to exceed fifteen (15) minutes per four hours worked may be scheduled or approved by department heads if needed and not disruptive to operations. Break times cannot be combined, and cannot be used for reporting late or leaving work early. Employees are expected to eat in the breakroom or other designated location rather than at their work location.

6.8 COMPENSATORY TIME OFF (COMP TIME)

Compensatory time for employees covered under collective bargaining agreements is governed by and described within the applicable agreements. However, the City provides compensatory time to non-exempt, non-union employees. When an employee who is eligible for compensatory time under this policy works in excess of 40 hours in a workweek, the employee is eligible to be paid at the rate of one and one-half times their regular hourly rate of pay or for compensatory time off at a rate of one and one-half hours for each hour of overtime.

Regular full-time non-exempt, non-union employees may accrue up to ~~forty (40) hours at time and one-half (60 hours total)~~. Each individual employee is responsible for maintaining written accrual and utilization records on their time sheet in accordance with the terms of this policy.

Employees may use accrued compensatory time within a reasonable period after making the request as long as the absence does not unduly disrupt the operations of the department. ~~It is anticipated by the City that compensatory time will be used for personal commitments, rest and recuperation after particularly heavy work loads or allow for additional time in conjunction with scheduled vacation time.~~ It is expected that employees will make all efforts to avoid ~~not to be used~~ing it on Mondays and Fridays to extend the weekend or immediately before or after a holiday without department head or City Manager's prior approval. Factors that will be considered include staffing and operational demands.

Non-union employees will not be compensated, either during or upon separation of employment from the City, for any accumulated but unused compensatory time. Exempt employees are not eligible for compensatory time.

7.0 UNPAID LEAVES OF ABSENCE

7.1 PERSONAL LEAVE OF ABSENCE

The City will consider requests for personal leaves of absence from regular full-time and regular part-time employees who have at least twelve (12) months of continuous service. The City provides personal leave of absence in certain circumstances not covered by FMLA or other City leave policy. Requests are granted based on the nature of the request and the service needs of the City. Leaves of absence under this policy are unpaid.

Eligible employees may request a leave of absence for a period of up to twelve (12) weeks. Employees must submit a request for a leave of absence at least 30 days in advance, whenever the need for leave is foreseeable. If the need for leave is not foreseeable, employees must request leave as soon in advance as practicable.

Personal leave itself is unpaid. However, City policy requires employees to first use their available paid time off (vacation, sick leave, compensation time, etc., as applicable) during the FMLA leave period. When an employee has taken all available accrued paid leave, any additional leave under this policy will be unpaid. Paid sick leave is not available under circumstances in which the employee is not otherwise eligible for such leave.

Employees on leave of absence under this policy are prohibited from engaging in outside or supplemental employment.

Benefit accruals, such as vacation and sick time, will be suspended during any unpaid portion of leave under this policy and will resume upon return to active employment.

So that an employee's return to work can be properly scheduled, an employee on leave must, whenever possible, provide his or her supervisor with at least two weeks advance notice of the date he or she intends to return to work.

When a leave ends, the employee will normally be reinstated to the same position, if it is available, or to a similar position for which the employee is qualified. However, approval of leave does not guarantee reinstatement in all cases. If another position is not found for the employee within thirty (30) days from the date the leave expires, the employee's employment will be terminated. If an employee fails to report to work promptly at the end of the approved leave, the employee is considered to have voluntarily resigned unless otherwise protected by applicable law.

Please note that the eligibility and other requirements and limitations do not apply to an employee's request for reasonable accommodation under the ADA. Employees in need of leave as reasonable accommodation under the ADA for a medical condition may make such a request regardless of their length of service, employment category, or other requirement of this policy. See Reasonable Accommodation policy.

7.2 MILITARY LEAVE

A military leave of absence will be granted to employees who are absent from work because of service in the U.S. uniformed services in accordance with the Uniformed Services Employment and Reemployment Rights Act (USERRA) and applicable state law. Advance notice of military service is required, unless military necessity prevents such notice or it is otherwise impossible or unreasonable. Employees on military leave must apply for reinstatement in accordance with USERRA and all applicable state laws.

Differential pay may be granted for military leave ~~greater than two weeks~~ in accordance with state and federal law. When military leave does not qualify for pay. Employees may use their available vacation, personal, or compensatory time while absent for service under this policy.

7.3 EDUCATIONAL LEAVE & FINANCIAL ASSISTANCE

The City encourages employees to continue their education and professional development whenever possible. Employees should take advantage of worthwhile educational opportunities to help improve job performance in their current positions. Employees may request leave and financial assistance for courses of study that the City determines are directly related to the employee's present job or that will enhance the employee's potential for advancement to a position within the City and to which the employee has a reasonable expectation of advancing. Factors the City will consider in approving courses include the nature and purpose of the course of study, the benefits of the course to the employee and the City, the employee's current position and length of service, and cost.

Employees may request a leave of absence without pay for educational purposes for up to 12 months duration when absence from work is needed to attend classes at a junior college, college, or trade school. All educational leave requests must be approved in advance according to the City's Tuition Reimbursement policy and by recommendation by the department head and approval by the City Manager. The Human Resources Director should be contacted regarding how

seniority, health insurance, vacation, and other benefits are affected during and after the leave of absence.

All employees seeking reimbursement *must be pre-approved* under the Tuition Reimbursement Policy. The Tuition Reimbursement Policy is available through the Human Resources Department. Approved employees are eligible for reimbursement according to the Tuition Reimbursement Policy available in the Human Resources Department. The maximum reimbursement for tuition is limited to the current tuition rate per hour for courses at University of Illinois-Springfield. Tuition reimbursements will be made through the payroll process and be taxed according to IRS regulations.

Department heads or the City Manager may approve time off for employees to attend approved classes, workshops or seminars to improve job performance or prepare for advancement or promotion opportunities. Time off for these purposes can be with or without pay depending on the program content, and fees may be reimbursed depending on the availability of budgeted dollars.

While educational leave and ~~financial assistance~~ tuition reimbursement are expected to enhance an employees' performance and professional abilities, the City cannot guarantee that participation in formal education will entitle the employee to automatic advancement, a different job assignment, or pay increase.

7.4 FAMILY AND MEDICAL LEAVE

Eligible employees may take up to 12 workweeks of unpaid FMLA leave in a consecutive 12-month period (rolling year) for specified family and medical reasons. Employees may take up to 26 weeks of military caregiver leave to care for a covered servicemember with a serious injury or illness, in accordance with FMLA.

Eligibility

Employees are eligible if they have worked for a covered employer for at least 12 months, has worked 1,250 hours over the previous 12 months, and is employed at a worksite with at least 50 employees within 75 miles of that worksite.

Conditions Triggering Leave

Eligible employees may take 12-weeks unpaid FMLA leave during the leave year for one or more of the following reasons:

- For incapacity due to pregnancy, prenatal medical care, or child birth;
- To care for the employee's child after birth, or placement for adoption or foster care (leave must be taken during the 12-month period following the birth or placement, and must be taken in a single consecutive period and may not be taken intermittently or on a reduced schedule);
- To care for the employee's spouse, son or daughter, or parent of the employee, who has a serious health condition; or

- For a serious health condition that makes the employee unable to perform the employee's job; or
- Any qualifying exigency, or condition allowed by FMLA regulations.

Federal law specifies employee eligibility for leave and provides certain limitations and conditions. Spouses who both work for the City may only take a combined total of twelve (12) weeks for the birth or placement of a child. However, each employee may use the remainder of his/her individual FMLA leave for other allowable reasons.

Definition of Serious Health Condition

For the purposes of this policy, a serious health condition is an illness, injury, impairment, or physical or mental condition that involves either an overnight stay in a medical care facility, or continuing treatment by a health care provider for a condition that either prevents the employee from performing the functions of the employee's job, or prevents the qualified family member from participating in school or other daily activities.

Subject to certain conditions, the continuing treatment requirement may be met by a period of incapacity of more than 3 consecutive calendar days combined with at least two visits to a health care provider or one visit and a regimen of continuing treatment, or incapacity due to pregnancy, or incapacity due to a chronic condition. Other conditions may meet the definition of continuing treatment.

Military Family Leave

Qualifying Exigency Leave Eligible employees may take up to 12 weeks of FMLA leave for certain qualifying exigencies arising out of the fact that a spouse, son, daughter, or parent of the employee is on covered active duty or call to active duty status. Qualifying exigencies may include short-notice deployment (up to 7 days of leave); attending certain military events; arranging for alternative childcare; addressing certain financial and legal arrangements; periods of rest and recuperation for the servicemember (up to 5 days of leave); attending certain counseling sessions; attending post-deployment activities (available for up to 90 days after the termination of the covered servicemember's covered active duty status; and, other activities arising out of the servicemember's covered active duty or call to active duty and agreed upon by the City and the employee.

Leave to Care for a Covered Servicemember FMLA also includes a special leave entitlement that permits eligible employees to take up to 26 weeks of leave to care for a covered servicemember during a single 12-month period. A covered servicemember is a member of the Armed Forces, including a member of the National Guard or Reserves, who has a serious injury or illness incurred in the line of duty on active duty that may render the servicemember medically unfit to perform his or her duties for which the servicemember is undergoing medical treatment, recuperation, or therapy; or is in outpatient status; or is on the temporary disability retired list. A covered service member is also a veteran who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness or who was a member of the Armed Forces (including the National Guard or reserves) at any time during the period of 5 years preceding the date on which the veteran undergoes that medical treatment, recuperation or therapy.

For leave under this section, a "serious injury or illness" is defined as:

(1) For a member of the Armed Forces (including a member of the National Guard or Reserves), an injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces (or that existed before the beginning of the member's active duty and was aggravated by service in line of duty on active duty in the Armed Forces) and that may render the member medically unfit to perform the duties of the member's office, grade, rank, or rating; or

(2) For a veteran who was a covered servicemember of the Armed Forces (including a member of the National Guard or Reserves), an injury or illness that was incurred by the member in line of duty on active duty in the Armed Forces (or that existed before the beginning of the member's active duty and was aggravated by service in line of duty on active duty in the Armed Forces) and that manifested itself before or after the member became a veteran.

Spouses who both work for the City may only take a combined total of 26 weeks in a single 12-month period to care for a covered servicemember.

Calculation of FMLA Leave

Eligible employees may receive up to 12 workweeks of unpaid leave during any "rolling" 12-month period, measured backward from the date of any FMLA leave. FMLA leave for the birth or placement of a child for adoption or foster care must be concluded within 12 months of the birth or placement of the child.

Intermittent Leave

Eligible employees may take FMLA intermittently or on a reduced hour basis when medically necessary for the employee's own or immediate family member's serious health condition. Leave due to qualifying exigencies and to care for a covered servicemember with a serious illness or injury may also be taken on an intermittent basis. Intermittent leave is not permitted for birth of a child, to care for a newly born child, or for placement of a child for adoption or foster care.

Where an employee requests intermittent leave or leave on a reduced hours basis due to an immediate family member's or the employee's own serious health condition, the City has the option, in its sole discretion, to require the employee to transfer to a temporary alternative job (with equivalent pay and benefits) for which the employee is qualified and which better accommodates the intermittent leave or reduced hours leave than the employee's regular job.

Employees must make reasonable efforts to schedule leave for planned medical treatment so as not to unduly disrupt the City's operations.

Use of Accrued Paid Leave

FMLA leave itself is unpaid. However, City policy requires employees to ~~first~~ use their available paid time off (vacation, sick leave, etc., as applicable) concurrently during the FMLA leave period. When an employee has taken all available accrued paid leave, any additional leave under this policy will be unpaid. Paid sick leave is not available under circumstances in which the employee is not otherwise eligible for such leave.

Outside Employment

Employees on leave of absence under this policy are prohibited from engaging in outside or supplemental employment.

Requesting Leave

To request FMLA leave, employees must complete a Request for Leave form and submit it to the Human Resources Director.

Notification by Employee

When the need for leave is foreseeable (such as the birth or placement of a child and certain medical treatments), the employee must notify the City at least 30 days in advance of the requested leave. When 30 days' notice is not possible, the employee must give notice as soon as practicable (usually within 1 or 2 business days of learning of the need for leave). Failure to provide timely notification may result in delay or denial of leave.

Employees must provide sufficient information for the employer to determine if the leave may qualify for FMLA protection and the anticipated date when the leave would start and the duration of the leave. Sufficient information may include that the employee is unable to perform job functions, the family member is unable to perform daily activities, the need for hospitalization or continuing treatment by a health care provider, or circumstances supporting the need for military family leave. Calling in "sick" is generally not sufficient. Employees also must inform the City if the requested leave is for a reason for which FMLA leave was previously taken or certified.

Certification

If the employee is requesting leave due to the employee's own or a covered family member's serious health condition, employees are required to provide a certification and periodic recertification from a health care provider supporting the need for leave. The employee must provide a copy of the certification in a timely manner (fifteen calendar days after leave is requested). All appropriate information must be provided on the certification. Under certain circumstances, the City may require second or third medical opinions and periodic recertifications. Failure to comply with these requirements may result in delay or denial of leave. Employees may be required to provide a fitness-for-duty certification before returning to work.

Benefits

Employees taking leave under this policy who participate in the City's group health plan may continue coverage under the plan on the same terms as if they had continued work, with the City paying its portion of the premiums and the employee paying his or her portion. If paid leave is substituted for unpaid leave, the City will deduct the employee's portion of the group health insurance premiums through payroll deduction. If leave is unpaid, employees must pay his or her portion to the City prior to the first day of each month. If the employee's share of the premium payment is more than 30 days late, loss of coverage may result.

If an employee fails to return to work from FMLA leave, the City reserves the right to recover reimbursement for the employer-paid portion of benefits coverage, unless the employee fails to return due to the continuation, recurrence, or onset of a serious health condition or circumstances beyond his or her control.

Return to Work

Upon returning from FMLA leave, most employees must be restored to their original position or to an equivalent position with equivalent pay, benefits, and other employment terms. Job restoration may be denied if the employee qualifies as a “key employee” (generally the highest paid 10% of the City’s workforce) and restoration would cause substantial and grievous economic injury to the City.

Questions

Questions about this policy should be directed to the Human Resources Director.

Limited Nature of This Policy

This policy is intended to provide only those leave benefits and protection required by the Family and Medical Leave Act and any applicable law.

7.5 VOTING

The City encourages employees to fulfill their civic responsibilities by participating in elections. Generally, employees are able to find time to vote either before or after their regular work schedule. If an employee’s work hours begin less than two hours after the opening of the polls and end less than two hours before the closing of the polls, the City will grant up to 1 hour paid time off to vote. Employees must request time off under this policy before the election day. Employee will be required to provide their receipt from the polling place. The City may schedule the hours during which the employee takes time off to vote under this policy.

7.6 VESSA LEAVE

The Illinois Victims’ Economic Security and Safety Act (VESSA) provides that an employee who is a victim of domestic or sexual violence may take up to a total of 12 workweeks of leave during any 12-month period to address the sexual or domestic violence. Reasons for leave under this policy can include seeking medical care, counseling, victim services, safety planning, and legal assistance. Employees must provide at least 48 hours’ notice of the need for leave under this policy, unless providing such notice is not practicable. Employees may be required to provide certification that the leave is for one of the purposes covered under VESSA. Employees who have any questions about VESSA leave should contact the Employee Benefits Coordinator.

7.7 SCHOOL VISITATION LEAVE

The City provides eligible employees who have exhausted all paid time off (except sick and disability) unpaid time off to attend school conferences and activities of their child. Under this

policy, “child” includes biological, adopted, foster, stepchild of the employee, and/or legal wards of the employee.

To be eligible for leave under this policy, employees must have been employed by the City at least 6 months working at least half time. Employees must provide at least 7 days advance notice of the need for leave under this policy whenever possible. Employees must provide at least 24 hours’ notice in an emergency situation.

Employees may request up to 8 hours leave per school year under this policy. However, no more than 4 hours of school visitation leave may be taken in any one day. Upon return from the leave, employees must provide documentation to the Employee Benefits Coordinator or Department Head from the school verifying the date and time of the visit. Contact the Employee Benefits Coordinator for more information or questions about and requests for parental leave for school visits.

7.8 Administrative Leave

In the interest, protection, or security of an employee of the City, or if the employee’s presence on the job is judged to be detrimental to the operation, the Department director and the Human Resources Director may place the employee on administrative leave with pay for up to ten (10) working days. Any other circumstance requiring the use of administrative leave must be authorized by the Human Resources Director and the City Manager. If the situation is not resolved during those ten (10) days, the employee must be placed on vacation, sick, personal leave or leave without pay.

8. EMPLOYEE PERFORMANCE AND BEHAVIOR

8.1 EMPLOYEE CONDUCT AND WORK RULES

To ensure orderly operations and provide the best possible work environment, employees are expected to follow certain rules of conduct that will help protect the interests and safety of all employees and the City. While it is impossible to list every rule of conduct, the following are some examples. Violations of City work rules include, but are not limited to:

- Negligence or improper conduct leading to damage of property
- Theft or inappropriate removal or possession of property
- Falsification of records or statements, or deliberately using any type of misleading, inaccurate, or falsified records or statements (including employment application)
- Working under the influence of alcohol or illegal drugs
- Boisterous or disruptive activity
- Possession, distribution, sale, transfer, or use of alcohol, illegal drugs in the workplace, while on duty, or while operating City-owned vehicles
- Possession of dangerous or unauthorized materials, such as explosives or firearms, in the workplace
- Insubordination (including disobeying supervisor’s instructions and disrespectful conduct)
- Inappropriate attire

- Violation of safety or health rules
- Smoking in prohibited areas
- Felony conviction
- Sexual and any other unlawful or unwelcome harassment
- Profanity
- Excessive tardiness, absenteeism, or any absence without notice
- Inappropriate use of telephones, mail system, electronic communications, computers, or any equipment
- Violence or threat of violence, bullying, intimidation, or any disorderly conduct
- Gambling
- Unsatisfactory performance or conduct
- Failure to obtain approval for overtime
- Improper use of Leave Time or other benefits
- Unauthorized disclosure of confidential information
- Unauthorized solicitation and/or distribution during work hours
- Failure to follow any other City rule or policy

Employees who engage in unacceptable or inappropriate behavior are subject to discipline, up to and including termination of employment. Discipline can include verbal warning, written warning, suspension with or without pay, and termination of employment. The City retains the right to use progressive discipline or not, as it deems appropriate in each instance.

8.2 USE OF CITY PROPERTY AND EQUIPMENT

Employees are responsible for all City property and equipment issued to them or in their possession or control. When using City equipment and property, employees are expected to use care and follow all operating instructions, safety standards, and guidelines. Employees must immediately notify their supervisor if any equipment, machines, tools, or vehicles appear to be damaged, defective, or in need of repair. Prompt reporting of damage, defects, and the need for repairs could prevent deterioration of equipment and possible injury to employees or others. All employees must report to their immediate supervisor the loss of any City property/equipment that has been furnished to the individual.

City property may not be removed or used for personal use unless authorized by the City. Employees must return all City property immediately upon request or upon termination of employment. The improper, careless, negligent, destructive, or unsafe use or operation of City equipment can result in disciplinary action, up to and including termination of employment.

8.3 CITY VEHICLES AND DRIVING ON CITY BUSINESS

Any employee who drives a City vehicle is expected to treat it with care. Any employee who abuses a City vehicle through lack of care or unsafe or distracted driving will be subject to disciplinary action up to and including termination. In the event of an accident involving a City vehicle or while on City business, the employee must report all information immediately to their supervisor or, in their absence, the Risk Manager.

When driving a City vehicle or personal vehicle on City business, employees are prohibited from using cell phones and any other electronic equipment, unless specifically allowed by law. Employees should safely pull off the road and come to a complete stop before dialing, talking, texting, or using any electronic equipment. Distracted driving is considered a serious offense and employees must be aware of their surroundings and their concentration levels at all times.

City vehicles are intended to be driven by the assigned employee or agent only of the City. Operators of City vehicles and anyone driving on City business must comply with all applicable motor vehicle laws and regulations, including laws governing cell phone use and use of electronic communications and equipment, and drivers must possess a valid driver's license. There shall be no unauthorized drivers or passengers in City vehicles.

All drivers and passengers in City vehicles are required to wear safety belts according to state law. City vehicles may not be driven for private use unless specific arrangements have been made in advance. Alcohol, cannabis, illegal drugs or chemicals are not allowed in a City vehicle at any time and no driver who has been drinking alcohol or is under the influence of alcohol, drugs, or other chemicals is allowed to drive a City vehicle. There is no smoking in City vehicles.

The improper, careless, negligent, or unsafe operation of City vehicles, as well as excessive or avoidable traffic and parking violations, loss of license and any other violation of this policy can result in disciplinary action, up to and including termination of employment.

Employees shall immediately report, in writing, all damage to the City vehicles and equipment, and file such reports which contain all known facts surrounding the cause and nature of the damage.

Employees should be aware that City vehicles may have GPS tracking devices, Automatic Vehicle Locators (AVL), and/or cameras recording driver and passenger activity. Tampering with AVL, GPS, cameras or other recording devices is grounds for dismissal.

8.4 WORKPLACE VIOLENCE PREVENTION

The City is committed to preventing workplace violence and maintaining a safe work environment. All employees and public should be treated with courtesy and respect at all times. Employees are expected to refrain from fighting, "horseplay" or other conduct that may be dangerous to others. Firearms, weapons, and other dangerous or hazardous devices or substances are prohibited from City premises without proper authorization.

Conduct that threatens, intimidates, or coerces another employee, or member of the public will not be tolerated. All threats of (or actual) violence, both direct and indirect, must be reported as soon as possible to your immediate supervisor or any other member of management. This includes threats by employees, as well as threats by customers, vendors, solicitors, or other members of the public during their course of business with the City of Pekin. When reporting a threat of violence, employees should be as specific and detailed as possible. All suspicious individuals or activities should also be reported as soon as possible to a supervisor. Do not place yourself in peril.

The City's goal is to have quality employees that portray and embody professionalism throughout the workday. Bullying will not be tolerated. The City also prohibits acts, omissions,

or both, that a reasonable person would find abusive, based on the severity, nature and frequency of the conduct, including, but is not limited to: repeated verbal abuse such as the use of derogatory remarks, insults, and epithets; verbal, non-verbal, or physical conduct of a threatening, intimidating, or humiliating nature; or the sabotage or undermining of an employee's work performance. It shall be considered an aggravating factor if the conduct exploits an employee's known psychological or physical illness or disability. A single act may not constitute abusive conduct, but an especially severe and egregious act may meet this standard.

The City will promptly investigate all reports of threats of (or actual) violence and of suspicious individuals or activities. In order to maintain workplace safety and the integrity of its investigation, the City may suspend employees, either with or without pay, pending investigation.

8.5 DISCIPLINARY POLICY AND PROCEDURES

POLICY:

VIOLATION OF THE CITY'S RULES OF CONDUCT, OR OF ANY OF THE POLICIES LISTED IN THIS MANUAL, MAY RESULT IN DISCIPLINARY ACTION, UP TO AND INCLUDING IMMEDIATE DISMISSAL, BASED UPON THE SEVERITY OF THE VIOLATION AND/OR OFFENSE AT ISSUE.

Supervisors are to provide direction and counseling about performance and conduct on the job routinely in the course of everyday conversation. The purpose of ~~the Constructive Criticism meetings~~ counseling and recording of counseling and disciplinary events through the performance management system, including constructive criticism process is to provide a way for the employee and his or her supervisor to solve problems in a positive, constructive manner. However, should an employee's performance or conduct require extra discussion, the supervisor will arrange a private meeting with the employee to assure the employee is aware of the problem or issue, is trained and knows what is expected, no obstacles prevent the employee from doing what is expected, the employee has received adequate feedback of how his/her performance or conduct compares to expectations, and is aware of the consequences of non-compliance.

PROCEDURE:

1. The first step to be taken when an employee's conduct or ability to perform assigned duties has not been satisfactory should be in person meeting and counseling session with the immediate supervisor. Such meeting/counseling session should be recorded in the performance management records. This step is not considered a written reprimand but is only recorded for purposes of memorializing the discussion.
2. ~~4-~~When the conduct or ability of an employee is such that duties are not being performed satisfactorily or the supervisor's expectations are not being met, and satisfactory improvement has not resulted from ~~Constructive Criticism meetings~~ 1: the supervisor shall record in detail the employee's job performance issues on a Disciplinary Action Form as a verbal warning. The supervisor shall specifically state the unsatisfactory performance and the recommended action to be taken. A copy of any written disciplinary report shall be given to the employee with a copy placed in the employee's personnel file, and shall be signed by both the employee

and the supervisor. A copy of any disciplinary report that includes suspension and/or dismissal shall be sent to the City Manager prior to the specific action being taken.

3. When a reprimand seems warranted, the supervisor shall meet with the employee, ascertain reasons for the act, and if warranted, reprimand the employee verbally or formally with a written Disciplinary Action ~~Report~~ Form as a Written Warning. A ~~note~~ copy of any ~~verbal~~ written reprimand shall be placed in the employee's personnel file.
4. Suspension is a temporary separation without pay. Available paid time off (vacation, personal, sick or comp time) may not be used in lieu of unpaid suspension. It is used for infractions not grave enough for dismissal. It is also used during the time an investigation is being conducted. If an investigation finds discipline unwarranted, the employee shall be returned to duty and paid for the time suspended. Suspensions may not be imposed without prior discussion with the City Manager.
5. Dismissal is discharge made for misconduct or other "for cause" issues, performance issues, "at will" terminations, or reductions in force due to changing business operations, and/or program modifications resulting in changes in personnel requirements.

8.6 GRIEVANCE PROCEDURE

In General – In most cases, employees are able to satisfactorily address workplace concerns with their supervisor, department head, or the Human Resources Director. Good relationships are easier to achieve in an open atmosphere where problems and opinions are discussed freely, frankly, and sincerely and with the goal of serving the City through effective communication and performance of the employee's job.

In the event an issue cannot be resolved on an informal basis, employees may utilize the following Grievance Procedure (if not covered by a collective bargaining agreement). Employees are afforded the right to express issues and complaints without fear of reprisal.

If the issue involves sexual or other harassment, or an issue involving employee or public safety, or as required by law, employees may bypass any or all steps in this policy and raise the issue directly with their supervisor, department head, Human Resources Director, or the City Manager.

Procedures – The following grievance procedure may be used by any employee who has a complaint:

Step 1: Employees can present the problem orally or in writing to his or her immediate supervisor. The supervisor will normally respond no later than the 14th calendar day after the complaint is made. If the supervisor does not respond within 14 days, or the problem is not resolved to the employee's satisfaction, the complaint may proceed to Step 2.

Step 2: The employee shall submit his or her complaint in writing to their department head, if the department head is not their immediate supervisor, within five (5) working days of the supervisor's decision in Step 1. When circumstances warrant, the department head will investigate and evaluate the complaint and attempt to reach a settlement. The department head shall make his or her decision and discuss it with the employee no later than the 14th calendar day after the written complaint is received. If the employee fails to receive a reply in fourteen (14) calendar days, if a satisfactory settlement cannot be reached, or if grounds for settlement are not within the scope of the department head's authority, the complaint can proceed to Step 3.

Step 3: The employee shall submit his or her complaint in writing to the ~~Human Resources Director~~ City Manager. When circumstances warrant, a thorough investigation will be conducted and a conference will be scheduled among the employee, his or her immediate supervisor and/or department head, and the City Manager. A ruling on the matter will be delivered in writing to the employee within fourteen (14) calendar days, following the conference, unless the investigation requires additional time, for which all parties will be notified of the need for additional time for investigative purposes only, and the decision of the City Manager shall be final and binding.

Time Limits: A complaint may ~~not~~ be considered untimely (and therefore may not be considered) under the Procedure if the time elapsed between its occurrence and the initial discussion with the supervisor equals or exceeds thirty (30) calendar days.

An employee wishing to appeal a decision rendered at any of the steps must do so within three (3) working days after notification of the decision. Should three (3) working days pass without notification by the employee of his or her intentions to appeal, the matter shall be considered settled.

In cases that require extensive investigation, time limits specified in the steps may be extended at the City's discretion.

Any City employee may file a grievance pursuant to this procedure without fear of retaliation or reprisal from others. An employee experiencing such conduct shall report it to the Human Resources Director so that it can take appropriate steps to stop or otherwise remedy such retaliation.

8.7 THEFT AND FRAUDULENT ACTIVITIES POLICY

Any employee who has reason to believe theft, fraudulent activity, or other illegal act has occurred (or may is likely to occur) in conjunction with any City department, function, or activity shall immediately report it to the Human Resources Director or their department head.

Fraudulent transactions and other acts covered under this policy may include but are not limited to: misappropriation of City funds, theft of the City property, or falsification of records or reports, waste, or abuse of funds, property, or other resources.

Employees must cooperate fully with those performing investigations pursuant to this policy. Employees found to have participated in any fraudulent act or other activity in violation of this

policy will be subject to disciplinary action up to and including termination from employment. In addition, criminal or civil actions may be taken against employees who participate in such acts.

For the purpose of this policy, fraud shall be defined to include: The intentional deception by an individual or individuals, either internal or external to the City, which could result in a tangible or intangible benefit to themselves, others, or the City, or could cause detriment to others or the City. Fraud includes a false representation of a matter of fact, whether by words or by conduct, by false or misleading statements, or by concealment of that which should have been disclosed, which deceives and is intended to deceive.

8.8 ~~E-MAIL AND INTERNET~~ POLICY INFORMATION TECHNOLOGY

Information Technology (IT) is a vital part of doing business for the City of Pekin. It allows employees, citizens, vendors, and the community to gain a better understanding of the goals, objectives, processes, procedures, and accomplishments of the City of Pekin. Information technologies such as email seek to facilitate and maintain strong communications throughout the organization. The City provides a wide variety of communication tools and resources to employees for use in running day-to-day operations. Whether it is the telephone, voice mail, internet, intranet, e-mail, scanner, text message, or any other city-provided technology, use should be reserved for business related matters during working hours. All communication using these tools should be handled in a professional and respectful manner.

Employees should not have any expectation of privacy in their use of company computers, phones, or other communication tools. All communications made using company-provided equipment or services including email and internet activity, are subject to inspection by the City. Employees should keep in mind that even if they delete an email, voicemail, or other communication, a copy may be archived on the City's systems or provided in response to Freedom of Information (FOIA) request.

Employee use of City -provided communication systems, including personal e-mail and internet use, that are not job-related have the potential to drain, rather than enhance, productivity and system performance. Employees shall not turn off or tamper with antivirus protection software, make unauthorized changes to system configurations and proxies, GPS, AVL and other geo-locating systems installed on City owned devices including vehicles, cell phones, computers and any other electronic devices. All documents and City business should be conducted on the City drives and not on external devices. Violations of this policy may result in termination for a first offense.

All internal and external emails may be considered City records which may be subject to federal and state recordkeeping requirements as well as to discovery in the event of litigation or in response to a FOIA request. Be aware of this possibility when sending emails within and outside the City. Use of personal email for City business or to forward City emails may subject your personal account to the same recordkeeping requirements and disclosures. Use of personal email accounts for City business is prohibited.

The IT Department will from time to time present policies and procedures related to the daily operations of the City. The IT Department will set the rules, regulations, policies, and standard operating procedures (SOP) for the City's networks, servers, social media, email and other information technology in an ongoing and as needed basis due to the fast pace of changes to the environment.

All use of City-provided communications systems, including email and internet use, should conform to City guidelines/policies, including but not limited to equal opportunity, harassment, confidential information, and conflicts of interest. Confidential, protected or privileged information must be used with extreme care and shall not be sent to unauthorized parties outside of the City. Because email, telephone and electronic communication equipment are provided for City business purposes and are critical to the City's success, your communications may be accessed without further notice by the IT department administrators to ensure compliance with this guideline and IT department policies and standard operating procedures.

All employees and elected officials are required to adhere to such policies, regulations and SOPs. For more information you may request a copy of the full IT policy from the Human Resources Department. Nothing in this policy is designed to interfere with, restrain, or prevent employee communications regarding wages, hours, or other terms and conditions of employment as protected under the national Labor Relations Act. Employees have the right to engage in or refrain from such activities.

~~The City of Pekin provides access to the information resources of the internet and the use of email to help employees do their job and be a more productive employee. The facilities to provide that access represent a considerable commitment on the part of the City of Pekin. The following E-Mail and Internet policy is designed to help you understand our expectations, and to help you use those tools wisely.~~

~~The following guidelines are little more than good business practice. When applied to E-Mail and the Internet, these guidelines can help control the cost of the system and maximize its benefits for all the City of Pekin participants.~~

PURPOSE

~~The purpose of this policy is to establish an e-mail policy for all municipal employees, volunteers, appointees and elected officials that create, use, and manage e-mail as part of the transaction of business. Additionally, this policy will set forth some general guidelines as to what constitutes a "public record."~~

INTENT

~~To establish guidelines that will promote the effective capture, management, and retention of e-mail messages which are public records in compliance with records retention requirements. This policy is not intended to discourage the use of e-mail to conduct municipal business, but rather to establish a framework for its proper use as a communications tool. E-mail can still function as a viable, efficient means to conduct municipal business. Consistency, predictability, and reliability in the manner in which the e-mail system is used and in which public records are maintained within the municipality, are the primary focuses of this policy.~~

POLICY

All municipal records should be inventoried and analyzed for administrative, legal, financial and historical values to ensure that:

1. Valuable records are adequately preserved; and
2. Non records and obsolete records are destroyed in accord with authorized records retention schedules and after approval is received from the Local Records Commission.

SCOPE

This policy applies to all e-mail and attachments circulated within the municipality.

DEFINITIONS

A. E-mail messages are text documents which are created, stored, and delivered in an electronic format. As such, e-mail messages are similar to other forms of communicated messages, such as correspondence, memoranda, and circular letters.

B. Non-record messages are e-mail messages that do not set policy, establish guidelines or procedures, certify a transaction, or become a receipt. Rather, they are informal communications that are similar to communications during telephone conversations or conversations in an office hallway. Generally, non-record messages are short lived, with no historical significance or public importance, and need not be retained after they have fulfilled their purpose. Examples include:

1. Routine requests for information or publications which require no administrative action, policy decision, or special compilation or research, and copies of replies.
2. Originating office copies of letters of transmittal that do not add any information to that contained in the transmitted material.
3. Quasi-official notices including memoranda and other records that do not serve as the basis of official actions (i.e., holiday notices, meeting confirmations, etc.).

C. Records retention schedules are listings of agency records and how long they must be retained.

APPROPRIATE USE

E-mail and Internet services are City of Pekin property, and they are to be used primarily to facilitate city business. The City recognizes that there may be occasions where it is necessary to use the systems for incidental personal purposes. This does not, however, allow for continuous use during lunch hours or break times. Reasonable use for personal purposes may be permitted. As always, use of E-mail and Internet services may be monitored, and abuse of non-work related use of the systems may result in a loss of access and/or disciplinary action.

ACCESS AND PRIVACY

Users should take note that the information generated on e-mail may be a public record subject to public inspection. There is no expectation of privacy when using the city's network.

RETENTION

Generally, e-mail messages are temporary communications which are non-vital and may be discarded routinely. However, depending on the content of the e-mail, it may be considered public record. Accordingly, employees have the same responsibilities for e-mail messages as they do for any other public record and must distinguish between records and non-record information.

Non-record messages should be deleted from files as soon as they have fulfilled their purpose. These are records that are not required to be kept under law or whose preservation is not necessary or convenient to conduct municipal business. On the other hand, messages determined by users to be records should be properly preserved and disposed of as specified in the municipality's approved records retention schedule. Examples of messages considered to be records might include policy documents or contract related documents.

Messages and attachments shall be reviewed at minimum every 15 days and, if they are determined to be records, printed fully (including time, date, sender and receiver) and retained in paper format.

The IT Department shall delete all messages from the server thirty (30) days after they have been opened.

Factors to consider in deciding whether a document is a record are:

——— 1) ——— Is it in connection with the transaction of public business (this eliminates all e-mails which do not relate to public business, i.e., personal notes, etc.)?

——— 2) ——— Is it official documentary material (a draft of a letter vs. the letter itself)?

——— 3) ——— Is it FOIAable? For example, "preliminary drafts, notes, recommendations, memoranda and other records in which opinions are expressed, or policies or actions are formulated" need not be produced under FOIA, "except that a specific record or relevant portion of a record shall not be exempt when the record is publicly cited and identified by the head of the public body." Therefore, unless staff wishes to keep their preliminary drafts, notes, etc., there seems to be no point in keeping these documents and presumably they may be destroyed if paper or deleted if e-mail.

——— 4) ——— Is the material "appropriate for preservation by such agency or officer, or any successor thereof, as evidence of the organization, function, policies, decisions, procedures, or other activities thereof, or because of the informational data contained therein"? These would eliminate the necessity of keeping documents which do not reflect the official actions of the municipality, but rather the comments or actions of individuals which reflect not the policy of the municipality but the thought of the individual.

——— 5) ——— Does the document have any historical significance? Is the document evidence of the function, policies, decisions, procedures or other activities of the municipality or of just an individual?

~~6) Even if a document is a record it need not be kept forever. The LRA sets up timetables within which records may be destroyed. Each municipality should refer to its own Records Retention Schedule to determine how long a particular record must be retained. If a Records Retention Schedule does not yet exist, the Local Records Commission should be contacted by the municipality in order to gain assistance in:~~

- ~~a. creating an inventory of the documents that exist within the municipality;~~
- ~~b. determining the amount of time each category of records must be retained;~~
- ~~c. obtaining approval of the retention periods assessed to each record.~~

~~Examples of potential records requested to be retained in a Records Retention Schedule, and their generally requested retention periods, include:~~

- ~~• E-mails considered public records — 1 year~~
- ~~• Unsolicited applications for employment — 1 year~~
- ~~• Solicited applications for employment — 2 years~~
- ~~• FOIA requests and denials — 2 years after the date of filing~~
- ~~• Lawsuits — 3 years following final settlement~~
- ~~• Bids — 10 years (successful), 3 years (unsuccessful)~~
- ~~• Annexation agreements, transcripts, plats, ordinances — permanently~~

~~7) Many e-mail documents rapidly become stale and do not reflect “function, policies, decisions, procedures, etc.” when a matter is finalized. Therefore, the municipality can simply keep the final document.~~

~~8) Are the records duplicative? Only one copy need be retained.~~

~~NOTE: A public record that is stored and accessible after this time is still a public record and must be produced upon request, if it does not fall within one of FOIA’s exemptions. Accordingly, a systematic deletion program that eliminates obsolete documents should be implemented in conjunction with the system administrator.~~

EXAMPLES OF E-MAILS THAT GENERALLY CONSTITUTE PUBLIC RECORDS

- ~~• E-mail created or received by municipal employees in connection with municipal business~~
- ~~• E-mail that facilitates action, such as initiating, authorizing or completing a transaction in connection with municipal business~~

EXAMPLES OF E-MAILS THAT GENERALLY DON’T CONSTITUTE PUBLIC RECORDS

- ~~• Personal e-mail messages and announcements not related to municipal business~~

- ~~Copies or extracts of documents e-mailed for convenience or reference~~
- ~~Internal e-mails created by employees on work-related topics which do not facilitate action (i.e., cover notes, etc.)~~
- ~~E-mails containing drafts, notes or inter-office memoranda that are not retained by the municipality in the ordinary course of business~~

EXAMPLES OF E-MAILS THAT MAY CONSTITUTE PUBLIC RECORDS

- ~~E-mail that provides substantive comments on an action taken by the municipality (i.e., comments add to a proper understanding of the execution of the final municipal action)~~
- ~~E-mail providing documentation of significant official decisions and commitments reached orally and not otherwise documented in the municipality's files~~

RESPONDING TO FOIA REQUESTS

~~If an e-mail does fall within the definition of a public record it may not be deleted, except as provided in the municipality's record retention schedule. Further, these e-mails should be reviewed prior to release under FOIA so that any exempt information contained in them may be deleted or redacted. Finally, if the e-mail falls within one of the exemptions (i.e., protected by attorney-client privilege), it need not be produced.~~

~~If in doubt as to whether an e-mail message is a public record or contains exempt information, contact Corporation Counsel or City Clerk for clarification.~~

COPY OF RECORD

~~Where e-mail communication is between a sender and a recipient, the sender's copy is designated as the copy of record. In other words, it is the sender's copy to which any retention requirements should apply. All other copies are merely "duplicates" and can be disposed of at will. Cases where this principle does not apply include e-mail received from other agencies or from the public.~~

REVIEW

~~A periodic review of this policy shall be undertaken to keep the policy current with best practices and new technology.~~

ACCEPTABLE USES OF THE CITY OF PEKIN E-MAIL AND THE INTERNET

~~The City of Pekin encourages the use of the e-mail and the Internet because they make communication more efficient and effective. The City also encourages the use of telecommunications to explore occupational topics, conduct research, and contact others in the same job field throughout the country. The City anticipates that the systems will expedite the sharing of effective practices and lessons across the community and will help the City stay on the leading edge of practice by forming partnerships with others across the nation. E-Mail and Internet service are City of Pekin property, and they are to be used exclusively to facilitate city business. Every employee has a responsibility to maintain and enhance the City of Pekin's public image and~~

to use e-mail and Internet access in a productive manner. Any unauthorized or improper use of e-mail or the Internet is not acceptable and will not be permitted.

UNACCEPTABLE USES OF THE CITY OF PEKIN E-MAIL AND THE INTERNET

City of Pekin e-mail and Internet access may not be used for transmitting, retrieving or storing any communications of a discriminatory or harassing nature or materials that are obscene or X-rated. Harassment of any kind is prohibited. (Refer to the City of Pekin Anti-Harassment policy). No messages with derogatory or inflammatory remarks about an individual's race, age, disability, religion, national origin, marital status, physical attributes or sexual orientation may be transmitted or forwarded using the City of Pekin system. No abusive, profane or offensive language may be transmitted through the City of Pekin's e-mail or Internet system. The City of Pekin's harassment policy applies in full to e-mail and Internet use. Employees do not have a personal privacy right regarding any matter created, received, stored or sent from or on the City of Pekin's e-mail or Internet system or computers.

The City of Pekin e-mail and Internet system also may not be used for any purpose that is illegal, against City policy or contrary to the City of Pekin's best interest. Solicitation of non-City business or any use of the City of Pekin e-mail or Internet system for personal gain is prohibited.

RULES FOR ELECTRONIC COMMUNICATIONS

Each employee is responsible for the content of all text, audio or images that he or she places on or sends over the City of Pekin's e-mail or Internet system. Employees may not hide their identities or represent that any e-mail or other electronic communications were sent from someone else or from another business entity. Employees must include their name in all messages communicated on the City of Pekin's e-mail and Internet system.

Any messages or information sent by an employee to another individual outside the City of Pekin via the City of Pekin e-mail or Internet system (including bulletin boards, online services or Internet sites) are statements that reflect on the City of Pekin. Despite personal "disclaimers" in electronic messages, any statements may be tied to the City of Pekin. Any communication defaming another person, group or organization is strictly prohibited.

All communications sent by employees via the City of Pekin's e-mail or Internet system must comply with all policies and may not disclose any confidential or proprietary information relating to the City of Pekin.

If employees receive unsolicited e-mail from outside the City that appears to violate this policy, the employee should notify his or her supervisor immediately. Similarly, if any employee accidentally accesses an inappropriate web site in the normal course of business, the employee should notify his or her supervisor immediately.

DOWNLOADING SOFTWARE

To prevent the downloading of computer viruses that could contaminate the system, no employee may download software without prior authorization from his/her department head. If unsure, the department head should clear the request with the IT Department before authorization is granted. Any and all software that is downloaded must be registered with the City of Pekin.

COPYRIGHT AND TRADEMARK ISSUES

Copyrighted and trademarked material that does not belong to the City of Pekin may not be transmitted by employees on the City of Pekin's e-mail or Internet system without permission from the holder of the copyright or trademark. Every employee who obtains access to other companies' or individuals' materials must respect all copyrights and trademarks and may not copy, retrieve, modify or forward copyrighted materials, except with permission or as a single copy for reference only.

SYSTEM SECURITY

The City of Pekin reserves the right to monitor how employees use e-mail and the Internet. The City of Pekin will monitor e-mail messages, Internet use and other electronic files created by employees on a random basis, and where there is good cause for such monitoring or some legal obligation to do so. All messages created, sent or received over the City of Pekin's e-mail or Internet system are the City of Pekin's property and should not be considered private information. The City of Pekin reserves the right to access and monitor EVERY message and file on the e-mail or Internet system. Despite the existence of any passwords, employees should not assume that any electronic communication is private. Highly confidential information or data should be transmitted in other ways.

VIOLATIONS

Any employee who violates these rules or otherwise abuses the privilege of the City of Pekin's e-mail and Internet system will be subject to corrective action up to and including termination. If necessary, the City of Pekin also reserves the right to advise appropriate officials of any illegal activities.

8.9 MEDIA, PUBLIC RELATIONS AND SOCIAL MEDIA

The City of Pekin seeks to work cooperatively with the media and the community to disseminate information of public interest and concern in an accurate, complete, appropriate, and timely manner. Employees should not speak to the media or public relations entities (bloggers, chat rooms, online site managers) on behalf of the City or any individual Department without contacting the Department Head/Chief or the City Manager. All media inquiries from media outlets should be treated as a high priority and directed to the City Manager. The Public Information Officer may respond to inquiries to the police department under the direction of the Police Chief. Generally, unless otherwise authorized by the City Manager or City Council, no employee is authorized to speak on behalf of the City.

The City also recognizes the prevalence and importance of social media. Social media includes, but is not limited to, online forums, communities, and social networking sites. The City recognizes that communication via social media applications can be beneficial to the residents, business, visitors and employees. Typical uses of social media by the City to:

- Share Emergency information quickly;
- Connect with and engage residents and business-owners;
- Promote City sponsored events, programs and services;
- Notify community members of changes in events or meeting schedules;
- Promote community outreach

All City social media accounts for City business purposes must be launched as business accounts using authorized logos, taglines and naming conventions. If approved and applicable approved social media applications should be linked form the City of Pekin's website and vice versa.

The use of social media by City employees can become a problem, however, if it interferes with an employee's work, is used to harass coworkers, creates a hostile work environment, harms the goodwill or reputation of the City, releases private, privileged, or confidential information about students, employees, patients or customers of the City of Pekin, activities, or claims against the City (litigation), or if it in any way adversely affects the City.

Employees are expected to use their professional judgment and take the most prudent action possible with regard to social media posts. If a City employee is uncertain about the appropriateness of a social media posting, he or she should refrain from making the post, and contact the Human Resources Director.

While it is not possible to list all inappropriate social media activity, following are some guidelines:

1. No City employee other than a designated spokesperson may speak on behalf of the City.
2. If an employee identifies himself or herself as a City employee or discusses matters related to the City on social media, the employee must make clear that he or she is an employee of the City and that the views posted are those of the person (the employee) alone and they do not represent the views of the City or any agency or department of the City. The employee must keep in mind that if information is posted in violation of City policy or any law, the disclaimer will not shield the employee from disciplinary action.
3. Unless given written consent by the City, an employee shall not use the City's logo or trademarks on any social media post.
4. All postings on social media must comply with the City's confidentiality, ethics, harassment, safety, and personnel policies. If an employee is unsure about the confidential nature of information the employee is considering for posting, the employee must first consult with their supervisor.
5. Employees shall not link any post to the City's website, nor shall an employee post City material, on a social media site ~~without written permission from City Human Resources~~ for purposes other than sharing the information unchanged and without commentary.

Violation of this policy may lead to discipline up to and including the immediate termination of employment.

8.10 ANTI-HARASSMENT POLICY AND COMPLAINT PROCEDURE

POLICY STATEMENT

The City is committed to providing a work environment free from unlawful discrimination and harassment. Discrimination or harassment of any kind based on sex, race, color, national origin, age, religion, disability, handicap, sexual orientation, protected veteran status, marital status, ancestry, order of protection status or any other legally protected characteristic is strictly prohibited. Actions, words, jokes, or comments based on any of these characteristics will not be tolerated. The City of Pekin does not tolerate harassment of any kind by municipal officials, agents, employees, agency or office, nor does it tolerate harassment by customers, clients or vendors. Please see City Ordinance 2776-17/18 regarding the City's sexual harassment policy.

Sexual harassment is one type of harassment that is prohibited. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitutes sexual harassment when: (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

Other conduct commonly considered to be sexual harassment includes:

- **VERBAL:** sexual innuendoes, suggestive comments, insults, humor and jokes about sex, anatomy or gender-specific traits, sexual propositions, threats, repeated requests for dates, or statements about other employees, even outside their presence, of a sexual nature.
- **NONVERBAL:** suggestive or insulting sounds (whistling), leering, obscene gestures, sexually suggestive bodily gestures, "catcalls", "smacking", or "kissing" noises
- **VISUAL:** posters, signs, pin-ups or slogans of a sexual nature
- **PHYSICAL:** touching, unwelcome hugging or kissing, pinching, brushing the body, coerced sexual intercourse, or actual assault

PROCEDURES

If you believe you have been subject to or witness to sexual or other unlawful harassment, employees should deal with the incident(s) as directly and firmly as possible by clearly communicating his/her position to the offending employee, municipal official or municipal agency and report it immediately to your supervisor, department head, or Director of Human Resources. Such conduct must be reported whether it occurs at or away from City facilities, during work hours

or outside work hours, and whether committed by a City employee or by another person the employee encounters as part of employment by the City, such as a supplier.

Any supervisor or manager who becomes aware of possible sexual or other unlawful harassment must immediately report such information to the Human Resources Director or City Manager even if the employee has asked that no action be taken on the complaint.

Employees can make good faith reports and complaints of sexual or other harassment without fear of reprisal or retaliation. Retaliation by any person against an employee, municipal official, or municipal agency making such a report or complaint or participating in a related investigation is strictly prohibited and any such retaliation subjects an employee or municipal official, to disciplinary action, up to and including termination of employment.

False and frivolous complaints refer to incidents where the accuser is using a sexual harassment complaint to accomplish some end other than stopping harassment. It does not refer to charges made in good faith which cannot be proven. Given the seriousness of the consequences for the accused, a false and frivolous charge is a severe offense that can itself result in disciplinary action.

All complaints of sexual or other harassment will be promptly and thoroughly investigated. To the extent possible, the City endeavors to maintain confidentiality of complaints and related investigation. However, because of the serious implication of harassment charges and the difficulties associated with their investigation and the questions of credibility involved, the claimant's willing cooperation is a vital component of an effective inquiry and an appropriate outcome. The State Officials and Employees Ethics Act (5ILCS43-/15-10) provides whistleblower protection from retaliatory action such as reprimand, discharge, suspension, demotion, or denial of promotion or transfer that occurs in retaliation for and employee. It is also a civil rights violation for a person or two or more people to conspire, to retaliate against a person because he/she has opposed that which he/she reasonably and in good faith believes to be sexual harassment in employment because he/she has made a charge, filed a complaint, testified, assisted, or participated in an investigation, proceeding or hearing under the Illinois Human Rights Act. (775 ILCS 174/15(a))

Any employee or official who has engaged in sexual or other unlawful harassment or otherwise violated this policy will be subject to disciplinary action, up to and including termination of employment.

Refer to City Ordinance 2776-17/18 for the complete sexual harassment policy

The City hopes that any incident of sexual harassment can be resolved through the internal process outlined above. This policy, however, does not preclude any employee from filing a complaint with an appropriate outside agency. Employees may choose to file a complaint of harassment with either of the following:

Illinois Department of Human Rights
Intake Unit
535 West Jefferson 1st Floor
Springfield, IL 62702
(217) 785-5100

OR

Federal Equal Employment Opportunity
Commission
230 S. Dearborn St. #1866
Chicago, IL 60604
(800) 669-4000

8.11 DRUG AND ALCOHOL POLICY

The City is committed to providing a safe and healthy workplace and a work environment that promotes employee health and well-being and public confidence. The City expects all employees to report for work in a condition to perform their duties safely and satisfactorily. Employee involvement with drugs and alcohol can adversely affect job performance and employee morale, jeopardize employee and public safety, and undermine public confidence.

~~It is a violation of City policy for any employee to use, possess, manufacture, transport, distribute sell, trade, and/or offer for sale, illegal drugs or alcohol while on the City property or while representing or working for the City. Furthermore, any such conduct (as well as alcohol use) off premises and/or during non-working hours that adversely affects or has the potential to adversely affect safety or performance is also prohibited. An employee found to be under the influence of alcohol or found to have a detectable concentration of an illegal drug while on duty or while representing the City is subject to termination.~~

~~Any employee convicted of any criminal offense involving alcohol or illegal drugs or other controlled substance in connection with or related to their employment with the City in any manner is required to notify their department head in writing of such conviction within five (5) days of the conviction. Failure to provide such notice will result in termination.~~

~~If an employee has knowledge of the presence or use of drugs, alcohol or other intoxicants or the presence or use of illegal drugs, alcohol or other intoxicants or controlled substance on City property or in City equipment or vehicle, that employee is required to report such presence as well.~~

~~Employees may be required to submit to blood, urine or other diagnostic tests to detect alcohol or drugs in their system. Testing that may be required includes the following:~~

- ~~1. Post Offer/Pre Employment. The City requires employees who have been extended a conditional offer of employment to undergo a drug and alcohol test. Individuals subject to this testing who refuse to take a test or who test positive will not be eligible for employment with the City.~~
- ~~2. Post Accident. When an employee is involved in an on-the-job accident, he or she may be required to undergo a drug and alcohol test. An "accident" includes an incident that results in death or bodily injury to an individual requiring medical treatment away from the scene of the accident; any incident resulting in damage to property; and any serious or potentially serious incident, including near misses, in which safety precautions were violated or unusually careless acts were performed. Testing shall occur as soon as possible after the accident; however, nothing in this policy shall be construed to require the delay or necessary medical attention for the injured following the accident. Each employee whose performance could have contributed to the accident is subject to testing.~~
- ~~3. Reasonable Suspicion Testing. When an employee's supervisor or other supervisor has reason to believe an employee on City property or during work hours is using or is under~~

~~the influence of prohibited drugs or alcohol, or that there has been a violation of this policy, the employee may be required to undergo a drug and alcohol test.~~

Drug-Free Work Place

In order to ensure a safe work environment and compliance with the Federal Drug-Free Workplace Act of 1988(41 U.S. C. 8101 et seq.). The City of Pekin maintains a drugfree workplace to ensure the safety of its employees and citizens. The use of controlled substances is inconsistent with the behavior expected of employees, subjects all employees, visitors to our facilities, and citizens to unacceptable safety risks, and undermines the City's ability to operate effectively and efficiently. Violation of the Drug-Free Workplace Act could subject the employee to mandatory participation in a drug abuse or rehabilitation program and to disciplinary action. Accordingly, the City of Pekin prohibits employees from engaging in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, use of drugs and alcohol in the workplace in accordance with the requirements of Public Law 100-690, 102 Stat. 4181.

Alcohol and Drug Testing for CDL Employees

Alcohol and drug testing for Commercial Driver's License (CDL) holders will be prohibited from any alcohol or drug use that could affect performance on the job. Use includes use on the job; use during the eight (8) hours before driving; having prohibited concentrations of alcohol in their systems while driving; and use during the eight (8) hours following a reportable accident. No employee will report for duty or remain on duty when the employee uses any controlled substance except when the employee has previously notified his/her supervisor that the use is pursuant to the instructions of a physician who has advised the employee that the substance does not adversely affect his/her ability of safely operate a motor vehicle.

Substance Screening

For the purpose of assuring compliance with the Federal Department of Transportation Regulations and this policy, applicants for CDL positions and current CDL drivers will be subject to controlled substance and alcohol screening under the circumstances described below. Applicants and drivers are required to submit to testing in the following situations as a condition of employment:

- Pre-employment/Pre-duty – testing will be administered to an applicant offered a position in the City prior to the first time the employee operates a vehicle in association with their job duties for the City.
- Post-Accident – testing will be administered to any City employee involved as a driver in any vehicle related accident in which bodily injury or fatality or property damage results.
- Reasonable Suspicion – testing will be required if the actions, appearance or conduct of any City employee driver receives advanced knowledge of the time of testing. All drivers will have an equal chance of being selected each time a random selection is made. The number of controlled substance tests conducted annually will equal or exceed 50% of the number of driver positions subject to the testing. The number of alcohol tests conducted annually will equal or exceed 25% of the number of driver positions subject to testing.
- Follow-up and Return to Duty – Any driver who has been required to or voluntarily undergoes rehabilitation for substance abuse must submit to a drug test and an alcohol test before returning to work. In addition, the driver will be

subject to follow-up testing not to exceed sixty (60) months following the driver's return to work.

Refusal to submit to the testing, tampering with the collection, failure to report to the collection site in the allotted time are all violations of this policy and will result in immediate suspension without pay and disciplinary action up to and including termination.

Post-Accident

When an employee is involved in an on-the-job accident, he or she may be required to undergo a drug and alcohol test. An "accident" includes an incident that results in death or bodily injury to an individual requiring medical treatment away from the scene of the accident; any incident resulting in damage to property; and any serious or potentially serious incident, including near misses, in which safety precautions were violated or unusually careless acts were performed. Testing shall occur as soon as possible after the accident; however, nothing in this policy shall be construed to require the delay or necessary medical attention for the injured following the accident. Each employee whose performance could have contributed to the accident is subject to testing.

Positive Testing Consequences

If the testing confirms prohibited alcohol concentration levels or the presence of a control substance, any job applicant will be deemed ineligible for employment, and any employee may be terminated immediately from employment with the City. In accordance with federal regulations, an employee testing positive pursuant to this policy will be referred for an evaluation by a substance abuse professional. Such referral does not negate a termination with the City. The City retains the authority consistent with local, state and federal law to discharge any employee whose current use of alcohol or drugs affects the employee's qualifications for the performance of his/her job, and/or presents a safety concern to him/herself or others.

Other Provisions

Any employee convicted of any criminal offense involving alcohol or illegal drugs or other controlled substance in connection with or related to their employment with the City in any manner is required to notify their department head in writing of such conviction within five (5) days the next business day after the decision of the conviction. Failure to provide such notice will result in termination.

If an employee has knowledge of the presence or use of drugs, alcohol or other intoxicants or the presence or use of illegal drugs, alcohol or other intoxicants or controlled substance on City property or in City equipment or vehicles, that employee is required to report such presence immediately to their supervisor, the risk manager or as well.

If an initial screening test indicates a positive finding, a confirmation test will be conducted. Any employee who refuses to submit to testing under this policy is subject to termination. An employee will be subject to the same consequences of a positive test if he or she adulterates or dilutes the specimen, substitutes the specimen with that of another person, will not sign the required forms, or refuses to cooperate in the testing process in such a way that prevents completion of the test. In the event the city decides to discipline an employee for violation of this policy they shall be given the opportunity to contest the basis of that decision via the grievance procedure.

For the purposes of this policy, an employee shall be deemed to have used, or be under the influence of, or impaired by alcohol when any test demonstrates a blood/alcohol, concentration within the employee's system of or equivalent to .04 percent or more, and by drugs, intoxicants, or other controlled substance whenever any testing confirms the employee has detectable levels of a drug, intoxicant, or other controlled substance or its components within the employee's system for which the employee has not provided proof of a current prescription.

The City reserves the right to carry out reasonable searches of employees and their property, including but not limited to desks, files, clothing, lockers and private vehicles parked on City property. An employee who refuses to submit immediately to such a search shall be subject to termination.

Testing records will be made available to subsequent employer upon receipt of a written request from an employee only as expressly authorized by the terms of the employee's request, in accordance with Federal law and regulation.

Employees are prohibited from bringing drug paraphernalia onto the City property at any time. An employee who possesses or distributes such paraphernalia while on the City property, or while representing the City, shall be subject to termination.

Employees who take over-the-counter or prescribed medications are responsible for being aware of any effect(s) the medications may have on the performance of their duties and must promptly inform their immediate supervisor if any medication may impair their ability to do their jobs. The employee must also maintain the substance in its original container, identifying the medications, dosage, date of prescription, and prescribing physician. If an employee's use of any medication could adversely affect the safe performance of his or her job duties or conduct on the job, the employee must provide their department head with a statement from the physician indicating the employee is able to work while taking such medications and listing any precautions, safety restrictions, or any on-duty limitations resulting from the use of the medication. An employee who fails to do so shall be subject to disciplinary action, including termination. In addition, employees who take over-the-counter or prescribed medications contrary to the instructions of the label or physician, may be subject to disciplinary action, including termination.

The City encourages any employee with a drug or alcohol problem to contact their department head or the Human Resources Director for assistance. The City may, at the employee's request, and when it is the first occurrence, refer her or him to an assistance program for information or professional assistance. The City includes such treatment as an eligible expense in its medical insurance program. All communications will be strictly confidential. Employees will not be subject to discipline for voluntarily acknowledging a drug or alcohol problem prior to detection. However, this will not excuse any violation of this drug and alcohol policy for which the employee is subject to disciplinary action, including, but not limited to, termination.

8.12 SMOKING POLICY

The City is committed to providing a safe and healthy environment. The City strives to be a smoke/tobacco/vaping/nicotine-free workplace. All City-owned or operated buildings and vehicles are non-smoking areas. Smoking and the use of tobacco products is prohibited in any enclosed building and within 15 feet of any entrance or exit.

Smoking, tobacco use, and vaping are strictly prohibited in City vehicles.

8.13 ATTENDANCE and PUNCTUALITY

Employees are expected to be reliable and punctual in reporting for scheduled work. Absenteeism and tardiness place a burden on other employees and on our ability to serve the public. In the rare instances when employees cannot avoid being late to work or are unable to work as scheduled, they must notify their supervisor at work or at home as soon as possible before the start of the scheduled work time. If unable to reach the supervisor, the employee must notify the front desk receptionist or the Human Resources office.

The supervisor has the discretion to excuse late notification in the event of unusual or exceptional circumstances. Poor attendance and excessive tardiness are disruptive and may lead to disciplinary action up to and including termination.

An employee who is absent for a period of three (3) consecutive days without notification will be considered to have voluntarily resigned.

By definition, any employee who is not at his or her workstation (area) prepared to start work at the scheduled starting time for the shift is late. Likewise, an employee who does not return to work in a timely manner after a meal or other break is considered late.

Any employee who reports to work more than ten (10) minutes after the beginning of the shift must report to his/her immediate supervisor prior to beginning work.

8.14 PERSONAL APPEARANCE AND IMAGE

It is the policy of the City that each employee's dress, grooming, and personal hygiene must be appropriate to the work situation. Employees are expected at all times to present a professional business-like appearance that is neat and clean to the public we serve. The City may be judged not only by the quality of its services, but also by the appearance of those providing the services. Therefore, while freedom of individual expression and changing styles and fashion are recognized, it remains important to meet the expectations of the public while representing the City. Good grooming and appropriate dress reflect employee pride and inspires community confidence. This policy applies to all City employees and volunteers.

During business hours and business functions, and when representing the City, employees are expected to present a clean and neat appearance and to dress according to the requirements of their positions. Employees are expected to dress in business casual unless circumstances require a more professional image. ~~Business casual includes collared and/or Henley-style city shirts and polo shirts; dress pants, khakis, and long capri pants (but not clam diggers or cargo style). Shorts are not allowed. Dresses and skirts must be mid length (at or below the knee); mini-skirts (at mid-thigh or above) are not allowed. Spaghetti strap or backless dresses are prohibited.~~

~~Employees may not wear spandex/leggings, flip-flops, tank or halter tops, sweatpants or yoga pants, sweatshirts, shorts or T-shirts with unauthorized or inappropriate printed slogans or designs, excessive or obstructive jewelry (two earrings per ear allowed), novelty buttons, and similar items of casual attire that do not present a businesslike appearance.~~

All employees are expected to maintain appropriate dress and grooming within the business casual standards based on their position and working situation. While each department and position may have different standards with respect to dress and grooming, all employees should adhere to the following guidelines:

- Attire should be clean and properly fitting;
- Clothing should not be tattered, ragged, or overly-revealing;
- Employees should maintain good personal hygiene; and
- Employees should refrain from the overuse of perfume, cologne, and other scented products. Strong odors may be offensive to others.

Some examples of inappropriate clothing include:

- Attire containing obscene, profane, discriminatory, provocative or inflammatory words or pictures;
- Attire depicting alcoholic beverages, drugs, and/or drug paraphernalia;
- Pool/beach attire; and
- Any other item of clothing deemed inappropriate by your supervisor.

Your supervisor is responsible for evaluating the dress and appearance of employees under their supervision. Employees may be sent home to change into appropriate clothing (time spent in transit will not be considered working time). Failure to adhere to appropriate dress and grooming standards may result in disciplinary action up to and including termination.

All attire must be clean and pressed. Furthermore, facial jewelry, such as eyebrow rings, nose rings, lip rings, and tongue studs, is not appropriate and must not be worn during work hours.

Hair must be clean, combed, and neatly trimmed or arranged.

The City may designate Casual Days, generally on Fridays, for employees. This designation is a privilege that is offered to provide a more comfortable and relaxed work atmosphere. Casual day may be revoked at any time for any reason. The following guidelines shall be followed:

- 1) Employees scheduled to meet with the public or with persons outside the department must wear normal business attire;
- 2) Business casual attire must be professional and appropriate for the workplace;
- 3) Denim jeans may be allowed.
- 4) Casual shirts, dress shirts, sweaters, blouses and tops are acceptable.

Casual Days does not apply to employees in departments where uniforms are the normal dress.

Depending on the nature of their job, certain employees may be required to meet special dress and grooming standards, such as wearing uniforms or dressing in designated business attire for specific occasions. Employees must consistently wear nametags and insignias identifying the City and the employee when required. Employees conducting or attending meetings, seminars, roundtables, etc. with the public are expected to represent the City in a professional manner and dress appropriately for conducting such business.

Any employee whose appearance does not meet these guidelines will be sent home and instructed by their direct supervisor or department head to return to work in proper attire. Consult with your department head if you have questions as to what constitutes appropriate attire.

The image you portray is also affected by the spirit with which you contribute to the team effort. Courtesy, in person, by telephone, or by letter, is expected of each employee when interacting and communicating with other employees, and the public.

8.15 RETURN OF PROPERTY

Employees are responsible for all property, materials, or written information issued to them or in their possession or control. Employees must return all the City property, including all equipment, supplies, and keys immediately upon request or upon termination of employment. Where permitted by applicable laws, the City may withhold from the employee's check or final paycheck the cost of any items that are not returned when authorized by the employee.

8.16 RESIGNATION

Resignation is a voluntary act initiated by the employee to terminate employment. To resign from the City in "good standing," an employee must provide written notice to his or her department head in a reasonable period in advance of the actual day of separation. The City requests thirty (30) calendar days' notice for most job categories unless a shorter timeframe is approved by the department head in writing, but in no case will less than two (2) weeks' written notice be considered a resignation in good standing. Failure by the employee to give notice may result denial of consideration for future employment.

Any employee absent from work without notice for three (3) consecutive work days will be deemed to have voluntarily terminated employment. This method of resignation precludes any reemployment with the City.

9. MISCELLANEOUS

9.1 SOLICITATION AND DISTRIBUTION

Solicitation of, or the distribution of literature to visitors of our facilities is strictly prohibited. Solicitation of employees or the distribution of literature, pamphlets or other materials, by anyone not an employee is strictly prohibited on the City property.

Solicitation of employees by other employees and/or the distribution of any literature between employees is prohibited during working time (“working time” applies not only to the employee doing the solicitation or distribution, but also to the employee being solicited or receiving the distribution) and in work areas.

The City recognizes that employees have interests in events and organizations outside the workplace. However, excessive unauthorized sales of tickets, solicitation of contributions, or the distribution of handbills can be disruptive in the workplace. Such activities require prior approval of the department head. In some instances, the collection of money for presents, flowers, parties, donations, or for cases of particular hardship can be considered appropriate. In these exceptional cases, such collections may be permitted with the approval of the department head. All such approved solicitation may only be made during non-work time (regularly scheduled rest, meal periods, and other periods when employees are not on duty).

9.2 JURY / WITNESS DUTY

The City encourages employees to fulfill their civic responsibilities by serving jury duty when summoned. Any employee who is summoned and participates in jury duty shall be paid the difference between their regular rate of pay and the jury per diem for each day the employee normally would have worked. ~~The employee must surrender to the City Clerk~~ Finance Department ~~any compensation received for jury duty, except for mileage fees.~~ Any employee off on jury duty shall report for work when released from jury duty during any period the employee would be scheduled for work.

Employees who receive a summons must provide a copy of the summons to their supervisor as soon as possible. Employees must provide proof of service and proof of per diem paid by the court upon completion of the jury duty period, or as requested by the City. The employee must surrender to the ~~City Clerk~~ Finance Department any compensation received for jury duty, except for mileage fees. It is the employee’s responsibility to keep his or her supervisor informed as to the expected amount of time required for jury duty.

If you are subpoenaed as a witness in a court or administrative hearing not involving personal litigation or service as a paid expert witness, you will be granted paid time off work if such time off will not be detrimental to the City operations, and you may keep any witness fees. If you are subpoenaed in the line of duty to represent the City as a witness or defendant, your appearance will be considered a part of your job assignment (time worked).

9.3 TELEPHONE AND CELL PHONE USE

Personal calls and use of personal cell phones or wireless communication devices (for talking, texting, or other use) during work hours is to be kept to a minimum. Personal cell phone or device use ~~should be set on the vibrate function~~ not be disruptive to work or co-workers ~~while at work and during work hours.~~

City telephones are intended to be used for business and job-related purposes only, and not for personal calls. Personal calls can be counter-productive and disruptive to the receiving employee and co-workers as well. While it is understood some non-business telephone interruptions are going to occur because employees can't always control the caller, it is the individual employee's responsibility to inform friends and relatives that, ~~except in cases of emergencies, they are not to be receiving personal telephone calls at work~~ should be minimal.

Use while driving should be limited and only with hand-free devices.

Only local in-country calls may be made on the City telephones. Disciplinary measures up to and including termination may result when personal telephone calls become excessive, disruptive and/or counter-productive to the employee or co-workers.

~~CITY CELL PHONES~~ Wireless Communication Devices

Wireless Communication Devices (cell phones, iPad, tablets, laptops, and other electronic devices) are allowed for employee use at the discretion of the City Manager. Cell phones are for business purposes ~~only~~, unless otherwise authorized by the City Manager. Employees will pay for upgraded phones at their own expense.

Personal Use: City employees are encouraged to keep their personal time their own and not use their cell phones/smart phones and devices excessively on off-City hours as this could be in violation of the Fair Labor Standards Act. Check with individual supervisors about recommendations for using your phone after regular City business hours. The City has legal requirements to provide information under FOIA regardless of ownership of the device. Use of such devices, city or personal subjects the employee and the employee's device records to civil or criminal discovery or disclosure under applicable public records laws. The City discourages using personal devices for City use or using a City owned device for personal use.

Usage of City cell phones for long distance calls is strongly discouraged.

9.4 USE OF CAMERAS / OTHER RECORDING EQUIPMENT

Caution should be taken with regard to the use of cameras, audio, video, cell phone cameras, smart watches, and other similar equipment while at work and in work areas. The City has legal, nondisclosure, and confidentiality obligations and respects the privacy of employees and the public. Employees may not record conversations or other employees without prior authorization from a supervisor and the people to be recorded. The City strictly prohibits the taking of photographs, audio and videos recordings, whether by camera, phone, or any other device in such areas as restrooms, locker rooms, and other "private" places. Violations of this policy may result in actions being taken including confiscation of equipment, initiation of appropriate disciplinary measures including termination and/or potential legal action.

The City has many cameras and recording devices, as well as GPS tracking systems in vehicles and on premises. All City employees should be aware that they or their movements may be recorded by the City while in one of these areas or vehicles.

9.5 SOCIAL SECURITY POLICY

The City of Pekin adopted a Social Security Policy under the Identity Protection Act, 5ILCS 179/1 et seq. to state the purpose or purposes for which the ~~agency~~City or its designees can collect an individual's Social Security Number (SSN). Employees are to use the utmost care when collecting social security numbers and they will not use SSN for any unlawful purpose.

What does the City of Pekin do with your Social Security Number? The Identity Protection Act, 5 ILCS 179/1 et seq., requires each local and state government agency to draft, approve and implement an Identity-Protection Policy that includes a statement of the purpose or purposes for which the agency is collecting and using an individual's Social Security Number (SSN). ~~This statement of purpose is being provided to you because you have been asked by the City of Pekin to provide your SSN or because you requested a copy of this statement.~~

Why do we collect your Social Security Number?

You are being asked for your SSN for one or more of the following reasons:

- ~~Utility account or licensee application~~
- ~~Complaint mediation or investigation~~
- ~~Crime victim compensation~~
- ~~Law enforcement investigation~~
- ~~Child Support Collection~~
- ~~Internal verification~~
- ~~Administrative services and or;~~
- ~~Emergency Medical service response, disease control or other medical necessity;~~

What do we do with your Social Security number?

- ~~We will only use your SSN for the purpose for which it was collected~~
- ~~We will not:~~
 - ~~Sell, lease, loan, trade, or rent your SSN to a third party~~
 - ~~Publicly post or publicly display your SSN~~
 - ~~Print your SSN on any card required for you to access our services~~
 - ~~Require you to transmit your SSN over the Internet, unless the connection is secure or your SSN is encrypted~~
 - ~~Print your SSN on any materials that are mailed to you, unless State or Federal law requires that number to be on documents mailed to you, or unless we are confirming the accuracy of your SSN~~

For details Contact : City of Pekin City Clerk's Office 111 S. Capitol St. Pekin IL 61554
Refer to City Code: Chapter 1 Administration Article 8

9.6 WORKING OFF-PREMISES

Working off premises should be limited and only in rare cases with supervisory approval.
Employees who work off City premises must maintain appropriate care and security of all City equipment and information when authorized to work off-premises. Employees are responsible for

maintaining the confidentiality of City information, documents, passwords, and other information. Employees are also responsible for preventing unauthorized access to any City system or information from their worksite. Employees must dispose of work-related documents in a manner that will not jeopardize the interests of the City and in accordance with the Illinois Records Review Act, HIPAA, FACTA and any other state or federal regulations regarding the disposal of information.

All City equipment, property, information, hardware, software, and files remain the property of the City and shall be promptly returned to the City upon request or termination of employment.

9.7 REPORTING ACCIDENTS AND INJURIES

All City employees are required to report all on-the-job accidents including City vehicle accidents or accidents while driving on City business to their supervisors immediately. Employees or their supervisor will be required to complete a form 45 within 24 hours of the accident or incident and any witness statements must be reported as soon as possible.

9.8 POLITICAL ACTIVITIES

The support or promotion of political activities or interests by City employees during working hours or with City resources is strictly prohibited. Employees may not make statements or publish materials that imply City endorsement of a particular political candidate.

9.9 INSPECTIONS

The City reserves the right to inspect all equipment, desks, lockers, offices, and other storage devices and areas on City premises (including, but not limited to, City buildings and parking areas), as well as any articles found within them, at any time, with or without notice. This includes the right to inspect employee property brought onto City premises.

9.11 CONFIDENTIALITY OF INFORMATION

The daily work of an employee may involve access to information about citizens, customers, businesses, students, other employees or members of the general public that is sensitive and/or confidential in nature. Technological or manual capabilities should not be used in a manner that infringes upon an individual's right to privacy. Such information may be learned from City records, documents, files or conversations. Information originating from issues of litigation, privilege, financial, or medical documents is protected under strict Federal or State disclosure laws. Disclosure of such information may result in disciplinary action.

Any form of confidential information shall only be accessed and disclosed to authorized individuals as necessary, on a need to know basis, or as required through the normal course of business or work activity. Any employee who has been determined to be in violation of this policy may be subject to disciplinary action up to and including termination of employment.

Any questions or concerns by City employees regarding the appropriateness of conveying certain confidential information should be directed to the Human Resources Director as applicable.

DRAFT

PERSONNEL MANUAL ACKNOWLEDGMENT

PLEASE SIGN, TEAR OUT, AND RETURN THIS RECEIPT ACKNOWLEDGMENT TO THE HUMAN RESOURCES DEPARTMENT.

My signature below acknowledges I have received and read a copy of the City of Pekin Personnel Manual. I understand it contains important information on certain policies and my responsibilities as an employee of the City. I understand that if I have any questions or need additional information regarding policies and procedures, I may contact my immediate supervisor or the Human Resources Director.

I understand that this Manual does not constitute a contract of employment, express or implied, or a promise of treatment in any particular manner in any given situation. I understand that nothing contained in this Manual or any verbal statement should be interpreted as creating any type of employment contract between the City and me.

I understand that my employment with the City is at-will and that either I or the City may terminate my employment for at any time, for any reason, with or without cause or advance notice. I also understand there is no specified length to my employment with the City. Furthermore, no commitment for employment for any specified duration is valid or binding on the City unless expressly set forth in a written document and signed by both the employee and by an authorized representative of the City.

I understand that this Manual and the information in it supersedes any other previous manuals or policies. I understand that the City may add, change, rescind, replace, or cancel policies, practices, or benefits at any time, with or without notice, at its sole discretion.

I have read, understand, and agree with the City's policies on electronic communications and information. I understand and agree that I have no expectation of privacy with respect to any of the City's electronic equipment or any information sent, received, or stored in the equipment. I understand that the City has the right to monitor, at its discretion, any electronic information and usage. By my signature below, I hereby authorize the City to monitor, search, inspect, use, and disclose all electronic communications.

I understand that during the course of my employment confidential information may be made available to me. I understand that this information may not be disclosed or used outside City premises without prior authorization.

Employee Name (Printed)

Employee Signature

Date

Changes to Employee Handbook 2020

Section	Page	Change
Table of Contents		Will be completely updated after all changes are completed
1.1	1	do:certainly
1.2	1	shall:may added email and employee self service/help desk
1.4. 3	3	Employees expected to adhere to purchasing & procurement...
1.4. 5	3	Outside employment for full time employees reported to HR
2.3	5	EEO categories added to include all protected classes
2.5	5	Applications will be kept according to the state records review act Added selection criteria to include prior work history, ability to coalesce with department
2.7	6	Added information about demotions
2.8	7	Employee's responsibility to notify HR of relationship to current employees or new hires
2.9	7	Added language regarding employees' responsibility to ensure their licenses are up to date and all physical requirements are met well before the expiration of license/permit
2.9 .1	7	Changed from 2.9(a) also added as a guide for reasonable accommodation and changed from City Manager to HR approval
2.10	8	Residency updated per Council Goal 6
3.1	9	Introductory:Probationary
3.2	10	Strikethrough confidential was confusing language
3.6	11	Introductory:Probationary
3.7	11	will:may and are:may be added ¶13 regarding performance management software and modernized the language
4.1	12	Is distributed:may be provided
4.2	13	Added spousal carveout language in 4 directly from Teamsters contracts and non union policy effective 2018 and eliminated redundant language
4.3	14	Introductory:Probationary
4.6	14	Eliminated language about RHSA (this language is still in fire and police CBAs
4.8	15	¶17 will:may and added roll over one week per practice for 15+ years added sole discretion of CM
4.9	16	must:may be required to
4.10	16	Changed to reflect employees hired after May 2020 to use unused sick time only for extension of service through IMRF
4.11	17	Add MLK Jr day (added in 2014) and trade President's day for Christmas Eve

4.13	18	Added non-union and changed to 3 days which has been practice since May 2017 (Teamsters Contract)
4.14	18	Rearranged risk manager to put supervisor first
4.15	19	Updated bereavement language to reflect law changes and clarify full time and part time benefits
4.16	19	Changed from six to three visits and updated language to be more inclusive of employee well being
5.1	20	Deleted 7 minute language as systems can figure to the minute
5.2	20	Added typically, because it happens every 11 or 12 years that there are 27
5.3	20	Finance department:payroll coordinator
6.1	21	¶1 Safety committee members are not rotated to my knowledge ¶3 added human resources
	21	Safety policy is not a part of the employee handbook and Added PPE is provided and employees are expected to use it
	21	Added concealed carry section form handbook addendum approved in 2014
6.2	22	Added language if employee is out of benefit hours
6.3	23	Added sentence noting fire dept may be based on 24 hour shifts and unless otherwise authorized
6.5	23	Added language in ¶1&2 to reflect Local Gov Travel & Expense Act and ¶3 IRS rules regarding use of own vehicle and eliminated sentence regarding same in ¶4
	24	¶5 eliminated sentence that employees should share a room
	24	¶7-10 changed to reflect per diem basis and local Gov Travel & expense Act
6.6	25	¶1 Added word credit and explanation of efficiencies in purchasing ¶3 When: If ¶4 added that spending limits are set by the finance dept Last ¶ added that any rebates or benefits belong to the City
6.8	26	Eliminated confusing language about 40/60 hours and revised language regarding Monday/Friday and 'prior'
7.1	27	Minor grammar corrections
7.2	28	Revised 2 weeks to according to laws and allow for use of benefit hours if not MT does not qualify for pay
7.3	28	Corrected sentence in ¶2; Added classes and changed financial assistance to tuition reimbursement
7.4	29 31	Added or condition allowed by FMLA regulations and eliminated "first" in ¶ re use to concurrent
7.5	33	Fixed typos and strikeout (which has been in handbook for a long time) of 2 to 1 hour which
7.8	34	Added new section on administrative leave
8.3	35	Added Risk Manager and use of hands free devices ¶4 added according to state law, alcohol & cannabis and no smoking in city vehicles; Added AVL language; No tampering with AVL etc

8.4	36	¶13 is section added from handbook addendum approved 06/2014 and added during the course of business
8.5	37	replaced constructive criticism with counseling/recorded events; clarified the Procedure section 1 & 2 Report:Form and note:copy and verbal:written
8.6	38	¶11 added language goals of City and CX Step 2 added language fi dept head isn't supv. Step 3 changed HR to City Manager and extension of time in case of investigation changed time limits language added final ¶ re grievance
8.7	39	may:is likely to
8.8	40-47	Eliminated most of this section because IT has its own policies and replaced with a much more simple and concise section regarding IT
8.9	47	Added language regarding media and public relations
8.10	49-51	Added new ¶1 regarding ordinance 2776 Under Procedures section added language to deal directly with the issue and in ¶13 added municipal officer ¶15 added language per state laws ¶16 added or official and added ¶17 to refer to city ordinance
8.11	51-55	Changed to reflect new laws regarding marijuana and emphasize the City is still a drug free workplace
8.12	55	Added vaping and nicotine free and reminder that no tobacco or vaping in vehicles.
8.14	55	Added language to say neat, clean, business like and appropriate and modern added language about casual days
8.16	57	Added in writing
9.2	58	Documents are turned in to finance dept not City Clerk
9.3	59	Added wireless communication devices and cleaned up/clarified language for more modern usage also reminded that must use hands free devices per state law in city vehicles Eliminated language about long distance as it is antiquated and added language about FOIA and public record
9.4	60	Added cell phones and watches and no recording without prior authorization added including termination and added "by the City" in the last ¶
9.5	60	agency:City and eliminated section on why and what we use SS# for as this is city wide social security policy, not just related to employees
9.6	61	Added working off premises only in rare occasions and added importance due to records review act, HIPAA, FACTA
9.7	61	Added language about completing injury form within 24 hours
9.11	62	Added citizens, customers, businesses and students as well as privilege and financial and note that disclosure of such information may result in disciplinary action

Council Comments regarding employee handbook

Council Member	Section	Proposed Language	Revision Requested/Comment
Nutter	2.10 General Conditions (Residency)	Employee hired after May 1, 2020	After adoption of handbook
Nutter		Shall reside within 15-mile radius of the intersection of 14 th and Broadway	Must reside within the corporate City limits OR new section proposed below
Nutter		Employees hired prior to May 1, 2020 may be grandfathered at the current residence; however, if an employee chooses to move, they must reside within the 15-mile radius of the intersection of 14 th and Broadway.	Current employees living within the 10-mile radius of the Pekin Corporate City limits will be grandfathered and can maintain the 10-mile radius guideline.
Nutter			Employees with hardship exemptions living outside the 10-miles will have the exemption expire 4/30/2021. Employees with current hardship exemptions must reside within the 10-mile radius of the Pekin corporate city limits on or before 4/30/2021. An employee who fails to meet this requirement will be terminated.
Nutter		Special conditions (specific job titles) are struck through	Leave special conditions (job titles) in

Council Member	Section	Proposed Language	Revision Requested/Comment
Nutter			NEW SECTION 1. All department directors must become residents of the City of Pekin within one (1) year of their date of hire. 2. Temporary and seasonal employees have no residency requirement. 3. Employees promoted to or within the management, confidential and non-represented group after [date of adoption], may elect to live outside of the City but within a twenty (20) mile radius of City Hall. If the employee elects not to live within the City of Pekin, they shall forfeit two percent (2%) of their base pay for the first five years. Employees temporarily promoted to an "acting" capacity are not subject to this requirement. Proof of residency may be required of any employee. Failure to comply with this policy may be grounds for demotion to the employee's prior position or dismissal. 4. Employees who live outside the City and later choose to purchase a home in the City as their primary residence, may request assistance in paying for closing costs. These requests should be sent through the Human Resources Director to the City Manager. 5. Employees may request exemption from the residency requirement through the Human Resources Director to the City Manager. Such exemptions will only be granted in rare instances on a temporary basis if unusual circumstances

			or cases of hardship arise, and provided the hardship is approved by the City Council.
Mayor Luft	2.10		Residency to remain 10 mile radius Exceptions by consensus of City Council only Special conditions remain in tact, with the exception of the Supt of Transportation and the Operations Supv. Hiring preference to the City of Pekin candidate
Mayor Luft	3.7		Strike through majority of final paragraph add "The City Manager shall complete performance evaluations when the City Manager deems necessary.



REQUEST FOR COUNCIL ACTION

Agenda Date: March 23, 2020
To: Council Members
From: Kate Swise, City Attorney

AGENDA ITEM: Resolution No. 70-19/20 Approving Professional Services Agreement with Azavar Government Solutions

ACTION REQUESTED: Approve and Adopt the Resolution

DESCRIPTION:

The City issued a request for proposals (RFP) in January 2020 to seek qualified applicants to provide professional services regarding an analysis and review of the City's major revenue sources. The City's objectives in obtaining these professional services are to maintain and enhance revenues that pay for city services and ensure their complete and accurate remittance.

Two firms responded to the RFP that include:

- Azavar Government Solutions (AGS), a government consultant firm based in Chicago; and
- Brown Smith Wallace, a CPA and business advisory firm based in St. Louis.

Council awarded the bid at the February 24, 2020 Council meeting to AGS as the most responsive and responsible bid. Council directed the City Manager to negotiate a contract with AGS that was in the best interests of the City.

AGS's fee structure (outlined in the Financial Impact section below) is advantageous to the City as the firm is only compensated if it finds revenues not currently being collected.

If approved by the City Council, AGS's scope of work includes auditing local sources of revenue that include:

- Sales Taxes
- Food, Beverage and Liquor taxes
- Hotel/Motel taxes
- Franchise fees
- Telecommunications taxes
- Payments made by the City for gas, electric and telecommunications usage

AGS does not audit:

- Real Estate Taxes – Currently Azavar does not have a mechanism to conduct audits of real estate taxes collected by the counties and remitted to cities.
- Income Taxes – This is distributed as part of the Local Government Distribution Fund (LGDF) on a per capita basis by the State and cannot be subject to audit.
- Video Gaming Tax – This is collected by the State and distributed back to local governments. The State does not provide authority for anyone to conduct and audit of distributed revenues at this time.

Currently, the municipalities of East Peoria, Washington, and Quincy are utilizing AGS. Past Illinois municipal clients include Springfield, O'Fallon, Plainfield, and Bloomindale.

Staff recommends approval.

FINANCIAL IMPACT: AGS is compensated on a contingent fee/performance basis and does not require any up-front payment or deposit.

For all audits where the City of Pekin receives no refunds or additional revenues the City will not owe anything to AGS.

For all future cost savings or revenue enhancements associated with error corrections or recommendations made by AGS and authorized by the City, AGS will receive 35% of the cost savings or revenue enhancement as realized by the City over a 36-month period following the implementation of the same. All costs savings and revenue enhancements will be approved by the City and documented to the City's satisfaction prior to any billing by Azavar Government Solutions. The City is free to accept or reject any recommendations.

For all refunds or credits not requiring collection action, Azavar Government Solutions will receive 35% of the funds or consideration received by the City and payable only after the City has received the funds. Azavar Government Solutions works with the City's providers to secure the refunds, credits, or past due funds.

In the event collection action is required to return funds to the City, Azavar Government Solutions will receive 50% of the funds or consideration received by the City and payable only after the City has received the funds.

Amount: To be determined upon revenue audits

Line Item:

Budgeted Amount:

Remaining Funds:

IMPACT IF APPROVED: The city will have its revenue sources reviewed and assessed

IMPACT IF DENIED: The city will not have its revenue sources reviewed and assessed

ALTERNATIVES: N/A

RELATED TO THE 2019-2021 CITY COUNCIL GOALS:

5 Year CIP. The Five-Year Capital Improvement Plan reflects all current and future capital improvement needs of the City of Pekin. The Plan is designed to be updated annually by staff and submitted to the Council for review and approval prior to the annual budget process.

Enhance Code Enforcement Services. The Council understands the importance of a strong Code Enforcement Program in that it has an impact on many facets of living and doing business inside the City of Pekin.

Business Friendly Community. The Council strives to bring new businesses to Pekin while helping to maintain and expand all existing businesses. It is therefore essential to work cooperatively to make Pekin a "Business-Friendly" Community.

Efficient and Effective Municipal Operations. A fundamental responsibility of elected officials, City Staff and Employees is the exercise of good stewardship over public funds. Therefore, it is important that municipal services be delivered with maximum efficiency and effectiveness

Police & Fire Pension Obligation. To meet the 90% funding level by the year 2040 it is essential the City plan carefully and maintain financial discipline to meet its \$63 million dollar obligation.

Employee Residency. It is the goal of the Council to develop a policy that encourages more full-time non-union employees who participate in a City funded pension program to reside within the city limits of Pekin.

REQUIRED SIGNATURES

Finance Department (Certification of Availability of Funds):

Date:

City Manager:

Mark A. Rothert

Mark A. Rothert, City Manager

3/19/2020

Date:

WHEREAS, the City issued a request for proposals (RFP) to seek qualified applicants to provide professional services regarding an analysis and review of the City's major revenue sources; and

WHEREAS, the City's objectives in obtaining these professional services are to maintain and enhance revenues that pay for city services and ensure their complete and accurate remittance; and

WHEREAS, on February 24, 2020, City Council awarded the bid by Azavar Government Solutions as the most responsive and responsible bid; and

WHEREAS, City Council directed the City Manager to negotiate the terms of the proposed agreement; and

WHEREAS, City Council directed the City Manager to present the revised agreement for approval at the next Council meeting; and

WHEREAS, the City Manager and Azavar Government Solutions have come to an agreement that would be in the best interest of the City of Pekin.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Pekin that:

1. The Mayor or City Manager is authorized to execute and enter into a professional services agreement, with review and consent of the City Attorney, with Azavar Government Solutions.
2. The City Clerk shall attest to execution of the professional services agreement with Azavar Government Solutions.

ADOPTED AND APPROVED at a regular meeting of the City Council of the City of Pekin this _____ day of _____, 20____.

MAYOR

ATTEST:

CITY CLERK

CONTINGENT FEE PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (“Agreement”) is made and entered into by and between Azavar Audit Solutions, Incorporated, an Illinois corporation having its principal place of business at 55 East Jackson Boulevard, Suite 2100, Chicago, Illinois 60604 (“Azavar”), and City of Pekin, an Illinois municipal corporation having its principal place of business at 111 South Capitol Street Pekin, Illinois 61554 (“Customer”).

1. SCOPE OF SERVICES

1.1 Subject to the following terms and conditions, Azavar shall provide professional computer, data audit, compliance management, and management consulting services (“Services”) in accordance with the below statement of work. Azavar will render the services provided under this Agreement in a workmanlike manner in accordance with industry standards. The services and work provided shall be provided in substantial accordance with the below statements:

- (a) Azavar shall undertake a Municipal Audit Program on behalf of the Customer. As part of the Municipal Audit Program Azavar shall, on behalf of the Customer, separately review and audit each fee and tax owed to Customer, whether imposed by Customer or by the state or federal government, including, but not limited to, utility fees, license fees, franchise fees, retail sales tax, use tax, food and beverage, tax, hotel/motel tax, and motor fuel tax, as well as any amounts owed to Customer by any person, government, utility company, business, or service provider (“Providers”) pursuant to any franchise fee, intergovernmental agreement, or other contract (“Audits”). Azavar shall review during the course of its work for the Customer, Customer ordinances, contracts, receipts, addresses and databases, related to the aforementioned items, whether administered locally, by the state or federal government, by any other government or non-government organization, or by any other third-party. Azavar shall review and consult Customer on areas to enhance, increase, or maximize Customer revenues including, but not limited to, previous, existing, or new ordinances, agreements, or third-party contracts. Should the Customer own or operate its own electric, natural gas, water or other utility, Azavar shall also audit the revenues and billings of those Customer owned utilities.
- (b) The purpose of each audit is to determine past, present, and future taxes, franchise fees, service fees, or any other refunds, monies or revenue owed to the Customer that were not properly attributed to the Customer or were not properly paid or collected and to determine future taxes, franchise fees, and other monies owed to the Customer not previously counted so that Customer can collect these past, present, and future monies. Federal and Illinois state law, the Customer’s own local ordinances and databases, and the franchise agreements, contracts or bills between Customer and Providers are used by Azavar to conduct the Audits and Azavar will present to Customer in writing during the course of the Audits findings of monies paid, due, or potentially due to the Customer for review by the Customer (“Findings”). Where already allowable by existing Customer contracts or agreements or Federal, State, or local laws or ordinances, this Agreement authorizes Azavar to correct any

prospective errors and make a reasonable effort to collect monies due to the Customer under such applicable laws, local ordinances, or contracts. Azavar shall review Customer ordinances and shall present Findings to Customer to maximize Customer revenues as part of the Audits, and where such Findings requires a change into the future, Azavar will only implement such change after Customer has reviewed and agreed to in writing any such change. Customer understands that Findings may include, but are not limited to, changes to technology, organizational processes, process automation, Customer communication practices, Customer governing practices, and/or updates to local ordinances or the codification thereof. Customer agrees that any Findings, whether implemented in whole or in part by Azavar or the Customer, shall be fully compensable under Section 3 of this Agreement. Customer agrees to review any Findings within sixty (60) days.

- (c) Customer hereby represents that it is not engaged in any Audits as contemplated under this Agreement and shall therefore pay Azavar the fees set forth in this Agreement for any Findings made by Azavar. Customer agrees that it shall not initiate or engage in any Audits contemplated under this Agreement without Azavar's written consent.
- (d) In order to perform the Audits, Azavar will require full access to Customer records and Provider records. To the extent authorized by law, Customer will use its authority as necessary to assist in acquiring information and procure data from Providers; Customer agrees to cooperate with Azavar, provide any necessary documentation, and will engage in necessary meetings with Providers;
- (e) During the course of each audit, Azavar may find that rather than being owed past due funds, the Customer owes funds erroneously paid to the Customer. In this case, Azavar will immediately terminate its participation for that specific Provider audit at no cost to the Customer and will document the error and provide the Customer with information necessary to correct the error. Azavar shall have no liability to Customer for these errors or actions arising from Azavar's or Customer's knowledge thereof.
- (f) The first audit start date shall be no later than thirty (30) days from the date of this Agreement unless otherwise agreed to by the Customer's Audit Primary Contact and Liaison;
- (g) Azavar shall initiate all audits, as approved by Customer, in a timely manner following execution of this Agreement. As a result, multiple audits may begin at the same time or shortly thereafter to ensure timely and efficient completion of the Audits. Azavar anticipates each audit to last a minimum of six (6) months and reserves the right to halt initiation of new audits until payment terms and obligations have been satisfactorily met from previously completed Audits.
- (h) Audit status meetings will be held as needed via phone, email, or in person throughout the course of the Audits between Azavar and the Customer's Primary Contact and

Liaison, but in no case less frequently than once per quarter;

- (i) Jason Perry, Municipal Audit Program Manager, and Azavar specialists will be auditors under this agreement. All Azavar staff or subcontractors shall be supervised by the Azavar Program Manager.

1.2 Customer agrees to provide reasonable facilities, space, desks, chairs, telephone and reasonably necessary office supplies for Consultants working on Customer's premises as may be reasonably required for the performance of the Services set forth in this Agreement and in any Exhibit hereto. Customer will assign and designate an employee to be the Audit Primary Contact and Liaison. The Customer's Audit Primary Contact and Liaison will be the final decision maker for the Customer as it relates to this audit and will meet with Azavar staff on a regular basis as necessary. Lack of participation of Customer staff, especially at critical milestones during an audit, will adversely affect the audit timeline and successful recovery of funds. Customer's staff shall be available for meetings and participation with Providers to properly verify records and recover funds.

- 2. **INDEPENDENT CONTRACTOR.** Azavar acknowledges and agrees that the relationship of the parties hereunder shall be that of independent contractor and that neither Azavar nor its employees shall be deemed to be an employee of Customer for any reason whatsoever. Neither Azavar nor Azavar's employees shall be entitled to any Customer employment rights or benefits whatsoever. Customer shall designate Azavar as Power of Attorney with the Illinois Department of Revenue solely for the purpose of reviewing data provided by the Illinois Department of Revenue.

3. **PAYMENT TERMS.**

- 3.1 Customer shall compensate Azavar the fees set forth in this agreement on a contingency basis. If applicable, Azavar shall submit an invoice to Customer on a monthly basis detailing the amounts charged to Customer pursuant to the terms of this Agreement. Any invoice not disputed in writing by Customer within forty-five (45) days after the receipt of such invoice shall be considered approved by the Customer. If Customer defaults on payment of any invoice that is not disputed in writing by Customer within forty-five (45) days after the receipt of such invoice Azavar, may seek recovery of all estimated fees due to Azavar based on those Findings issued prior to the date of the notice of default. Azavar shall be entitled to recover all costs of collection including, but not limited to, interest at the rate of one percent (1%) per month, reasonable attorney's fees, court costs, and collection service fees. Contingency payment terms are outlined below. If Customer negotiates, abates, cancels, amends, delays, or waives, without Azavar's written consent, any tax determination or Findings that were identified by Azavar or by its Audits where such Findings were allowed under the law at the time the tax determination or Findings were made, Customer shall pay to Azavar applicable contingency fees for the total said tax determination or Findings at the rates set forth below and for the following thirty-six (36) months; provided, however, that if Customer later implements during the subsequent thirty-six (36) months any Findings Customer initially declined based on Azavar programs or recommendations, Azavar shall be paid by Customer its portion of the actual savings and/or recoveries realized by Customer over the following

thirty- six (36) months at the contingency fee rates set forth below.

- 3.2 Customer shall pay Azavar an amount equal to thirty-five (35) percent of any new revenues or prospective funds recovered per account or per Provider for thirty-six (36) months following when funds begin to be properly remitted to the Customer. In the event Azavar is able to recover any retroactive funds, any additional savings or revenue increases for any time period, or any credits at any time, Customer will pay Azavar an amount equal to thirty-five (35) percent of any retroactive funds, savings, and fair market value for any other special consideration or compensation recovered for or received by the Customer from any Provider. All contingency fees paid to Azavar are based on actual recovery by Customer, except as otherwise provided in Section 3.1 above. All revenue after the thirty-six (36) month period provided for herein for each account individually will accrue to the sole benefit of the Customer.
- 3.3 As it pertains to Customer expenses, utility service bill and cost Audits, Customer shall pay Azavar an amount equal to thirty-five (35) percent of prospective savings approved by Customer for thirty-six (36) months following the date savings per Provider is implemented by Azavar or Customer. In the event Azavar is able to recover any refunds or any credits at any time, Customer will pay Azavar an amount equal to thirty-five (35) percent of said refunds or credits recovered for or received by Customer from any Provider. All contingency fees paid to Azavar are based on actual savings to Customer, except as otherwise provided in Section 3.1 above. All savings after the thirty-six (36) month period provided for herein for each service provider individually will accrue to the sole benefit of the Customer.

4. CONFIDENTIAL INFORMATION

- 4.1 Each party acknowledges that in the performance of its obligations hereunder, either party may have access to information belonging to the other which is proprietary, private and highly confidential ("Confidential Information"). Each party, on behalf of itself and its employees, agrees not to disclose to any third party any Confidential Information to which it may have access while performing its obligations hereunder without the written consent of the disclosing party which shall be executed by an officer of such disclosing party. Confidential Information does not include:
 - (i) written information legally acquired by either party prior to the negotiation of this Agreement, (ii) information which is or becomes a matter of public knowledge, (iii) information which is or becomes available to the recipient party from third parties where such third parties have no confidentiality obligations to the disclosing party; and (iv) information subject to disclosure under Illinois' Freedom of Information Act (5 ILCS 140/1 *et seq.*).
- 4.2 Azavar agrees that any work product or any other data or information that is provided by Customer in connection with the Services shall remain the property of Customer, and shall be returned promptly upon demand by Customer, or if not earlier demanded, upon expiration of the Services.
- 4.3 Prior to any Audit of disbursement of tax proceeds from the Illinois Department of Revenue,

Azavar shall execute a confidentiality agreement as required by the Department of Revenue in accordance with the Illinois Local Government Revenue Recapture Act (P.A. 101-628), and shall otherwise comply with the provisions of the Local Government Revenue Recapture Act.

5. INTELLECTUAL PROPERTY

5.1 No work performed by Azavar or any Consultant with respect to the Services or any supporting or related documentation therefor shall be considered to be a Work Made for Hire (as defined under U.S. copyright law) and, as such, shall be owned by and for the benefit of Azavar. In the event that it should be determined that any of such Services or supporting documentation qualifies as a "Work Made for Hire" under U.S. copyright law, then Customer will and hereby does assign to Azavar, for no additional consideration, all right, title, and interest that it may possess in such Services and related documentation including, but not limited to, all copyright and proprietary rights relating thereto. Upon request, Customer will take such steps as are reasonably necessary to enable Azavar to record such assignment. Customer will sign, upon request, any documents needed to confirm that the Services or any portion thereof is not a Work Made for Hire and/or to effectuate the assignment of its rights to Azavar.

5.2 Under no circumstance shall Customer have the right to distribute any software containing, or based upon, Confidential Information of Azavar to any third party without the prior written consent of Azavar which must be executed by a senior officer of Azavar.

6. DISCLAIMER

EXCEPT AS EXPRESSLY PROVIDED IN THIS AGREEMENT, AZAVAR DOES NOT MAKE ANY WARRANTY, EXPRESS OR IMPLIED, WITH RESPECT TO THE SERVICES RENDERED UNDER THIS AGREEMENT OR THE RESULTS OBTAINED FROM AZAVAR'S WORK, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL AZAVAR BE LIABLE FOR CONSEQUENTIAL, INCIDENTAL, SPECIAL, OR INDIRECT DAMAGES, OR FOR ACTS OF NEGLIGENCE THAT ARE NOT INTENTIONAL OR RECKLESS IN NATURE, REGARDLESS OF WHETHER IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. CUSTOMER AGREES THAT AZAVAR'S LIABILITY HEREUNDER FOR DAMAGES, REGARDLESS OF THE FORM OF ACTION, SHALL NOT EXCEED THE TOTAL AMOUNT PAID FOR THE SERVICES GIVING RISE TO THE DAMAGES UNDER THE APPLICABLE ESTIMATE OR IN THE AUTHORIZATION FOR THE PARTICULAR SERVICE IF NO ESTIMATE IS PROVIDED.

7. TERMINATION

7.1 This Agreement shall be effective from the date first written above and shall continue thereafter until all Audits are completed or until earlier terminated upon 90 days written notice

by Customer or Azavar.

7.2 Termination for any cause or under any provision of this Agreement shall not prejudice or affect any right of action or remedy which shall have accrued or shall thereafter accrue to either party.

7.3 The provisions set forth above in Section 3 (Payment Terms), Section 4 (Confidential Information), and Section 5 (Intellectual Property) and below in Section 9 (Assignment), and Section 10 (Use of Customer Name) shall survive termination of this Agreement.

8. **NOTICES.** Any notice made in accordance with this Agreement shall be sent by certified mail or by overnight expressmail:

If to Azavar

General Counsel
Azavar Audit Solutions, Inc.
55 East Jackson Blvd., Ste 2100
Chicago, Illinois 60604

If to Customer

City Manager
City Hall
111 South Capitol Street
Pekin, Illinois 61554

9. **ASSIGNMENT.** Neither party may assign this Agreement or any of its rights hereunder without the prior written consent of the other party hereto, except Azavar shall be entitled to assign its rights and obligations under this Agreement in connection with a sale of all or substantially all of Azavar's assets.
10. **USE OF CUSTOMER NAME.** Customer hereby consents to Azavar's use of Customer's name in Azavar's marketing materials; provided, however, that Customer's name shall not be so used in such a fashion that could reasonably be deemed to be an endorsement by Customer of Azavar unless such an endorsement is provided by customer.
11. **COMPLETE AGREEMENT.** This Agreement, as amended from time to time, contains the entire Agreement between the parties hereto with respect to the matters specified herein. The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision hereof. This Agreement shall not be amended except by a written amendment executed by the parties hereto. No delay, neglect or forbearance on the part of either party in enforcing against the other any term or condition of this Agreement shall either be, or be deemed to be, a waiver or in any way prejudice any right of that party under this Agreement. This Agreement shall be construed in accordance with the laws of the State of Illinois and the parties hereby consent to the jurisdiction of the courts of the State of Illinois.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in duplicate originals by their duly authorized representatives as of the date set forth below.

AZAVAR AUDIT SOLUTIONS, INC.

By _____

Title _____

Date _____

CITY OF PEKIN, ILLINOIS

By _____

Title _____

Date _____

Attachment: LEGAL 45331656v1 Azavar_Pekin Professional Services Agreement KLS redline Mar 10 20 (2104 : Resolution No. 70-19/20



REQUEST FOR COUNCIL ACTION

Agenda Date: March 23, 2020
To: Council Members
From: Sue McMillan, City Clerk

AGENDA ITEM: Resolution No. 69--19/20 Intervene in PTAB Board of Review Kroger Limited Partnership

ACTION REQUESTED: Approve and Adopt the Resolution.

DESCRIPTION: The owner of PIN 04-04-35-456-004 (the "Property") has filed a complaint with the Tazewell County Board of Review (the "Board of Review") for the purpose of challenging the assessed value assigned to the Property. The City of Pekin ("City") has objected to the change in assessed value, and the Board of Review has affirmed the assessment originally assigned to the Property. The owner of the Property has appealed the decision of the Board of Review to the Illinois Property Tax Appeal Board ("PTAB").

It is in the best interests of the City to intervene in the proceedings currently pending before PTAB. The resolution before the City Council is to direct the City Attorney to obtain an appraisal for the Property and petition for leave to intervene in the proceeding involving the assessment of the Property, which proceeding is identified as Docket No. 19-00081.001-C-3 currently pending before the Illinois Property Tax Appeal Board.

FINANCIAL IMPACT:

Requested Amount:

Line Item:

Budgeted Amount:

Remaining Funds:

IMPACT IF APPROVED:

IMPACT IF DENIED:

ALTERNATIVES:

RELATED TO THE 2019-2021 CITY COUNCIL GOALS:

5 Year CIP. The Five-Year Capital Improvement Plan reflects all current and future capital improvement needs of the City of Pekin. The Plan is designed to be updated annually by staff and submitted to the Council for review and approval prior to the annual budget process.

Enhance Code Enforcement Services. The Council understands the importance of a strong Code Enforcement Program in that it has an impact on many facets of living and doing business inside the City of Pekin.

Business Friendly Community. The Council strives to bring new businesses to Pekin while helping to maintain and expand all existing businesses. It is therefore essential to work cooperatively to make Pekin a "Business-Friendly" Community.

Efficient and Effective Municipal Operations. A fundamental responsibility of elected officials, City Staff and Employees is the exercise of good stewardship over public funds. Therefore, it is important that municipal services be delivered with maximum efficiency and effectiveness.

Employee Residency. It is the goal of the Council to develop a policy that encourages more full-time non-union employees who participate in a City funded pension program to reside within the city limits of Pekin.

REQUIRED SIGNATURES

Finance Department (Certification of Availability of Funds):

Date:

City Manager:**Mark A. Rothert**

Mark A. Rothert, City Manager

3/19/2020

Date:

ADOPTED AND APPROVED at a regular meeting of the City Council of the City of Pekin this _____ day of _____, 20_____.

MAYOR

ATTEST:

CITY CLERK

RESOLUTION NO. _____

City of Pekin

_____, 2020

WHEREAS, the owner of Parcel No. 04-04-35-456-004 (the "Property") has filed a complaint with the Tazewell County Board of Review (the "Board of Review") for the purpose of challenging the assessed value assigned to the Property; and

WHEREAS, the City of Pekin ("City") has objected to the change in assessed value; and

WHEREAS, the Board of Review has affirmed the assessment originally assigned to the Property; and

WHEREAS, the owner of the Property has appealed the decision of the Board of Review to the Illinois Property Tax Appeal Board ("PTAB"); and

WHEREAS, it is in the best interests of the City to intervene in the proceedings currently pending before PTAB;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PEKIN, ILLINOIS, THAT the Attorney for the City is hereby authorized and directed to obtain an appraisal for the Property and petition for leave to intervene in the proceeding involving the assessment of the Property, which proceeding is identified as Docket No. 19-00081.001-C-3 currently pending before the Illinois Property Tax Appeal Board.

APPROVED:

Mayor

ATTEST:

City Clerk

RECEIVED

MAR 9 2020

CITY CLERK

Date 3/6/20

To: Mary Burress, Tazewell County Treasurer
 Sarah Tracy, Pekin Township Assessor
 Janet Homerin, Pekin Township Supervisor
 Sue McMillan, Pekin City Clerk
 Glayn Worrell, Grade School District #108
 Carla Schaefer, High School District #303
 Bruce Budde, Jr. College District #514
 Cameron Bettin, Pekin Park District
 Jeff Brooks, Pekin Public Library
 Christopher Oswald, Attorney
 Burt Dancey, Attorney

Pursuant to Public Act #38-1464, the Board of Review is required to notify all taxing districts affected by the existence of an appeal before the Property Appeal Board of the State of Illinois involving a proposed change in the assessed valuation of property in an amount of \$100,000 or more.

An appeal has been filed by:

Appellant: Kroger Limited Partnership I
PIN # 04-04-35-456-004
Docket #19-00081.001-C-3

Current Assessed Valuation	Requested Assessed Valuation	Assessment Change
\$1,940,430	\$983,235	\$957,195

If it is your intent to object to the proposed change, you may submit your objection by mail or contact the Board of Review at the above address or phone number within 14 days of this letter.



Don Edie, Co- Chairman
 Tazewell County Board of Review



REQUEST FOR COUNCIL ACTION

Agenda Date: March 23, 2020
To: Council Members
From: Sue McMillan, City Clerk

AGENDA ITEM: Resolution No. 72-19/20 Bid Award for 10 Hanicapped Leased School Buses
 Midwest Transit Equipment

ACTION REQUESTED: Approve and Adopt the Resolution.

DESCRIPTION: The City of Pekin currently has lease agreements for a total of 85 buses. Seventy-Eight (78) of these buses are leased under a separate agreement. The remaining 7 buses which are 2013 model year busses, have a lease that will expire later this June 30, 2020. These busses have already had the lease extended once and are not eligible for another lease extension. A new lease agreement is therefore necessary to ensure that the City's Bus Department is fully operational at the start of the new school year. The City also currently owns two old busses model years 2010 and 2012 which staff anticipates selling to transition completely into newer leased busses.

Staff would also like to lease one additional bus which we refer to as a "spare". We normally have a spare bus but due to increasing route demands, the spare bus has now turned into a normal use front line bus. This hinders our ability to cover extra/temporary routes, makes it difficult to plan downtime for maintenance or repairs, and leaves us exposed to coverage risk due to breakdowns.

The specifications of the proposed leased busses include, but are not limited to:

- 2021 International Chassis Bus
- PSI 8.8 Liter PSI Gasoline V8 (265HP@2,600RPM/548ft-lb@1,800RPM)
- Allison 6-Speed Automatic Transmission
- 60 Gallon Fuel Tank
- Front and Rear Reflective Stop arms
- 7 Safety Cameras
- 4-Channel ABS Braking system
- All Diagnostic software for the entirety of the lease period
- Documentation: Manuals and catalogs (hardcopy and, if available, equivalent Flash Drive or CD's)
- A FACTORY service and parts manual for chassis, body, drive train and auxiliary equipment, complete with all supplements.
- 5 year/100,000 mile warranty which covers; Body, Chassis, and Engine Failures, with towing.

Estimated Delivery- Early June, 2020

The City recently issued a request for proposals (RFP) for a new lease agreement that was due March 16, 2020. Only one responsible bid was submitted from Midwest Transit Equipment, Inc. (see attached bid documents). Midwest Transit Equipment, Inc., is also the same firm the City has used in the previous lease contract.

The proposed bid by Midwest is to provide a new 5 year lease agreement for the following types of buses and lease rates:

- Eight (8) - 24+5 wheel chair/handicapped accessible passenger school buses at \$16,703 per year per vehicle or \$133,624 total.
- Two (2) - 53+2 wheel chair/handicapped accessible passenger school buses at \$16,272 per year per vehicle or \$32,544 total.

The annual cost for all buses is **\$166,168**. Staff has found that the bid meets needed requirements for the City's bussing operation and recommends approval.

FINANCIAL IMPACT:

Requested Amount: \$166,168 Annually
 Line Item: 501-501-587001 (Lease/Purchase Equipment)
 Budgeted Amount: \$1,000,000 in FY21 Budget
 Remaining Budget: \$833,832 in FY21 Budget

IMPACT IF APPROVED: Bus Department is fully functional at the start of the school year.

IMPACT IF DENIED: Bus Department will not be fully functional at the start of the school year and will have nearly zero support for handicapped children in need of transport.

ALTERNATIVES:

An alternative 3 year lease option bid by Midwest to lease agreement for the following types of buses and lease rates:

- Eight (8) - 24+5 wheel chair/handicapped accessible passenger school buses at \$19,098 per year per vehicle or \$152,748 total.
- Two (2) - 53+2 wheel chair/handicapped accessible passenger school buses at \$18,403 per year per vehicle or \$36,806 total.

The annual cost for all buses is **\$189,554**. This is a difference of \$23,386 annually, and \$70,158 over a 3-year lease period.

RELATED TO THE 2019-2021 CITY COUNCIL GOALS:

	5 Year CIP. The Five-Year Capital Improvement Plan reflects all current and future capital improvement needs of the City of Pekin. The Plan is designed to be updated annually by staff and submitted to the Council for review and approval prior to the annual budget process.
	Enhance Code Enforcement Services. The Council understands the importance of a strong Code Enforcement Program in that it has an impact on many facets of living and doing business inside the City of Pekin.
	Business Friendly Community. The Council strives to bring new businesses to Pekin while helping to maintain and expand all existing businesses. It is therefore essential to work cooperatively to make Pekin a "Business-Friendly" Community.
X	Efficient and Effective Municipal Operations. A fundamental responsibility of elected officials, City Staff and Employees is the exercise of good stewardship over public funds. Therefore, it is important that municipal services be delivered with maximum efficiency and effectiveness.
	Employee Residency. It is the goal of the Council to develop a policy that encourages more full-time non-union employees who participate in a City funded pension program to reside within the city limits of Pekin.

REQUIRED SIGNATURES

Finance Department (Certification of Availability of Funds):

Date:

City Manager:

Mark A. Rothert

Mark A. Rothert, City Manager

3/19/2020

Date:

WHEREAS, the City issued a request for proposals (RFP) for the supply and lease of 10 school buses from qualified persons or firms

WHEREAS, the City's objectives in obtaining eight (8) 24+5 Handicapped passenger school buses, two (2) 53 + 2 passenger school buses, for a lease period of five (5) years, with a secondary option for a lease period of (3) years; and

WHEREAS, bids were received and opened on March 16, 2020 at 2:00 p.m. at City Hall by the City Clerk; and

WHEREAS, one bid from Midwest Transit Equipment was the most responsive and responsible bid; and

WHEREAS, the bid award from Midwest Transit Equipment would be in the best interest of the City of Pekin.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Pekin that:

1. The bid award be awarded to Midwest Transit Equipment in the amount of **\$166,168** for five (5) years.
2. The Mayor is authorized to enter into a lease agreement with Midwest Transit Equipment.
3. The City Clerk shall attest to execution of the lease agreement with Midwest Transit.

ADOPTED AND APPROVED at a regular meeting of the City Council of the City of Pekin this _____ day of _____, 20_____.

MAYOR

ATTEST:

CITY CLERK

BID TABULATION
PROPOSALS FOR 8 HANDICAPPED PASSENGER SCHOOL BUSES
AND 2 BUSES FOR 5 YEAR LEASE
AND OPTION LEASE PERIOD OF 3 YEARS
BUS DEPARTMENT

MARCH 16, 2020 @ 2:00 P.M.

NAME/ADDRESS			UNIT	ANNUAL
MIDWEST TRANSIT EQUIPMENT, INC. 146 W INSSERT DRIVE KANKAKEE, IL 60901 (800) 933-2412	TWO (2) 53 + 2 BUSES	3 YEAR	\$18,403	\$36,806
	TWO (2) 53 + 2 BUSES	5 YEAR	\$16,272	\$32,544
	EIGHT (8) 24 + 5 BUSES	3 YEAR	\$19,098	\$152,784
	EIGHT (8) 24 + 5 BUSES	5 YEAR	\$16,703	\$133,624

ESTMATE: \$

BY:

Attachment: BID TAB AND BIDS SCHOOL BUSES (2098 : Resolution No. 72-19/20 Bid Award for 10 Hanicapped Leased School Buses Midwest

Midwest Transit Equipment, Inc.
146 W Issert Dr
Kankakee, IL 60901
(800) 933-2412

53 +2wc Bus Quotation

New X Pre-Driven

Prepared For: Dan Jost
Pekin Municipal Bus
1130 Koch St
Pekin, IL 61554

Unit Price: Two (2) New 2021 IC/CE 53+2wc Passenger School Bus
 3 Year Annual Lease Payment per bus.....**\$18,403**
 Buses Built to Pekin Municipal Bus Services Specifications

Payment Schedule:	1 st Payment Due	Upon Delivery.....	\$18,403	per bus
	2 nd Payment Due	July 1, 2021.....	\$18,403	per bus
	3 rd Payment Due	July 1, 2022.....	\$18,403	per bus
	Buses returns to Midwest Transit Equipment on July 1, 2023			

Annual cost for Two (2) buses on a 3 year lease.....\$36,806

Mileage Allowance: 15,000 per year with a \$0.35 per miles overage charge at lease end

Estimated Delivery: Summer 2020

- This quotations is firm for 45 days
- Pricing INCLUDES New camera systems per specifications
- First Payment due upon delivery
- Trades must be in good operating condition and display a current Illinois inspection decal
- Credit Cards cannot be accepted for full or partial payment
- **License and Title is INCLUDED**

PLEASE NOTE: Midwest Transit Equipment, Inc. is engaged in the business of buying, selling and servicing buses, not leasing them. It has, however, established a relationship with a respected independent leasing company to offer customers who wish to lease buses a convenient and reasonably-priced means of doing so. Accordingly, if you elect to lease buses the leasing company will purchase the buses from Midwest Transit for lease to you, and Midwest Transit will provide you with all warranty and maintenance services.

Submitted By: MTLanner 03/16/2020
Regional Sales Manager
Midwest Transit Equipment, inc



Midwest Transit Equipment, Inc.
146 W Issert Dr
Kankakee, IL 60901
(800) 933-2412

53 +2wc Bus Quotation

New X Pre-Driven

Prepared For: Dan Jost
Pekin Municipal Bus
1130 Koch St
Pekin, IL 61554

Unit Price: Two (2) New 2021 IC/CE 53+2wc Passenger School Bus
5 Year Annual Lease Payment per bus.....\$16,272
Buses Built to Pekin Municipal Bus Services Specifications

Payment Schedule:	1 st Payment Due	Upon Delivery.....\$16,272 per bus
	2 nd Payment Due	July 1, 2021.....\$16,272 per bus
	3 rd Payment Due	July 1, 2022.....\$16,272 per bus
	4 th Payment Due	July 1, 2023.....\$16,272 per bus
	5 th Payment Due	July 1, 2024.....\$16,272 per bus

Buses returns to Midwest Transit Equipment on July 1, 2025

Annual cost for Two (2) buses on a 5 year lease.....\$32,544

Mileage Allowance: 15,000 per year with a \$0.35 per miles overage charge at lease end

Estimated Delivery: Summer 2020

- This quotations is firm for 45 days
- Pricing INCLUDES New camera systems per specifications
- First Payment due upon delivery
- Trades must be in good operating condition and display a current Illinois inspection decal
- Credit Cards cannot be accepted for full or partial payment
- License and Title is INCLUDED

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Submitted By:

03/16/2020
Regional Sales Manager
Midwest Transit Equipment, inc



Midwest Transit Equipment, Inc.
146 W Issert Dr
Kankakee, IL 60901
(800) 933-2412

24 +5wc Bus Quotation

New X Pre-Driven

Prepared For: Dan Jost
Pekin Municipal Bus
1130 Koch St
Pekin, IL 61554

Unit Price: Eight (8) New 2021 IC/CE 24+5wc Passenger School Bus
3 Year Annual Lease Payment per bus.....\$19,098
Buses Built to Pekin Municipal Bus Services Specifications

Payment Schedule: 1st Payment Due Upon Delivery.....\$19,098 per bus
2nd Payment Due July 1, 2021.....\$19,098 per bus
3rd Payment Due July 1, 2022.....\$19,098 per bus
Buses returns to Midwest Transit Equipment on July 1, 2023

Annual cost for Eight (8) buses on a 3 year lease.....\$152,784

Mileage Allowance: 15,000 per year with a \$0.35 per miles overage charge at lease end

Estimated Delivery: Summer 2020

- This quotations is firm for 45 days
- Pricing INCLUDES New camera systems per specifications
- First Payment due upon delivery
- Trades must be in good operating condition and display a current Illinois inspection decal
- Credit Cards cannot be accepted for full or partial payment
- License and Title is INCLUDED

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Submitted By: Mr. A. Lawrence 03/16/2020
Regional Sales Manager
Midwest Transit Equipment, inc

Attachment: BID TAB AND BIDS SCHOOL BUSES (2098 : Resolution No. 72-19/20 Bid Award for 10 Hanicapped Leased School Buses Midwest



Midwest Transit Equipment, Inc.

146 W Issert Dr
Kankakee, IL 60901
(800) 933-2412**24 +5wc Bus Quotation**New X Pre-Driven

Prepared For: Dan Jost
Pekin Municipal Bus
1130 Koch St
Pekin, IL 61554

Unit Price: Eight (8) New 2021 IC/CE 24+5wc Passenger School Bus
5 Year Annual Lease Payment per bus.....\$16,703
Buses Built to Pekin Municipal Bus Services Specifications

Payment Schedule: 1st Payment Due Upon Delivery.....\$16,703 per bus
2nd Payment Due July 1, 2021.....\$16,703 per bus
3rd Payment Due July 1, 2022.....\$16,703 per bus
4th Payment Due July 1, 2023.....\$16,703 per bus
5th Payment Due July 1, 2024.....\$16,703 per bus
Buses returns to Midwest Transit Equipment on July 1, 2025

Annual cost for Eight (8) buses on a 5 year lease.....\$133,624

Mileage Allowance: 15,000 per year with a \$0.35 per miles overage charge at lease end

Estimated Delivery: Summer 2020

- This quotations is firm for 45 days
- Pricing INCLUDES New camera systems per specifications
- First Payment due upon delivery
- Trades must be in good operating condition and display a current Illinois inspection decal
- Credit Cards cannot be accepted for full or partial payment
- License and Title is INCLUDED

PLEASE NOTE: Midwest Transit Equipment, Inc. is engaged in the business of buying, selling and servicing buses, not leasing them. It has, however, established a relationship with a respected independent leasing company to offer customers who wish to lease buses a convenient and reasonably-priced means of doing so. Accordingly, if you elect to lease buses the leasing company will purchase the buses from Midwest Transit for lease to you, and Midwest Transit will provide you with all warranty and maintenance services.

Submitted By:

Regional Sales Manager
Midwest Transit Equipment, inc

03/16/2020



REQUEST FOR PROPOSAL
REPLACEMENT BUS LEASE AGREEMENT

Date of Issue: March 3, 2020

Subject: Request for Lease proposal
8- 24+5 Handicapped Passenger School Bus Lease (5 Years/ 3 Years)
2- 53+2 Passenger School Bus Lease (5 Years/ 3 Years)

Enclosures: Request for Lease proposal
General Terms and Conditions
Scope of Work
Body & Chassis Specifications

The City Of Pekin is soliciting school bus proposals for:

- Eight (8) 24+5 Handicapped passenger school buses
- Two (2) 53+2 passenger school buses
- For a lease period of Five (5) years
- A Secondary option for a lease period of Three (3) years

You are invited to review the enclosures concerning the instructions for bid preparation. Please contact me in writing, if you have any questions or comments regarding this RFQ. A response will be issued in writing and made available to all known bidders. Bids should conform to the instructions contained herein. Definitive standard terms and special conditions will be transmitted prior to any award.

Your Response to this solicitation should be received no later than **Monday, March 16, 2020 by 2:00pm.**

All Bids must be delivered to:

City of Pekin
111 S. Capitol
Pekin, IL 61554
Attn: City Clerk

City Of Pekin Designated Contact Person:

Dan Jost, Fleet Manager
Phone: 309-478-5425
E-mail: djjost@ci.pekin.il.us

The City reserves the right to accept a proposal other than that with the highest evaluated score without stating reasons. By submitting a proposal, the Bidder waives any right to contest, in any proceedings or action, the right of the City to accept or reject any proposal in its sole and unfettered discretion. Without limiting the generality of the foregoing, the City may consider any

other factor besides capability to perform the work, in its sole and unfettered discretion.

This Request for Proposal does not commit the City to award a contract or pay any costs incurred in the preparation of a proposal, or attendance at an interview meeting with City staff.

1.0 REQUEST FOR PROPOSAL (RFP)

1.1 DEFINITIONS

Throughout this Request for Proposal, terminology is used as follows:

- a. "City" means the City of Pekin;
- b. "Contract" means the written agreement resulting from this RFP executed by the City and the successful Bidder.
- c. "must", "mandatory", "will" or "required" means a requirement that must be met in order for a proposal to receive consideration;
- d. "Bidder" means an individual or a company that submits, or intends to submit, a proposal in response to this "RFP";
- e. "Proposal" means a submission by a Bidder in response to this RFP;
- f. "Should", "may" or "desirable" means a requirement having a significant degree of importance to the objectives of the RFP.

1.2 ENQUIRIES

All enquiries related to this RFP are to be directed, in writing, to the City of Pekin Designated Contact Person by **12:00 noon, local time, March 10, 2020**. Enquiries shall only be by written request, either mailed, hand delivered, email or faxed to the City's designated contact. Information obtained from any other source is not official and should not be relied upon. Enquiries and responses will be recorded and will be posted on the city's website by Tuesday March 12, 2020 at 5pm: http://www.ci.pekin.il.us/government/city_clerk/bids.php
Questions received after the inquiry deadline will not be answered.

1.2.1 SITE VISIT

Bidders wishing to inspect the Project site in preparation for their bid proposal should contact the City's Designated Contact Person as soon as possible to arrange an appointment.

1.3 CLOSING DATE - FINAL DATE AND TIME FOR RECEIPT OF SUBMISSIONS

Sealed submissions, clearly marked on the outside of the envelope with the words "**SCHOOL BUS LEASE, Confidential – Do not Open**", will be received at the office of the City Clerk, **2:00 PM, local time on or before March 16, 2020**. Submissions will be opened publicly. Submissions must not be submitted electronically by facsimile or email. Submissions and their envelopes should be clearly marked with the name and address of the Bidder and the program title.

1.4 CONTACTS DURING THE RFP PROCESS

The Designated Contact Person for the City of Pekin is the City's only representative authorized to communicate and otherwise deal with Bidders and all Bidders must communicate and otherwise deal with that person only. Contact with any other City representative, including Members of Council, officers or employees of the City regarding this RFP or a Bidder's submission may result in that proposal being removed

from consideration for this and any future competitions.

In the case of a Bidder having a dispute with their submission being removed under this clause, a formal appeal letter must be presented to the Designated Contact Person within five working days of notice of removal, stating clearly the reason(s) that they feel that their submission should be reinstated. Under this process the Chief Administrative Officer, at his/her sole discretion, will make the final decision.

1.5 LATE SUBMISSIONS

Late submissions will not be accepted and will be returned, unopened, to the Bidder. In this case, the City has no obligation to proceed.

1.6 NO OBLIGATION TO PROCEED

Although the City fully intends at this time to proceed through the RFP process, the City is under no obligation to complete the RFP process. The receipt by the City of any information (including any submissions, ideas, plans, drawings, models or other materials communicated or exhibited by any intended Bidder, or on its behalf) shall not impose any obligations on the City.

1.7 SUBSEQUENT INFORMATION

Bidders are advised that all subsequent information regarding this RFP including any addendum will be posted on the city's website by Tuesday March 12, 2020 at 5pm:

http://www.ci.pekin.il.us/government/city_clerk/bids.php

Notification will not automatically be sent to Bidders. It is the Bidder's sole responsibility to ensure all notifications, addenda and additional information is obtained. All addenda must be acknowledged in your submission on the Certification Document.

1.8 EXAMINATION AND INTERPRETATION OF DOCUMENTS

Each Bidder shall review all RFP documents and shall promptly report and request clarification of any discrepancies, deficiencies, or errors. Any such request must be submitted by 12pm on March 10, 2020. Where such requests result in a change in the RFP, the City will prepare and issue an addendum to the RFP. Request for clarification shall only be by written request, either mailed, hand delivered, email or faxed to the City's designated contact. All requests must be submitted in accordance with clause 1.2 herein.

1.9 EVALUATION COMMITTEE

Evaluation of proposals will be by a committee formed by the City.

1.10 EVALUATION AND SELECTION

The evaluation committee will check Proposals against the mandatory criteria. Proposals not meeting all mandatory criteria will be rejected without further consideration. Proposals that meet all the mandatory criteria will then be evaluated and scored against the desirable criteria. By responding to this RFP, Bidders will be deemed to have agreed that the decision of the evaluation team will be final and binding.

1.11 DOCUMENTS

Attachments A and B must be included with the proposal (Certification Document and Questionnaire).

1.12 AUTHORIZED SIGNATOR

The proposal must be signed by the person(s) authorized to a) sign on behalf of the Bidder and b) bind the

Bidder to statements made in the RFP.

1.13 CHANGES TO PROPOSAL WORDING

The Bidder shall not change the wording of its proposal after closing and no words or comments will be added to the Proposal unless requested by the City for purposes of clarification.

1.14 BIDDER EXPENSES

Bidders are solely responsible for their own expenses in preparing a proposal and for any subsequent negotiations with the City. The City will not be liable to any Bidder for any claims, whether for costs or damages incurred by the Bidder in preparing the proposal, loss of anticipated profit in connection with any final Contract or any other matter whatsoever.

1.15 ACCEPTANCE OF PROPOSALS

This RFP is not an agreement to purchase goods or services. The City is not bound to enter into a Contract with any Bidder. Proposals will be evaluated using the mandatory and desirable criteria provided herein. The City will be under no obligation to receive further information, whether written or oral, from any Bidder.

1.16 DEFINITION OF CONTRACT

Notice in writing to a Bidder that it has been identified as a successful Bidder will not constitute a Contract. Only if a Bidder and the City enter into a subsequent full written Contract will a Bidder acquire any legal or equitable rights or privileges relative to the goods or services.

1.17 MODIFICATION OF TERMS

The City reserves the right to modify the terms of this RFP at any time in its sole discretion. This includes the right to cancel this RFP at any time without entering into a Contract.

1.18 OWNERSHIP OF PROPOSALS

All documents, including Proposals, submitted to the City become the property of the City. They will be received and held in confidence by the City, subject to the provisions of the Illinois Freedom of Information Act.

1.19 INTERVIEWS WITH BIDDERS

The City reserves the right to interview any or all Bidders, subsequent to submission of all proposals.

2.0 SERVICES

2.1 SCOPE OF WORK

The following is a general scope of work for the busses that should be addressed by Bidders' proposals:

In addition to State and Federal motor vehicle Requirements:

Specifications for 24+5 Wheel Chair and 53+2 Wheel Chair Busses

Chassis

- TO SPEC • 2021 Model Year 24+5/53+2 Passenger Conventional School Bus Chassis
- TO SPEC • Frame 50,000PSI Strength or greater
- TO SPEC • Front and rear tow hooks
- TO SPEC • Bus must be equipped with Electronic Stability and Traction Control

Engine and Related Equipment

- TO SPEC • Engine must be a gasoline powered V8 8.8L V8 GASOLINE ENGINE
- TO SPEC • Engine must have a minimum peak torque of 550 ft. lbs.
- TO SPEC • Engine must be warranted by the bus manufacturer, third party engine warranties will not be accepted
- TO SPEC • Single stainless steel horizontal exhaust system.
- TO SPEC • Electronic Cruise Control
- TO SPEC • 750 Watt or greater engine block heater, with battery trickle charger wired in parallel
- TO SPEC • -40 Degree Antifreeze
- TO SPEC • Dry Element air cleaner with restriction gauge, and pre-filter system
- TO SPEC • Locking exterior electrical panel with wiring schematic attached to door
- TO SPEC • All Ignitions must be keyed alike

Transmission

- TO SPEC • Must have Allison Electronic 6 Speed transmission
- TO SPEC • Transmission must have park pawl
- TO SPEC • Transmission must have synthetic fluid
- TO SPEC • Must have a 7 year transmission warranty

Axles and Suspension

- TO SPEC • 29,000 Lb or greater GVWR Minimum
- TO SPEC • Minimum 10,000 Lb front axle
- TO SPEC • Minimum 19,000 Lb Rear Axle
- TO SPEC • Synthetic lubricant in front wheel bearings
- TO SPEC • Must have rear air ride suspension AIRRIDE ON 24+5, 53+2 WILL HAVE SPRING SUSPENSION

Tires

- TO SPEC** • Front- 225/70R22.5 On Hwy Type 53 +2WC WILL HAVE 11r TIRES
- TO SPEC** • Rear- 255/70R22.5 Mud and Snow 53+2WC WILL HAVE 11r TIRES

Wheels

- TO SPEC** • Steel Wheels with balanced tire assembly

Brakes

- TO SPEC** • Four wheel disc brakes with four channel anti-lock brake system
- TO SPEC** • Dust Shields
- TO SPEC** • Rotors must be able to be removed without removing tone ring
- TO SPEC** • Parking brake to be pinion mounted or similar

Steering

- TO SPEC** • Power Steering
- TO SPEC** • Tilt Steering Wheel

Electronics/Electrical

- TO SPEC** • Minimum 325 amp alternator
- TO SPEC** • Body and Chassis electrical must have manual reset circuit breakers
- TO SPEC** • Light check system must allow one person to be able to check all exterior lights
- TO SPEC** • Headlights must require no tools for replacement
- TO SPEC** • Headlights/tail lights must automatically turn on with windshield wipers
- TO SPEC** • Headlight buzzer to indicate headlights are on with key off.
- TO SPEC** • Wiring to be color coded and numbered
- TO SPEC** • Wiring must have a grommet where it passes through metal
- TO SPEC** • 3 batteries with a minimum of 1900 CCA
- TO SPEC** • Battery enclosure must be able to lock and have an easy access pull out tray
- TO SPEC** • Battery disconnect switch located in the battery box

Fuel Tank

- TO SPEC** • Minimum of 60 Gallons
- TO SPEC** • Fuel gauge sender access plate

Instrumentation

- TO SPEC** • Instrument cluster to include: Engine Hours, Oil Pressure, Temperature, Speedometer, Tachometer, Amp Meter, and Voltage Meter gauges as well as a Brake Warning Light and Alarm

Front Bumper

- TO SPEC** • Front bumper shall be full width and must extend to outer edge of front fenders, and black in color
- TO SPEC** • Front bumper must be of sufficient strength to permit pushing a vehicle of equal weight and not create permanent structural damage
- TO SPEC** • Electronic Crossing arm with 72" yellow poly type arm to be integrated into bumper and held in by magnet when not in use

Rear Bumper

- TO SPEC • 12" Height and at least 3/16" thick steel
- TO SPEC • Painted or Powder Coated Black

Hood

- TO SPEC • Fiberglass construction and less than 5 pounds of lifting force to open
- TO SPEC • Splash guards to limit road grime in the engine compartment

Body Requirements**Body Construction**

- TO SPEC • Exterior Painted School Bus Yellow with black trim and roof painted white
- TO SPEC • Minimum head room in passenger compartment of 78"
- TO SPEC • Body must be fastened to chassis with Grade 8 bolts and have anti-loosening precautions
- TO SPEC • Must have full length black rub rails
- TO SPEC • Roof panels must be one piece from window to window and warranted against leaking for the entirety of the lease
- TO SPEC • Full length rain gutters
- TO SPEC • Fluorescent reflective tape around the perimeter of: All Kick Out Windows, Roof Hatches, Rear Emergency Door, and Rear end of bus
- TO SPEC • Fluorescent reflective 2" tape stripe down each side of bus
- TO SPEC • Fluorescent reflective tape for "School Bus" signs front and rear
- TO SPEC • All amber and red reflectors on the front, side, and rear to be Fluorescent reflective tape
- TO SPEC • Braun NL919FIB Lift (Or Similar) To Be Mounted Right Side Rear Of Bus

Doors

- TO SPEC • Entrance door to be outward opening and electronically operated, No manual doors
- TO SPEC • Top and bottom glass of door to be interchangeable
- TO SPEC • Entrance door open/close switch to be in drivers switch panel
- TO SPEC • Entrance door to only open when bus is stopped
- TO SPEC • All entrance doors to be keyed and keyed alike
- TO SPEC • Entrance step risers to be 9" or less and equal in height
- TO SPEC • Stepwell to be undercoated
- TO SPEC • Dual stainless steel grab rails aft of the entrance door.
- TO SPEC • Rear vandal lock to have buzzer and ignition interlock to prevent bus from starting if door is locked

Windshield and Windows

- TO SPEC • 3 piece flat glass windshield with no center post
- TO SPEC • Windshield to be roped in for ease of replacement
- TO SPEC • Wipers to have control on turn signal stalk and have at least 5 intermittent speeds
- TO SPEC • Side and rear passenger windows to be tinted

Emergency Exits

- TO SPEC • Four push out emergency exit windows 2 ON 24+5 DUE TO SIZE OF BUS
- TO SPEC • Two emergency roof hatches with alarm.
- TO SPEC • Rear center emergency door must conform to FMVSS217 for emergency exits and lower glass

Safety Equipment

- TO SPEC • 5 Lb. Fire extinguisher mounted on the floor of driver's area
- TO SPEC • Triangle reflector kit to be secured behind driver's seat
- TO SPEC • 10 unit first aid kit mounted to the front header
- TO SPEC • 107-112db backup alarm activated by reverse gear selection
- TO SPEC • Front and Rear composite Automatic reflective stop arm with strobing LED lights which operate with opening of entry door
- TO SPEC • Post Trip Monitor: System accessory controlled, with alarm disable at rear of bus by lifting emergency exit handle
- TO SPEC • Noise suppression switch to be dash mounted, switch must disable: Heater motors, defroster fan, and radio

Seats and Upholstery

- TO SPEC • Driver's seat to be a heated air ride seat with right side arm rest
- TO SPEC • Driver's seat belt must be blaze orange
- TO SPEC • First row of seats on each side to have built in child seats
- TO SPEC • Entire right and left sides of bus to be tracked with **applicable number** of seats installed in track
- TO SPEC • 39" seat belt ready high back seats upholstered in gray vinyl
- TO SPEC • 4 rows of "L" track mounted in floor and 1 above windows where applicable
- TO SPEC • 2 year warranty on seat vinyl and 4 year warranty on seat foam
- TO SPEC • Seats must be IMMI safeguard exchange seats or similar
- TO SPEC • Gray shoulder pads, and 5" fire block upholstered header pad above emergency door
- TO SPEC • Padded 39" wide right and left barriers at bus entrance
- TO SPEC • White safety edge on all entrance steps
- TO SPEC • Flat floor design required **FLAT FLOOR ON 24+5WC 53 +2WC WILL HAVE WHEEL WELLS**

Heaters and, Conditioning, and Defrost

- TO SPEC • Two defrost fans (Right and left)
- TO SPEC • 90K BTU or greater Drivers heater
- TO SPEC • 50K BTU or greater Right front heater
- TO SPEC • 80K BTU or greater wall mounted heater
- TO SPEC • 120K BTU or greater front and rear bulkhead mounted air conditioning
- TO SPEC • Auxiliary coolant booster pump mounted under the hood
- TO SPEC • Two heater coolant cut-off valves under the hood
- TO SPEC • One heater coolant cut off valve in driver's area
- TO SPEC • Driver's switch panel should have switches to control heater temp, air flow, and recirculation control
- TO SPEC • Defrost vent should be full width of windshield and include driver's window vent

Lights and Electrical

- TO SPEC • Double row of dome lights over window sections
- TO SPEC • Driver's dome light to have separate control
- TO SPEC • Two 7" combination brake and tail lights
- TO SPEC • Two 7" combination clear backup lights
- TO SPEC • Two 4" combination brake and tail lights
- TO SPEC • 7" amber turn signals on front and rear
- TO SPEC • LED clearance and marker lights in front and rear headers
- TO SPEC • 8 Way flasher light system with black background and visors
- TO SPEC • 8 way light system to be wired to the chassis multiplex system
- TO SPEC • Strobe light, single flashing **LIGHT WILL BE L.E.D.**
- TO SPEC • Protected LED turn indicators mounted on each side of the body.
- TO SPEC • Protected LED marker and cluster lights which meet federal and state requirements
- TO SPEC • 12v outlet in driver's area
- TO SPEC • Cross gate interrupt switch
- TO SPEC • AM/FM/CD/PA with at least 4 speakers
- TO SPEC • Rubber radio antenna
- TO SPEC • Bus to be wired for Two-Way Radio and Camera System with fuse block in electrical panel

Mirrors

- TO SPEC • 6" x 30" Interior Mirror with padded edges
- TO SPEC • 6" x 30" Sun visor
- TO SPEC • Heated and Power remote exterior rear view mirrors
- TO SPEC • Left mirror must be visible through driver's side window
- TO SPEC • Heated convex cross view mirrors with metal support in hood
- TO SPEC • All heating wiring must be integral to mirror frames

Miscellaneous Requirements

- TO SPEC • Illinois Inspection sticker must be present on unit at time of delivery
- TO SPEC • Front and rear mud flaps, rear must have anti-sail design
- TO SPEC • Rubber rear fender extensions
- TO SPEC • Complete body undercoating before and after install onto chassis
- TO SPEC • Registration certificate holder
- TO SPEC (GATEKEEPER) PER YOUR SPECS • Digital Video Recording System with Five (5) Interior Cameras (1) on Front Bulk Head Facing Rear, (1) on Rear Bulk Head Facing Forward, (1) Mid-ship Facing Back, (1) Over Driver Facing Entrance Door, (1) Facing out Front Windshield (drivers View) and (2) Exterior Stop Arm Cameras
- TO SPEC • Back Up Camera System With Playback In 6' X 30' Interior Mirror
- TO SPEC • Please Include a copy of the floor plan of busses for review

Service and Warranty

- TO SPEC • Awarded Lessor MUST Provide a regularly scheduled technician weekly for bus warranty work/repairs on site at 1130 Koch Street Pekin, IL 61611
- TO SPEC • 5 Year 100,000 Mile Extended Tow Warranty, Warranty To Cover Body, Chassis, and Engine Failures

- TO SPEC** • 5 Year Full Body Chassis Warranty For Term and Mileage of Lease (excluding regular maintenance items)
- TO SPEC** • All City Of Pekin Bus Department Required Lettering per 625 ILCS 5/12-802 requirements listing "PEKIN MUNICIPAL BUS DEPARTMENT" and bus ID numbers.
- TO SPEC** • Erratic Driving Decal With Phone Number
- TO SPEC** • License And Title To Be Included In Bid Price
- TO SPEC** • Guaranteed delivery date (**to be specified on bid**). Guaranteed delivery date means the buses will be Delivered TO Pekin Bus Garage On or Before Specified Date
- TO SPEC** • Lease must be Written for a 5 year term with a Minimal annual mileage allowance of 15,000 miles per year
- All Diagnostic software for the entirety of the lease period
- ON LINE** • Documentation: Manuals and catalogs (hardcopy and, if available, equivalent Flash Drive or CD's)
- ON LINE** • A FACTORY service and parts manual for chassis, body, drive train and auxiliary equipment, complete with all supplements.

2.2 PROPOSED SCHEDULE

The following activities and dates are proposed by the City and shall be considered by the Bidders in the preparation of their Proposal.

Activity	Proposed Date
Issue RFP	March 2, 2020
Questions on RFP due	March 10, 2020
Close RFP	March 16, 2020
Selection of preferred Bidder	By March 18, 2020
Delivery Of Busses	TBD by Contract

3.0 EVALUATION CRITERIA

3.1 EVALUATION PROCESS

Proposals will be checked against the mandatory criteria. Submissions not meeting all mandatory criteria will be rejected without further consideration. Submissions that do meet all the mandatory criteria will then be assessed and scored against the desirable criteria.

3.2 MANDATORY CRITERIA

The following are mandatory criteria. Proposals not clearly demonstrating that they meet all the mandatory criteria will receive no further consideration during the evaluation process.

Item	Mandatory Criteria
a)	Complete Proposal (with cost estimate and appendices—see Section 4.2) must be received at the closing location by the specified closing date and time.
b)	Certification Document and Questionnaire completed.
c)	The correct number of copies of the proposal must be submitted.

3.3 DESIRABLE CRITERIA

Proposals meeting the mandatory requirements will be further assessed against the criteria outlined in the SCORECARD, a copy of which is contained in Attachment C.

By responding to this RFP, Bidders will be deemed to have agreed that the decision of the Evaluation Team will be final and binding. It is the Bidder's responsibility to ensure that their submitted proposal addresses all evaluation criteria to receive full consideration.

4.0 PROPOSAL FORMAT

4.1 NUMBER OF COPIES

Three (3) copies of the Proposal must be submitted.

4.2 FORMAT AND SEQUENCE

The following format and sequence must be followed in order to provide consistency in Bidder proposals and ensure each Proposal receives full consideration.

- Minimum font size of 12.
- All pages are to be consecutively numbered.
- Transmittal/Cover Letter
- Proposal
- Cost Estimate Summary
- Proposal Appendices
- Bidder's Certification and Questionnaire Documents (signed by authorized company representative where applicable)
- Copy of insurance coverage

The main body of the proposal must address and be organized under the following headings:

1. Understanding of the objectives and Bidder's approach to meeting those objectives:
 - The Proposal should demonstrate a clear and coherent understanding of the City's requirements and needs and the opportunities and challenges that may surface during the period of the

Contract.

- Indicate why you are interested in the City as a client.

2. Bidder Experience:

- Provide details of consultant's experience that is relevant to the City's needs and objectives.
- Demonstrate quality control and management techniques used by the firm to complete projects within budget and on time.
- Provide examples of successful project delivery by key staff members.
- Indicate local knowledge and experience.
- Examples of innovative or non-traditional approaches to solving problems.
- Identify number of years Bidder has been in business.

43 YEARS

ATTACHMENT A - CERTIFICATION DOCUMENT

Certification

We have carefully read and examined the RFP document and have conducted such other investigations as were prudent and reasonable in preparing this Proposal.

We certify that the statements made in this proposal are true and complete. These statements represent our proposal to the City of Pekin. We agree to be bound by statements and representations made in this proposal.

Print Company Name: MIDWEST TRANSIT EQUIPMENT, INC.

Company Address: 146 W. ISSERT DR KANKAKEE, IL 60901

Print Name and Title of Authorized Signing Officers: MATT LAWRENCE

Signature of Authorized Signing Officer: _____

Telephone Number: 800-933-2412 Fax Number: 815-933-3966

E-mail address: MATT.LAWRENCE@MIDWESTTRANSIT.COM

Signed this 16TH day of MARCH, ²⁰²⁰~~2018~~

ATTACHMENT C – SCORECARD

1. **Understanding Our Objectives** – How well has the Bidder demonstrated that they understand our unique objectives and circumstances?

10	8	6	4	2
High level of understanding, we're on the same wavelength			They are treating this as a generic project	

2. **Proposals Thoroughness & Approach** – How well does the Bidders' approach address our objectives and circumstances?

10	8	6	4	2
Excellent approach – covers all the bases in a logical manner			Their approach is narrowly focused – City staff will have to cover numerous other elements	

3. **Firm Qualifications & Experience** – What company resources is the Bidder willing to commit to Pekin and how well can the Bidders team deliver the goods to ensure successful projects?

10	8	6	4	2
Excellent Team with the right combination of experience, skills and local knowledge. The team is well led			Weaknesses noted in experience and skills. Capacity to meet deadlines is a concern	

4. **References** – What is the Bidders' track record in other similar sized communities?

10	8	6	4	2
Outstanding – a lot of experience and consistently satisfied clients			Not a lot of experience and/or some client dissatisfaction	

5. **Product Capabilities** -- How well does the product capabilities fulfill our current and anticipated future needs?

20	15	10	5	0
Highly capable – all elements are well covered			Narrow range - basic support	

6. **Trustworthiness** -- How confident are we that we can place our trust in the Bidder and the core team members to always act in the best long-term interests of the City (rather than their own short-term self-interest)?

10	8	6	4	2
High Level of Trust			Low Level of Trust	

7. **Post Installation Customer Support** -- What does the Bidder's post installation support and approach look like?

20	15	10	5	0
Highly capable, systematic and organized			Hit or miss	

8. **Overall Impression** -- What is the reviewers overall impression of the suitability of the Bidder for this project?

10	8	6	4	2
Highly Impressed		Moderately impressed		Not very impressed

Total Score ____ / 120

Reviewed by: ____

Proposal Submitted by: _____



REQUEST FOR COUNCIL ACTION

Agenda Date: March 23, 2020
To: Council Members
From: Michael Guerra, City Engineer

AGENDA ITEM: Agreement with Hanson Professional Services for assistance on purchase of ROW for Allentown Rd.

ACTION REQUESTED: Approve the Agreement.

DESCRIPTION: This agreement is for assistance from Hanson Professional Services (Hanson) to negotiate the purchase of right of way (ROW) needed for the Allentown Roadway improvements. The City staff has tried to purchase the necessary property needed for the past several years. Hanson has the dedicated expert staff with the purchasing of ROW that will assist the City with this project. The City received Highway Safety Improvement Program (HSIP) funding in 2014 to improve the curve on Allentown to make it a safer roadway. While the funds the City received for this project do not expire, the City needs to advance this project to construction. However due to stalled negotiations, locating owners, and other City priorities, City staff has not been able to complete the purchase of ROW needed for this project. At this time and projecting into the near future, the City staff will not have the necessary personnel or time to complete the purchase of the right of way and would recommended approving this agreement for the assistance. If the Council wishes not to approve this agreement, it would be recommend to cancel this project and forfeit the funding the City received for this project. This would include refunding Illinois Department of Transportation \$31,553.96 that the City received for engineering.

FINANCIAL IMPACT: This agreement is for an amount not to exceed of \$8,500.

Requested Amount: \$8,500
 Line Item: 445-041-561200
 Budgeted Amount: \$200,000
 Remaining Funds: \$197,860

IMPACT IF APPROVED: The agreement will be approved and Hanson will assist the City with negotiating the purchase of the ROW needed for the Allentown Road Project. The purchase of the ROW will allow the project to advance to the construction phase.

IMPACT IF DENIED: The agreement will not be approved and City will forfeit the Highway Safety Improvement Program (HSIP) funding the City received. This will require the City to refund IDOT the \$31,553.96 it received for the design of the project.

ALTERNATIVES: Seek the assistance from another firm.

RELATED TO THE 2019-2021 CITY COUNCIL GOALS:

X	5 Year CIP. The Five-Year Capital Improvement Plan reflects all current and future capital improvement needs of the City of Pekin. The Plan is designed to be updated annually by staff and submitted to the Council for review and approval prior to the annual budget process.
	Enhance Code Enforcement Services. The Council understands the importance of a strong Code Enforcement Program in that it has an impact on many facets of living and doing business inside the City of Pekin.
	Business Friendly Community. The Council strives to bring new businesses to Pekin while helping to maintain and expand all existing businesses. It is therefore essential to work cooperatively to make Pekin a "Business-Friendly" Community.
	Efficient and Effective Municipal Operations. A fundamental responsibility of elected officials, City Staff and Employees is the exercise of good stewardship over public funds. Therefore, it is important that municipal services be delivered with maximum efficiency and

	effectiveness
	Police & Fire Pension Obligation. To meet the 90% funding level by the year 2040 it is essential the City plan carefully and maintain financial discipline to meet its \$63 million dollar obligation.
	Employee Residency. It is the goal of the Council to develop a policy that encourages more full-time non-union employees who participate in a City funded pension program to reside within the city limits of Pekin.

REQUIRED SIGNATURES**Finance Department** (Certification of Availability of Funds):**Bruce Q Marston**

Bruce Q Marston, Finance Director

3/18/2020

Date:

City Manager:**Mark A. Rothert**

Mark A. Rothert, City Manager

3/19/2020

Date:

**Hanson Professional Services Inc.
PSA C- 20L0054**

THIS PROFESSIONAL SERVICES AGREEMENT (PSA) is made this 23rd day of March, 2020, between City of Pekin, subsequently referred to as "Client," and Hanson Professional Services Inc., subsequently referred to as "Hanson."

By joining in this PSA, Client retains Hanson to provide professional services in connection with the Allentown Road Realignment , subsequently referred to as "Project."

By this PSA, the scope of Hanson's services on Project is limited to that described in Attachment A.

The attached General Conditions (C/S Rev. 7) are incorporated into and made a part of this PSA.

Client agrees to compensate Hanson for providing the above services in the manner described in Attachment B.

Client and Hanson hereby agree to and accept the terms and conditions stated above, including terms and conditions stated in the attached General Conditions, the receipt of which is acknowledged.

Hanson Professional Services Inc.

Client

By: _____

By: _____

Title: Vice President

Title: _____

Date: March 11, 2020

Date: _____

Attachment: AGR-Allentown_ROW-20200311 (2097 : Agreement with Hanson Professional Services for assistance on purchase of ROW for

Attachment A – Scope of Services

PSA C- 20L0054

Effective Date: 3/23/2020

Project Description:

The City of Pekin plans to re-align part of Allentown Road. Additional right-of-way and temporary construction easements are required for the project.

Services:

The Scope of Services to be provided is limited to the following:

- A. Land Acquisition - Provide negotiation services for five (5) parcels.
 - 1. Review paperwork previously prepared by the city
 - i. Parcel plats & legal descriptions
 - ii. Offer and conveyance documents
 - 2. Request Updated title work from First Community Title
 - 3. Negotiation Services:
 - i. Hanson will initiate negotiations upon the Client's notification to proceed.
 - ii. Services will include the preview and update of offer documents and conveyance documents appropriate for the nature of property ownership. This effort will include an attempt to present the offer package in person to the property owner, if the property owner or their representatives is located near the project site, and a minimum of three personal contacts per parcel, if required, to reach a negotiated settlement.
 - iii. In the event that settlement is reached, Hanson's negotiation efforts will be considered complete when the conveyance documents are delivered to the Client for approval and payment. In the event that settlement is not reached, Consultant's negotiation effort will be considered complete when each parcel is referred to the Client for condemnation after attempts to negotiate the acquisition have failed and 120 days for the offer date have expired.
 - 4. Complete parcel and project compliance for IDOT certification
 - 5. Assumptions:
 - i. Taylor will donate the updated temporary easement
- B. Project management
 - 1. Financial and schedule control
 - 2. Client coordination

Attachment B – Charges for Services

PSA C- 20L0054

Effective Date: 3/23/2020

Basis of Charges:

Charges for professional services performed by our firm for all services listed in the Scope of Services will be made on the basis of Hanson's direct labor costs times a factor of 3.0, plus reimbursable project expenses. Billings will be issued at least monthly, and will be based upon total services completed and expenses incurred at the time of the billing.

Cost of Services:

The total cost to accomplish the Scope of Services for this project will be \$8,500. Hanson agrees not to exceed \$8,500 without prior notification to the Client.

Attachment: AGR-Allentown_ROW-20200311 (2097 : Agreement with Hanson Professional Services for assistance on purchase of ROW for

General Conditions

Hanson Agreement: C20L0054

Agreement Date: March 23, 2020

Project Name: Allentown Road ROW

1. Invoices: Charges for services will be billed at least as frequently as monthly, and at the completion of the Project. CLIENT shall compensate HANSON for any sales or value added taxes which apply to the services rendered under this agreement or any addendum thereto. CLIENT shall reimburse HANSON for the amount of such taxes in addition to the compensation due for services. Payment of invoices shall not be subject to any discounts or set-offs by the CLIENT unless agreed to in writing by HANSON. Invoices are delinquent if payment has not been received within 30 days from date of invoice. There will be an additional charge of 1 1/2 percent per month compounded on amounts outstanding more than 30 days. All time spent and expenses incurred (including attorney's fees) in connection with collection of any delinquent amount will be paid by CLIENT to HANSON per HANSON's current fee schedules.

2. Termination: This Agreement may be terminated by either party upon written notice. Any termination shall only be for good cause such as legal, unavailability of adequate financing or major changes in the scope of services. In the event of any termination, HANSON will be paid for all services and expenses rendered to the date of termination on a basis of payroll cost times a multiplier of 3.0 (if not previously provided for) plus reimbursable expenses, plus reasonable termination expenses, including the cost of completing analyses, records, and reports necessary to document job status at the time of termination.

3. Reuse of Documents: All documents including reports, drawings, specifications, and electronic media furnished by HANSON pursuant to this Agreement are instruments of its services. They are not intended or represented to be suitable for reuse by CLIENT or others on extensions of this project, or on any other project. Any reuse without specific written verification or adaptation by HANSON will be at CLIENT's sole risk, and without liability to HANSON, and CLIENT shall indemnify and hold harmless HANSON from all claims, damages, losses

and expenses including court costs and attorney's fees arising out of or resulting there from. Any such verification or adaptation will entitle HANSON to further compensation at rates to be agreed upon by CLIENT and HANSON.

4. Standard of Care: Services performed by HANSON under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other representation expressed or implied, and no warranty or guarantee is included or intended in this Agreement, or in any report, opinion, document or otherwise. Nothing in this Agreement is intended to create, nor shall it be construed to create, a fiduciary duty owed by either party to the other party. Hanson is not acting as a municipal advisor to CLIENT as defined by the Securities and Exchange Commission.

5. General Liability Insurance and Limitation: HANSON is covered by general liability insurance for bodily injury and property damage arising directly from its negligent acts or omissions, with limits which HANSON considers reasonable. Certificates of insurance shall be provided to CLIENT upon request in writing. HANSON shall not be responsible for any loss, damage or liability beyond the amounts, limits and conditions of such insurance. HANSON shall not be responsible for any loss, damage or liability arising from any act or omission by CLIENT, its agents, staff, other consultants, independent contractors, third parties or others working on the Project over which HANSON has no supervision or control.

6. Suspension of Services: If CLIENT fails to make payments when due or otherwise is in breach of this Agreement, HANSON may suspend performance of services upon five (5) calendar days' notice to CLIENT. HANSON shall have no liability whatsoever to CLIENT, and CLIENT agrees to make no claim for any delay or damage as a result of such suspension.

7. Consequential Damages: Notwithstanding any other provision of this Agreement, and to the fullest

extent permitted by law, neither CLIENT nor HANSON, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for incidental, indirect, or consequential damages arising out of or connected in any way to this Project or this Agreement. This mutual waiver of consequential damages shall include, but not be limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation and any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict and implied warranty. Both CLIENT and HANSON shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in the Project.

8. Contingency Fund: The Client and Hanson acknowledge that changes may be required during construction because of possible omissions, ambiguities or inconsistencies in the plans and specifications and, therefore, that the costs of the project may exceed the construction contract sum. The Client agrees to set aside a reserve in the amount of Five Percent (5%) of the actual project construction costs as a contingency reserve to be used, as required, to pay for any such increased project costs. The Client further agrees to make no claim by way of direct or third-party action against Hanson or sub-contractors and subconsultants with respect to any payments within the limit of the contingency reserve made to the construction contractors because of such changes or because of any claims made by the construction contractors relating to such changes.

9. Additional Limitation: In recognition of the relative risks and benefits of the Project to both the CLIENT and HANSON, the risks have been allocated such that the CLIENT agrees that for the compensation herein provided HANSON cannot expose itself to damages disproportionate to the nature and scope of HANSON's services or the compensation payable to it hereunder. Therefore, the CLIENT agrees to limit its remedies against HANSON arising from HANSON's professional acts, errors or omissions, in any action based on strict liability, breach of contract, negligence or any other cause of action, such that the total aggregate amount of the CLIENT's damages shall not exceed \$50,000 or HANSON's total net fee for services rendered on the Project, whichever is greater. This limitation pertains to HANSON and to its subcontractors and subconsultants, and applies as a single aggregate amount to all work performed under the Agreement,

including all work performed under an amendment or modification. If CLIENT desires a limit greater than that provided above, CLIENT and HANSON shall include in this Agreement the amount of such limit and the additional compensation to be paid to HANSON for assumption of such additional risk. CLIENT must notify HANSON in writing, before HANSON commences any services, of CLIENT's intention to negotiate a greater limitation of remedies against Hanson and its associated impact on services, schedules, and compensation. Absent CLIENT's written notification to the contrary, HANSON will proceed on the basis that the total remedies against HANSON is limited as set forth above.

10. Personal Liability: It is intended by the parties to this Agreement that HANSON's services in connection with the Project shall not subject HANSON's individual employees, officers or directors to any personal legal exposure for the risks associated with this Project. Therefore, and notwithstanding anything to the contrary contained herein, the Client agrees that as the Client's sole and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against HANSON, a Delaware corporation, and not against any of HANSON's individual employees, officers or directors.

11. Assignment: Neither party to this Agreement shall transfer, sublet, or assign any rights or duties under or interest in this Agreement, including but not limited to monies that are due or monies that may become due, without the written consent of the other party. Subcontracting to subconsultants, normally contemplated by HANSON as generally accepted business practice, shall not be considered an assignment for purposes of this Agreement.

12. Statutes of Repose and Limitation: All legal causes of action between the parties to this Agreement shall accrue and any applicable statutes of repose or limitation shall begin to run not later than the date of Substantial Completions. If the act or failure to act complained of occurs after the date of Substantial Completion, then the date of final completion shall be used, but in no event shall any statute of repose or limitation begin to run any later than the date HANSON's services are completed or terminated.

13. Dispute Resolution: In an effort to resolve any conflicts that arise during the design and construction of this Project or following completion of this Project, the CLIENT and HANSON agree that all disputes between them arising out of or relating to this



Agreement or this Project shall be submitted to nonbinding mediation.

14. Authority and Responsibility: HANSON shall not guarantee the work of any Contractor or Subcontractor, shall have no authority to stop work, shall have no supervision or control as to the work or persons doing the work, shall not have charge of the work, and shall not be responsible for safety in, on, or about the job site or have any control of the safety or adequacy of any equipment, building component, scaffolding, supports, forms or other work aids.

15. Right of Entry: CLIENT shall provide for HANSON's right to enter property owned by CLIENT and/or others in order for HANSON to fulfill the scope of services for this Project. CLIENT understands that use of exploration equipment may unavoidably cause some damage, the correction of which is not the responsibility of HANSON.

16. Utilities: CLIENT shall be responsible for designating the location of all utility lines and subterranean structures within the property line of the Project. CLIENT agrees to waive any claim against HANSON, and to defend, indemnify and hold harmless from any claim or liability for injury or loss arising from HANSON or other persons encountering utilities or other man-made objects that were not called to HANSON's attention or which were not properly located on plans furnished to HANSON. CLIENT further agrees to compensate HANSON for any time or expenses incurred by HANSON in defense of any such claim, in accordance with HANSON's prevailing fee schedule and expense reimbursement policy.

17. Job Site: Services performed by HANSON during construction will be limited to providing assistance in quality control and to deal with questions by the CLIENT's representative concerning conformance with drawings and specifications. This activity is not to be interpreted as an inspection service, a construction supervision service, or guaranteeing the Contractor's performance. HANSON will not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs. HANSON will not be responsible for the Contractor's obligation to carry out the work in accordance with the Contract Documents. HANSON will not be considered an agent of the owner and will not have authority to direct the Contractor's work or to stop work.

18. Opinions of Cost: Since HANSON has no control over the cost of labor, materials or equipment or over a Contractor's method of determining prices, or over competitive bidding or market conditions, its opinions of probable Project cost or construction cost for this Project will be based solely upon its own experience with construction, but HANSON cannot and does not guarantee that proposals, bids or the construction cost will not vary from its opinions of probable costs. If the CLIENT wishes greater assurance as to the construction cost, he shall employ an independent cost estimator.

19. Shop Drawing Review: CLIENT agrees that HANSON's review of shop drawings, when such review is included in the scope of services, shall be solely for their conformance with HANSON's design intent and conformance with information given in the construction documents. HANSON shall not be responsible for any aspects of a shop drawing submission that affect or are affected by the means, methods, techniques, sequences and operations of construction, safety precautions and programs incidental thereto, all of which are the Contractor's responsibility. The Contractor will be responsible for lengths, dimensions, elevations, quantities and coordination of the work with other trades. CLIENT warrants that the Contractor shall be made aware of his responsibilities to review shop drawings and approve them in these respects before submitting them to HANSON.

20. Record Drawings: CLIENT agrees that HANSON's preparation of record drawings, when such preparation is included in the scope of services and such preparation is based on information furnished by the Contractor and/or other third parties, will be made under the assumption that all furnished information is reliable and that HANSON cannot and does not warrant the accuracy of the furnished information. In the event that the scope of services additionally provides for HANSON to conduct surveys, investigations, and field measurements to collect or verify the information needed for the record drawings, HANSON will conduct such services with the standard of care as set forth in these General Conditions

21. Confidentiality: Each party shall retain as confidential, all information and data furnished to it by the other party which are designated in writing by such other party as confidential at the time of transmission, and are obtained or acquired by the receiving party in connection with this Agreement,



and said party shall not disclose such information to any third party.

22. Third Party Beneficiaries: Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either CLIENT or HANSON. HANSON's services under this Agreement are being performed solely for the CLIENT's benefit, and no other party or entity shall have any claim against HANSON because of this Agreement or the performance or nonperformance of services hereunder. CLIENT and HANSON agree to require a similar provision in all contracts with contractors, subcontractors, subconsultants, vendors, and other entities involved in this Project to carry out the intent of this provision.

23. Severability: If any term or provision of this Agreement is held to be invalid or unenforceable under any applicable statute or rule of law, such holding shall be applied only to the provision so held, and the remainder of this Agreement shall remain in full force and effect.

24. Survival: Notwithstanding completion or termination of the Agreement for any reason, all rights, duties, obligations of the parties to this Agreement shall survive such completion or termination and remain in full force and effect until fulfilled.

25. Entire Agreement: This Agreement is the entire Agreement between the CLIENT and HANSON. It supersedes all prior communications, understandings and agreements, whether written or oral. Both parties have participated fully in the preparation and revision of this Agreement, and each party and its counsel have reviewed the final document. Any rule of contract construction regarding ambiguities being construed against the drafting party shall not apply in the interpreting of this Agreement, including any Section Headings or Captions. Amendments to this Agreement must be in writing and signed by both CLIENT and HANSON.

26. Modification to the Agreement: CLIENT or HANSON may, from time to time, request modifications or changes in the scope of services to be performed hereunder. Such changes, including any increase or decrease in the amount of HANSON's compensation, to which CLIENT and HANSON mutually agree shall be incorporated in this Agreement by a written amendment to the Agreement.

27. Governing Law: This Agreement shall be governed by and interpreted pursuant to the laws of the State of Illinois.



REQUEST FOR COUNCIL ACTION

Agenda Date: March 23, 2020
To: Council Members
From: Michael Guerra, City Engineer

AGENDA ITEM: Resolution No. 71-19/20 for Commitment for PPUATS Call for Projects

ACTION REQUESTED: Approve and Adopt the Resolution.

DESCRIPTION: The Peoria/Pekin Urbanized Area Transportation Study (PPUATS) is the Metropolitan Planning Organization (MPO) for the Pekin area. One of the responsibilities of the MPO is to allocate the federal Surface Transportation Urban (STU) funding to the planning area for improvements to the transportation network. This allocation of funding is based on a competitive selection process from submission of projects from members of PPUATS. At this time, PPUATS has issued a call for projects for the State fiscal years of FY22-23 & FY23-24 with approximately \$6.3 Million available for programing. In order to distribute funding to the most projects, PPUATS will fund 70% of the estimated construction cost and the City will be responsible for the remaining 30% of construction and all of the engineering. Therefore, this resolution is required for submission of applications to confirm that the City will commit to funding their share of the projects if selected.

The Engineering Department will be submitting two projects for PPUATS consideration. The first project will be an improvement of Court Street from Parkway Drive to Stadium Drive. This improvement will consist of reconstructing the intersection of Parkway and Court Street, the installation of signals at Stadium Drive and improvements to the section of Court Street between these two intersections. The estimated cost for construction is \$2.7 Million in which 70% would be funded with PPUATS.

The second project that will be submitted by the Engineering Department will be improvement to Derby Street from 14th to 7th Street. This will be reconstruction of the intersection with 14th and then improvements along Derby that were suggested in the Derby Street Corridor study to 7th Street. The estimated construction cost for this project is \$3.15 million in which 70% will be funded with PPUATS funding if selected.

FINANCIAL IMPACT: If one of the City projects is selected, this resolution will commit the City to fund the engineering, purchase of any ROW needed and 30% of the construction cost in the future fiscal years.

Requested Amount: Dependent on project if selected.
 Line Item: 445-041-580500 or 240-240-580500 Street Construction
 Budgeted Amount: Will be programmed in future City Budgets
 Remaining Funds:

IMPACT IF APPROVED: The City staff will complete the applications for submission to PPUATS for consideration.

IMPACT IF DENIED: The City will not submit applications to PPUATS as this resolution is a requirement for the applications.

ALTERNATIVES: None

RELATED TO THE 2019-2021 CITY COUNCIL GOALS:

X	5 Year CIP. The Five-Year Capital Improvement Plan reflects all current and future capital improvement needs of the City of Pekin. The Plan is designed to be updated annually by staff and submitted to the Council for review and approval prior to the annual budget process.
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	Enhance Code Enforcement Services. The Council understands the importance of a strong Code Enforcement Program in that it has an impact on many facets of living and doing business inside the City of Pekin.
--	--

Business Friendly Community. The Council strives to bring new businesses to Pekin while helping to maintain and expand all existing businesses. It is therefore essential to work cooperatively to make Pekin a “Business-Friendly” Community.

Efficient and Effective Municipal Operations. A fundamental responsibility of elected officials, City Staff and Employees is the exercise of good stewardship over public funds. Therefore, it is important that municipal services be delivered with maximum efficiency and effectiveness.

Employee Residency. It is the goal of the Council to develop a policy that encourages more full-time non-union employees who participate in a City funded pension program to reside within the city limits of Pekin.

REQUIRED SIGNATURES

Finance Department (Certification of Availability of Funds):

Date:

City Manager:

Mark A. Rothert

Mark A. Rothert, City Manager

3/19/2020

Date:

WHEREAS, Peoria/Pekin Urbanized Area Transportation Study (PPUATS) is recognized as the Metropolitan Planning Organization (MPO) for the Pekin area; and

WHEREAS, PPUATS is responsible to allocate the federal Surface Transportation Urban (STU) funds for improvements to the transportation network in the Peoria/Pekin Urbanized area; and

WHEREAS, PPUATS has issued a call for projects for fiscal years 2023 and 2024 that are funded at 70% of the estimated cost for construction cost only; and

WHEREAS, The City will be responsible for supplying the cost of the project related to engineering, right of way acquisition, and the remaining construction cost; and

WHEREAS, the City will submit an application for improvements to Court Street from Parkway Drive to Stadium Drive for the reconstruction of the intersection with Parkway and the installation of traffic lights at Stadium Drive with an estimated construction cost of \$2.7 million; and

WHEREAS, the City will submit an application for improvements to Derby from 14th Street to 7th Street with an estimated construction cost of \$3.15 million; and

WHEREAS, if the City's application(s) are awarded funding, the City will make the necessary efforts to fund the City's share of the project and to complete the project within the specified timeframe.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Pekin, Illinois, that the City will to 1) approve City Staff to submit applications to PPUATS for the improvements to Court Street and Derby Street, 2) dedicate funding in the corresponding City's fiscal year for projects that are awarded funding, 3) provide the necessary resources to complete the project within the required timeframe for awarded projects; and execute any necessary documentation to complete the application.

ADOPTED AND APPROVED at a regular meeting of the City Council of the City of Pekin this _____ day of _____, 20_____.

MAYOR

ATTEST:

CITY CLERK



REQUEST FOR COUNCIL ACTION

Agenda Date: March 23, 2020
To: Council Members
From: Josie Esker, Assistant City Engineer

AGENDA ITEM: Resolution No. 68-19/20 for MFT 20-00000-00-GM

ACTION REQUESTED: Approve and Adopt the Resolution.

DESCRIPTION: The 2020 Street Maintenance Program that was approved on November 25, 2019 by the City Council utilizes the anticipated Motor Fuel Tax Funds that will be received in Fiscal Year 2021 and uses a portion of the existing reserves in the MFT Fund. The streets that were selected for this year's plan are as follows:

- Mill & Overlay 14th Street from Koch to El Camino,
- Mill & Overlay Willow Street from Parkway to Schramm, and
- Chip Seal Various Streets

for a total of \$2,188,000. Additionally, \$240,000 has been budgeted for salt; \$11,000 has been budgeted electricity for traffic signal lights; and \$135,000 has been budgeted for electricity for streetlights.

In total, this resolution will allocate \$2,574,000 of Motor Fuel Tax (MFT) Funds to be used next fiscal year. The Illinois Department of Transportation (IDOT) requires the adoption of the resolution prior to the projects being approved for bid. This resolution will allow the City to submit the street maintenance projects to IDOT for review and approval now, which will allow the first project to be bid and begin expending funds on May 1st. Ultimately, the schedule is dependent on the timeframe of IDOT's review process.

FINANCIAL IMPACT:

Requested Amount:	\$2,574,000.00	
Line Item:	240-240-534900 Sidewalk Renovations	\$ 400,000.00
	240-240-536300 Snow Removal – Salt	\$ 240,000.00
	240-240-550500 Electricity for Street Lights	\$ 135,000.00
	240-240-550600 Electricity for Signal Lights	\$ 11,000.00
	240-240-569001 Annual Street Maintenance Program	\$ 668,000.00
	240-240-580501 Street Repair	\$1,120,000.00
Budgeted Amount:	\$2,574,000.00 pending FY21 budget approval	
Remaining Funds:		

IMPACT IF APPROVED: MFT funds will be allocated for the street maintenance program and the specifications will be sent to IDOT for release to bid.

IMPACT IF DENIED: MFT funds will not be allocated for street maintenance.

ALTERNATIVES: General funds for the street maintenance program be utilized instead of MFT.

RELATED TO THE 2019-2021 CITY COUNCIL GOALS:

✓	5 Year CIP. The Five-Year Capital Improvement Plan reflects all current and future capital improvement needs of the City of Pekin. The Plan is designed to be updated annually by staff and submitted to the Council for review and approval prior to the annual budget process.
	Enhance Code Enforcement Services. The Council understands the importance of a strong Code Enforcement Program in that it has an impact on many facets of living and doing business inside the City of Pekin.

Business Friendly Community. The Council strives to bring new businesses to Pekin while helping to maintain and expand all existing businesses. It is therefore essential to work cooperatively to make Pekin a “Business-Friendly” Community.

Efficient and Effective Municipal Operations. A fundamental responsibility of elected officials, City Staff and Employees is the exercise of good stewardship over public funds. Therefore, it is important that municipal services be delivered with maximum efficiency and effectiveness.

Employee Residency. It is the goal of the Council to develop a policy that encourages more full-time non-union employees who participate in a City funded pension program to reside within the city limits of Pekin.

REQUIRED SIGNATURES

Finance Department (Certification of Availability of Funds):

Date:

City Manager:

Mark A. Rothert

Mark A. Rothert, City Manager

3/19/2020

Date:

ADOPTED AND APPROVED at a regular meeting of the City Council of the City of Pekin this _____ day of _____, 20____.

MAYOR

ATTEST:

CITY CLERK



Resolution for Maintenance
Under the Illinois Highway Code



Resolution Number	Resolution Type	Section Number
68-19/20	Original	20-00000-00-GM

BE IT RESOLVED, by the Council of the City of
Governing Body Type Local Public Agency Type
Pekin Illinois that there is hereby appropriated the sum of
Name of Local Public Agency
Two million five hundred and seventy four thousand Dollars (\$2,574,000.00)

of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from
05/01/20 to 04/30/21
Beginning Date Ending Date

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that City of Pekin
Local Public Agency Type Name of Local Public Agency
shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I Sue McMillan City Clerk in and for said City
Name of Clerk Local Public Agency Type Local Public Agency Type
of Pekin in the State of Illinois, and keeper of the records and files thereof, as
Name of Local Public Agency
provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the

Council of Pekin at a meeting held on 03/23/20
Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this March day of 2020
Day Month, Year

(SEAL)

Clerk Signature

APPROVED

Regional Engineer
Department of Transportation

Date



REQUEST FOR COUNCIL ACTION

Agenda Date: March 23, 2020
To: Council Members
From: John Lebegue, Building & Inspections

AGENDA ITEM: Ordinance No. 2875-19/20 Amending Title 9 and Title 10 Regarding Driveway Regulations

ACTION REQUESTED: Approve and Adopt Ordinance.

DESCRIPTION: City staff feel that the current driveway regulations relative to allowed width, number of driveway approaches and design criteria, are outdated and require amendment. The current width limit of 24 feet at the City right-of-way has been found to be insufficient for properties with a lot width in excess of 100 feet that possess new homes designed with an attached 3-car garage. Furthermore, there currently exists no specific code language limiting the number of driveway approaches a residential property may have or language prohibiting the installation of circular driveways on residential properties. Lastly, design standards and criteria is missing in the current regulations and modern design standards are being added to bring the City's standards in full compliance with Federal ADA standards.

Attached is a marked-up version of proposed changes to the Zoning Code. By unanimous vote, the Plan Commission recommends approval of the proposed amendments to the Zoning Code pertaining to these regulations for residential driveways.

FINANCIAL IMPACT: N/A

Requested Amount:
 Line Item:
 Budgeted Amount:
 Remaining Funds:

IMPACT IF APPROVED: The residential driveway regulations and design guidelines will be updated with modern language and standards.

IMPACT IF DENIED: Current outdated regulations and design guidelines will continue to exist in the Zoning Code

ALTERNATIVES:

RELATED TO THE 2019-2021 CITY COUNCIL GOALS:

5 Year CIP. The Five-Year Capital Improvement Plan reflects all current and future capital improvement needs of the City of Pekin. The Plan is designed to be updated annually by staff and submitted to the Council for review and approval prior to the annual budget process.

Enhance Code Enforcement Services. The Council understands the importance of a strong Code Enforcement Program in that it has an impact on many facets of living and doing business inside the City of Pekin.

Business Friendly Community. The Council strives to bring new businesses to Pekin while helping to maintain and expand all existing businesses. It is therefore essential to work cooperatively to make Pekin a "Business-Friendly" Community.

Efficient and Effective Municipal Operations. A fundamental responsibility of elected officials, City Staff and Employees is the exercise of good stewardship over public funds. Therefore, it is important that municipal services be delivered with maximum efficiency and

	effectiveness
	Police & Fire Pension Obligation. To meet the 90% funding level by the year 2040 it is essential the City plan carefully and maintain financial discipline to meet its \$63 million dollar obligation.
	Employee Residency. It is the goal of the Council to develop a policy that encourages more full-time non-union employees who participate in a City funded pension program to reside within the city limits of Pekin.

REQUIRED SIGNATURES**Finance Department** (Certification of Availability of Funds):

Date:

City Manager:**Mark A. Rothert**

Mark A. Rothert, City Manager

3/19/2020

Date:

ADOPTED AND APPROVED at a regular meeting of the City Council of the City of Pekin this _____ day of _____, 20____.

MAYOR

ATTEST:

CITY CLERK

ORDINANCE NO. 2875-19/20

AN ORDINANCE AMENDING TITLE 9 AND TITLE 10 OF THE CITY CODE REGARDING DRIVEWAY REGULATIONS

WHEREAS, the City of Pekin is a home rule municipality as described in Section 6(a), Article VII of the 1970 Constitution of the State of Illinois; and

WHEREAS, the City of Pekin, as a home rule municipality, may exercise power and perform any function pertaining to its government and affairs, including, but not limited to, the power to legislate for the protection of the public health, safety, and welfare; and

WHEREAS, the City of Pekin has enacted a Zoning Code for establishing municipal zoning regulations for the purpose of improving and protecting the public health, safety, comfort, convenience, and general welfare of the people and its citizens; and

WHEREAS, the Planning Commission of the City of Pekin conducted a public hearing, as required by law, on March 11, 2020, regarding the proposed amendments to the City's Zoning Code pertaining to the construction and placement of driveways on private property within the City; and

WHEREAS, the Planning Commission has recommended approval of the proposed amendments to the City's Zoning Code after holding the required public hearing and then considering the proposed amendments to the City's Zoning Code as set forth herein; and

WHEREAS, the City Council hereby finds that it is in the best interests of the City and its citizens that the Zoning Code regulations set forth herein be established for regulating construction and use of driveways on private property within the City;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PEKIN, TAZEWELL COUNTY, ILLINOIS, THAT:

Section 1. The findings and recitations set forth above are adopted and found to be true and correct.

Section 2. The definition of "Driveway" set forth in Title 9, Chapter 1, Section 2 of the City of Pekin, Illinois, Municipal Code is deleted in its entirety and replaced with the following:

DRIVEWAY, NONRESIDENTIAL: Means any passageway for vehicle ingress and egress to private property, used in whole or in part for other than residence or dwelling house purposes.

DRIVEWAY, RESIDENTIAL: Means any passageway for vehicle ingress or egress to private property, used exclusively for residence or dwelling house purposes.

PUBLIC RIGHT-OF-WAY ACCESSIBILITY GUIDELINES: Accessibility guidelines

promulgated by the United States Access Board, for the design, construction, and alteration of pedestrian facilities in the public right-of-way. The guidelines ensure that sidewalks, pedestrian street crossings, pedestrian signals, and other facilities for pedestrian circulation and use constructed or altered in the public right-of-way by state and local governments are readily accessible to and usable by pedestrians with disabilities.

Section 3. Title 9, Chapter 10B, Section 1-1, Subsection B of the City of Pekin, Illinois, Municipal Code is hereby amended as follows (additions indicated by underline, deletions by ~~striketrough~~):

B. Location:

1. Generally: Off-street parking spaces may be located within a rear yard when there is alley access to the property or a paved parking bay, paved driveway or garage in the rear yard or within a side yard which is in excess of the minimum side yard setback unless otherwise provided in this Title. Off-street parking shall not be permitted within a front yard setback or within a minimum side yard setback unless otherwise provided in this Title. (edit 08-01-12)
2. Nonresidential Use: Off-street parking for other than residential use shall be either on the same lot or within three hundred feet (300') of the building it is intended to serve, measured from the nearest point of the building to the nearest point of the off-street parking lot. Ownership of all lots or parcels intended for use as parking by the applicant shall be shown.
3. Residential Use: Required residential off-street parking spaces shall consist of a parking strip, parking bay, driveway, garage or combination thereof and shall be located on the premises they are intended to serve, and subject to the provisions of Section 9-10-3 of this Chapter "Accessory Uses and Buildings".
 - a. No person shall park or leave unattended, or cause to leave parked or unattended, any vehicle, wholly or partially within any front, side or rear yard of any residential district unless such vehicle is wholly within a driveway or parking area.
 - b. Parking a camping trailer, motorcycle trailer, truck camper, construction trailer, commercial equipment, commercial vehicles or motor homes in any front yard in all residential districts is prohibited.
 - c. Driveway areas used as means of ingress and egress of any residential lot, shall not exceed twenty four feet (24') in width for residential lots with less than ninety (90) feet of frontage or thirty (30) feet in width for residential lots with ninety (90) feet or more of frontage~~at the street right-of-way line~~, not including driveway approach flares.

- d. ~~Driveways along with any parking area in the front yard, shall not occupy over forty five percent (45%) of the total front yard width of the lot in all R-4 residential zoning districts and thirty five (35%) in all other residential zoning districts. Only one driveway approach shall be permitted for any single-family residential lot, except that residential lots with alley access and through lots that have frontage on two parallel streets may have no more than two driveway approaches, provided that each such driveway approach and curb cut provides egress and ingress to a garage on such properties and no two driveway approaches shall be placed on the same street or alley. Under no circumstances shall a circular drive be permitted on a single-family residential lot.~~
- e. A driveway and/or parking area must be an improved surface constructed of a hard surface of concrete, asphalt or ~~brick~~ brick pavers for the purpose of accommodating vehicular parking. The improved surface required by this subsection shall, at a minimum, be as wide and as long as any vehicle parked on such surface.
- f. Improved areas and any parking areas shall not occupy more than thirty percent (30%) of the combination of any required side and/or rear yards in all residential zoning districts.
- g. The construction of new or expansion of existing gravel, or similar materials for driveways and/or parking area are not permitted from the time of approval of the ordinance.
- h. Expanding existing driveways or parking areas shall be contiguous and parallel to the driveway, shall not take away from the landscaping required for any front yard and shall not cause and additional storm-water runoff to be forced onto the City right-of-way.
- i. The parking of a boat, personal watercraft, or other watercraft, and a trailer for hauling the same shall be allowed in all yards within any residential district, provided that the boat, personal watercraft, other watercraft, and trailer must be parked on a hard surface of asphalt, concrete, or brick or stone pavers. In no instance shall a boat, personal watercraft, other watercraft, or trailer for hauling the same be parked in in such a manner as to obstruct the view of cars pulling out of any driveway onto the street, or, in the case of corner lots, to obstruct the view of cars approaching an intersection. No parked boat, personal watercraft, other watercraft, or trailer for hauling the same may extend onto or obstruct the public right-of-way.

(Ord. No. 2532-OA-07/08 01/24/08)

4. In a residential district no vehicle may be displayed for sale except as follows:
 - a. only one vehicle may be displayed at any one time
 - b. no more than two vehicles may be displayed on any property during any calendar year;
 - c. any vehicle displayed for sale must be owned by the owner or possessor of the property on which the vehicle is displayed;
 - d. any vehicle displayed for sale must be parked on a hard surface, have a current license and be operable. (Ord. No. 2846-19/20 09-23-19)

Section 4. Title 10, Chapter 6, Section 2, Subsection I of the City of Pekin, Illinois, Municipal Code is hereby amended as follows (additions indicated by underline, deletions by ~~striketrough~~):

I. PORTLAND CEMENT CONCRETE (PCC) SIDEWALK

Construction of four (4) foot wide and four (4) inch thick PCC sidewalk at the locations and lengths shown on the Approved Construction Plans shall be done in accordance with of the “Standard Specifications for Road and Bridge Construction” and the United States Access Board “Public Right-of-Way Accessibility Guidelines” as specified herein. Contractor shall supply the Inspector with material tickets and testing results prior to final acceptance and shall call for inspection of subgrade twenty-four (24) hours prior to placing concrete for the sidewalks.

Sidewalk subgrade preparation shall consist of tamping or rolling subbase thoroughly until required compaction is obtained. Then 4 inches of base course aggregate material shall be placed and shall be rolled or tamped thoroughly to the required compaction. Base material shall be moistened immediately prior to the placement of the concrete.

Sidewalks extending through driveway approach sections shall be a minimum of 6 inches thick. The slope of the sidewalk shall remain ~~as shown in the typical section~~ less than 2.0%.

Sidewalks within the right of way shall be constructed with standard concrete finishes and slope. Grading shall include the adjacent green space between the back of curb and edge of sidewalk with the slope being no greater than shown in the typical section. No special finishes or materials will be allowed in concrete sidewalks without the permission of the Public Works Director and/or City Engineer, or his/her designated representative.

Section 5. Title 10, Chapter 6, Section 2, Subsection J of the City of Pekin, Illinois, Municipal Code is hereby amended as follows (additions indicated by underline, deletions by ~~striketrough~~):

J. DRIVEWAYS:

1. Requirements: All driveway construction (new, replacement, and/or widening and closures) must satisfy the requirements hereinafter set forth:
 - a. From the point where the driveway meets the gutter portion of the curb and gutter, the driveway construction must slope upward at a constant grade to the street R.O.W./property line. At that point, the elevation of the top of the driveway must be equal to (or higher) than the top of the back of curb elevation. The remainder of the driveway is not regulated by these requirements.
 - b. The driveway approach must meet the back of the depressed curb at an equal elevation. No driveway overlap or overhang is allowed.
 - c. Where a sidewalk crosses a driveway, the sidewalk shall be constructed ~~at a one fourth inch (1/4") per foot~~between a 1.0% and 2.0% slope towards the street. The elevation of the back of the sidewalk shall satisfy the before mentioned elevation (Sec 10-6-2I).
 - d. ~~The Concrete~~ driveway thickness shall be a minimum of six (6) inches, including where the sidewalk crosses a driveway (~~paved surface~~), for the section from the back of the curb to the boundary of the right of way. The City may require a greater concrete thickness where necessary to support heavier loads.
 - e. Driveway approaches may be three inches (3") in thickness, if constructed with asphalt, provided that asphalt shall not be allowed where the sidewalk crosses a driveway.
 - f. Where new curbs are installed as a part of the driveway construction or closure, the curb shall be of the same typical section as the curbs abutting such construction or closure.
 - g. Where the street pavement is removed for the construction or removal of the curb or curb cut, said pavement shall be evenly saw cut. The existing street restoration shall be (i) the depth of the existing street or (ii) six (6) inches of bituminous concrete, whichever is greater.

- h. The contractor conducting the construction described in this Section 10-6-2-J-1 shall be responsible for all construction materials in the driveway, curb and street, as well as traffic control materials.

2. Permit and Fee: Driveway openings shall not be made nor curbs cut for a driveway opening without first having obtained a permit from the Inspection and Code Enforcement Department. The fee for said permit shall be Twenty dollars (\$20.00). The penalty for not obtaining the permit prior to commencing work shall be an additional Fifty Dollar (\$50.00) fee.

Section 6. Title 10, Chapter 6, Section 2, Subsection K of the City of Pekin, Illinois, Municipal Code is hereby amended as follows (additions indicated by underline, deletions by ~~striketthrough~~):

K. SIDEWALK ACCESS RAMPS

Sidewalk access ramps for the handicapped shall be constructed in compliance with the United States Access Board Public Right-of-Way Accessibility Guidelines and current Illinois Department of Transportation Standards 2356. Ramps shall be constructed at all quadrants of all intersections. All grade and concrete work shall be done in accordance with the "Standard Specifications for Road and Bridge Construction" and as specified herein. Contractor shall supply the Inspector with material tickets and testing results prior to final acceptance and shall call for inspection of forms and of subgrade twenty-four (24) hours prior to placing concrete for the sidewalks.

Section 7. This Ordinance is in addition to all other ordinances on the subject and shall be construed therewith excepting as to that part in direct conflict with any other ordinance, and in the event of such conflict, the provisions hereof shall govern.

Section 8. This Ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED AND APPROVED at the regular meeting of the City Council of the City of Pekin, this _____ day of _____, 20____; and upon roll call the vote was as follows:

AYES:

NAYS:

ABSENT:

ABSTAINING:

APPROVED this _____ day of _____, 20____

Mayor

ATTEST:

City Clerk

CERTIFICATE

THE UNDERSIGNED CERTIFIES THAT SHE IS THE CITY CLERK FOR THE CITY OF PEKIN, ILLINOIS, AND THAT THE CITY COUNCIL AT A REGULARLY CONSTITUTED MEETING OF SAID CITY COUNCIL OF THE CITY OF PEKIN ON THE _____DAY OF _____, 20____ ADOPTED ORDINANCE NO. _____ A TRUE AND CORRECT COPY OF WHICH IS CONTAINED IN THIS PAMPHLET

GIVEN UNDER MY HAND AND SEAL THIS _____ DAY OF _____, 20____.

(SEAL)

CITY CLERK

ORDINANCE NO. 2875-19/20

AN ORDINANCE AMENDING TITLE 9 AND TITLE 10 OF THE CITY CODE REGARDING DRIVEWAY REGULATIONS

WHEREAS, the City of Pekin is a home rule municipality as described in Section 6(a), Article VII of the 1970 Constitution of the State of Illinois; and

WHEREAS, the City of Pekin, as a home rule municipality, may exercise power and perform any function pertaining to its government and affairs, including, but not limited to, the power to legislate for the protection of the public health, safety, and welfare; and

WHEREAS, the City of Pekin has enacted a Zoning Code for establishing municipal zoning regulations for the purpose of improving and protecting the public health, safety, comfort, convenience, and general welfare of the people and its citizens; and

WHEREAS, the Planning Commission of the City of Pekin conducted a public hearing, as required by law, on March 11, 2020, regarding the proposed amendments to the City's Zoning Code pertaining to the construction and placement of driveways on private property within the City; and

WHEREAS, the Planning Commission has recommended approval of the proposed amendments to the City's Zoning Code after holding the required public hearing and then considering the proposed amendments to the City's Zoning Code as set forth herein; and

WHEREAS, the City Council hereby finds that it is in the best interests of the City and its citizens that the Zoning Code regulations set forth herein be established for regulating construction and use of driveways on private property within the City;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PEKIN, TAZEWELL COUNTY, ILLINOIS, THAT:

Section 1. The findings and recitations set forth above are adopted and found to be true and correct.

Section 2. The definition of "Driveway" set forth in Title 9, Chapter 1, Section 2 of the City of Pekin, Illinois, Municipal Code is deleted in its entirety and replaced with the following:

DRIVEWAY, NONRESIDENTIAL: Means any passageway for vehicle ingress and egress to private property, used in whole or in part for other than residence or dwelling house purposes.

DRIVEWAY, RESIDENTIAL: Means any passageway for vehicle ingress or egress to private property, used exclusively for residence or dwelling house purposes.

PUBLIC RIGHT-OF-WAY ACCESSIBILITY GUIDELINES: Accessibility guidelines

promulgated by the United States Access Board, for the design, construction, and alteration of pedestrian facilities in the public right-of-way. The guidelines ensure that sidewalks, pedestrian street crossings, pedestrian signals, and other facilities for pedestrian circulation and use constructed or altered in the public right-of-way by state and local governments are readily accessible to and usable by pedestrians with disabilities.

Section 3. Title 9, Chapter 10B, Section 1-1, Subsection B of the City of Pekin, Illinois, Municipal Code is hereby amended as follows:

B. Location:

1. Generally: Off-street parking spaces may be located within a rear yard when there is alley access to the property or a paved parking bay, paved driveway or garage in the rear yard or within a side yard which is in excess of the minimum side yard setback unless otherwise provided in this Title. Off-street parking shall not be permitted within a front yard setback or within a minimum side yard setback unless otherwise provided in this Title. (edit 08-01-12)
2. Nonresidential Use: Off-street parking for other than residential use shall be either on the same lot or within three hundred feet (300') of the building it is intended to serve, measured from the nearest point of the building to the nearest point of the off-street parking lot. Ownership of all lots or parcels intended for use as parking by the applicant shall be shown.
3. Residential Use: Required residential off-street parking spaces shall consist of a parking strip, parking bay, driveway, garage or combination thereof and shall be located on the premises they are intended to serve, and subject to the provisions of Section 9-10-3 of this Chapter "Accessory Uses and Buildings".
 - a. No person shall park or leave unattended, or cause to leave parked or unattended, any vehicle, wholly or partially within any front, side or rear yard of any residential district unless such vehicle is wholly within a driveway or parking area.
 - b. Parking a camping trailer, motorcycle trailer, truck camper, construction trailer, commercial equipment, commercial vehicles or motor homes in any front yard in all residential districts is prohibited.
 - c. Driveway areas used as means of ingress and egress of any residential lot, shall not exceed twenty four feet (24') in width for residential lots with less than ninety (90) feet of frontage or thirty (30) feet in width for residential lots with ninety (90) feet or more of frontage, not including driveway approach flares.

- d. Only one driveway approach shall be permitted for any single-family residential lot, except that residential lots with alley access and through lots that have frontage on two parallel streets may have no more than two driveway approaches, provided that each such driveway approach and curb cut provides egress and ingress to a garage on such properties and no two driveway approaches shall be placed on the same street or alley. Under no circumstances shall a circular drive be permitted on a single-family residential lot.
- e. A driveway and/or parking area must be an improved surface constructed of a hard surface of concrete, asphalt or brick pavers for the purpose of accommodating vehicular parking. The improved surface required by this subsection shall, at a minimum, be as wide and as long as any vehicle parked on such surface.
- f. Improved areas and any parking areas shall not occupy more than thirty percent (30%) of the combination of any required side and/or rear yards in all residential zoning districts.
- g. The construction of new or expansion of existing gravel, or similar materials for driveways and/or parking area are not permitted from the time of approval of the ordinance.
- h. Expanding existing driveways or parking areas shall be contiguous and parallel to the driveway, shall not take away from the landscaping required for any front yard and shall not cause and additional storm-water runoff to be forced onto the City right-of-way.
- i. The parking of a boat, personal watercraft, or other watercraft, and a trailer for hauling the same shall be allowed in all yards within any residential district, provided that the boat, personal watercraft, other watercraft, and trailer must be parked on a hard surface of asphalt, concrete, or brick or stone pavers. In no instance shall a boat, personal watercraft, other watercraft, or trailer for hauling the same be parked in in such a manner as to obstruct the view of cars pulling out of any driveway onto the street, or, in the case of corner lots, to obstruct the view of cars approaching an intersection. No parked boat, personal watercraft, other watercraft, or trailer for hauling the same may extend onto or obstruct the public right-of-way.

(Ord. No. 2532-OA-07/08 01/24/08)

- 4. In a residential district no vehicle may be displayed for sale except as follows:
 - a. only one vehicle may be displayed at any one time

- b. no more than two vehicles may be displayed on any property during any calendar year;
- c. any vehicle displayed for sale must be owned by the owner or possessor of the property on which the vehicle is displayed;
- d. any vehicle displayed for sale must be parked on a hard surface, have a current license and be operable. (Ord. No. 2846-19/20 09-23-19)

Section 4. Title 10, Chapter 6, Section 2, Subsection I of the City of Pekin, Illinois, Municipal Code is hereby amended as follows:

I. PORTLAND CEMENT CONCRETE (PCC) SIDEWALK

Construction of four (4) foot wide and four (4) inch thick PCC sidewalk at the locations and lengths shown on the Approved Construction Plans shall be done in accordance with of the “Standard Specifications for Road and Bridge Construction” and the United States Access Board “Public Right-of-Way Accessibility Guidelines” as specified herein. Contractor shall supply the Inspector with material tickets and testing results prior to final acceptance and shall call for inspection of subgrade twenty-four (24) hours prior to placing concrete for the sidewalks.

Sidewalk subgrade preparation shall consist of tamping or rolling subbase thoroughly until required compaction is obtained. Then 4 inches of base course aggregate material shall be placed and shall be rolled or tamped thoroughly to the required compaction. Base material shall be moistened immediately prior to the placement of the concrete.

Sidewalks extending through driveway approach sections shall be a minimum of 6 inches thick. The slope of the sidewalk shall remain less than 2.0%.

Sidewalks within the right of way shall be constructed with standard concrete finishes and slope. Grading shall include the adjacent green space between the back of curb and edge of sidewalk with the slope being no greater than shown in the typical section. No special finishes or materials will be allowed in concrete sidewalks without the permission of the Public Works Director and/or City Engineer, or his/her designated representative.

Section 5. Title 10, Chapter 6, Section 2, Subsection J of the City of Pekin, Illinois, Municipal Code is hereby amended as follows:

J. DRIVEWAYS:

- 1. Requirements: All driveway construction (new, replacement, and/or widening and closures) must satisfy the requirements hereinafter set forth:

- a. From the point where the driveway meets the gutter portion of the curb and gutter, the driveway construction must slope upward at a constant grade to the street R.O.W./property line. At that point, the elevation of the top of the driveway must be equal to (or higher) than the top of the back of curb elevation. The remainder of the driveway is not regulated by these requirements.
 - b. The driveway approach must meet the back of the depressed curb at an equal elevation. No driveway overlap or overhang is allowed.
 - c. Where a sidewalk crosses a driveway, the sidewalk shall be constructed between a 1.0% and 2.0% slope towards the street. The elevation of the back of the sidewalk shall satisfy the before mentioned elevation (Sec 10-6-2I).
 - d. Concrete driveway thickness shall be a minimum of six (6) inches, including where the sidewalk crosses a driveway, for the section from the back of the curb to the boundary of the right of way. The City may require a greater concrete thickness where necessary to support heavier loads.
 - e. Driveway approaches may be three inches (3") in thickness, if constructed with asphalt, provided that asphalt shall not be allowed where the sidewalk crosses a driveway.
 - f. Where new curbs are installed as a part of the driveway construction or closure, the curb shall be of the same typical section as the curbs abutting such construction or closure.
 - g. Where the street pavement is removed for the construction or removal of the curb or curb cut, said pavement shall be evenly saw cut. The existing street restoration shall be (i) the depth of the existing street or (ii) six (6) inches of bituminous concrete, whichever is greater.
 - h. The contractor conducting the construction described in this Section 10-6-2-J-1 shall be responsible for all construction materials in the driveway, curb and street, as well as traffic control materials.
2. Permit and Fee: Driveway openings shall not be made nor curbs cut for a driveway opening without first having obtained a permit from the Inspection and Code Enforcement Department. The fee for said permit shall be Twenty dollars (\$20.00). The penalty for not obtaining the permit prior to commencing work shall be an additional Fifty Dollar (\$50.00) fee.

Section 6. Title 10, Chapter 6, Section 2, Subsection K of the City of Pekin, Illinois, Municipal Code is hereby amended as follows:

K. SIDEWALK ACCESS RAMPS

Sidewalk access ramps for the handicapped shall be constructed in compliance with the United States Access Board Public Right-of-Way Accessibility Guidelines and current Illinois Department of Transportation Standards . Ramps shall be constructed at all quadrants of all intersections. All grade and concrete work shall be done in accordance with the “Standard Specifications for Road and Bridge Construction” and as specified herein. Contractor shall supply the Inspector with material tickets and testing results prior to final acceptance and shall call for inspection of forms and of subgrade twenty-four (24) hours prior to placing concrete for the sidewalks.

Section 7. This Ordinance is in addition to all other ordinances on the subject and shall be construed therewith excepting as to that part in direct conflict with any other ordinance, and in the event of such conflict, the provisions hereof shall govern.

Section 8. This Ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED AND APPROVED at the regular meeting of the City Council of the City of Pekin, this _____ day of _____, 20____; and upon roll call the vote was as follows:

AYES:

NAYS:

ABSENT:

ABSTAINING:

APPROVED this _____ day of _____, 20____

Mayor

ATTEST:

City Clerk

CERTIFICATE

THE UNDERSIGNED CERTIFIES THAT SHE IS THE CITY CLERK FOR THE CITY OF PEKIN, ILLINOIS, AND THAT THE CITY COUNCIL AT A REGULARLY CONSTITUTED MEETING OF SAID CITY COUNCIL OF THE CITY OF PEKIN ON THE _____DAY OF _____, 20____ ADOPTED ORDINANCE NO. _____ A TRUE AND CORRECT COPY OF WHICH IS CONTAINED IN THIS PAMPHLET

GIVEN UNDER MY HAND AND SEAL THIS _____ DAY OF _____, 20____.

(SEAL)

CITY CLERK