



City of Pekin

REGULAR CITY COUNCIL MEETING MONDAY, DECEMBER 9, 2024 5:30 PM

1. Pledge of Allegiance

2. Call to Order

3. Approve Agenda

4. Approval of Minutes

4.1. City Council - Regular Meeting - November 25, 2024 5:30 PM

5. Public Input

6. Consent Agenda

6.1. Accounts Payable Paid Proof List thru November 29, 2024

6.2. Building Department Permit Report for November 2024

6.3. Pekin Fire Department Monthly Incidents November 2024

6.4. Receive and File Patrick Taphorn's Resignation with Regret from EDAC

6.5. 2025 Schedule of Council Meetings

6.6. Canceled Scheduled Regular City Council Meeting of Monday, December 23, 2024

7. Unfinished Business

7.1. Ordinance No. 4242-24/25 Requiring the Registration of Properties that are Vacant or Foreclosed

8. New Business

8.1. Ordinance No. 4261-24/25 Approving a Third Amendment to the Agreement for Purchase and Sale of Real Property with Illinois American Water for the City-Owned Property Generally East of the Current Terminous of Brenkman Drive

- 8.2. Resolution No. 218-24/25 Approving Agreement with Middle America Government Consulting, Inc for Consulting Services
 - 8.3. Resolution No. 219-24/25 Approving a Second Amendment to the Agreement with Cruce Aviation, LLC for Contract Operation of the Pekin Municipal Airport
 - 8.4. Resolution No. 220-24/25 Amending City of Pekin Policy No. 21, Procurement Policy
 - 8.5. Resolution No. 221-24/25 Adopting City of Pekin Policy No. 28, Outstanding Check Policy
 - 8.6. Resolution No. 222-24/25 Initiating a Public Question for Advisory Referendum for the April 1, 2025, Consolidated Election Regarding the 1% Grocery Tax
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9. Executive Session 5 ILCS 120/2

- 9.1. c(8) Security Procedures and the Use of Personnel and Equipment to Respond to an Actual, Threatened, or a Reasonably Potential Danger to the Safety of Employees, the Public or Public Property
 - 9.2. c(1) Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees of the Public Body
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10. New Business Continued

- 10.1. Resolution No. 223-24/25 Approving a Service Agreement with IT360 for Security and Compliance Consulting
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11. Any Other Business To Come Before The Council

12. Adjourn



City of Pekin

**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, NOVEMBER 25, 2024 AT 5:30 PM
MAYOR MARY J. BURRESS PRESIDING**

Pledge of Allegiance - Led by Tazewell County Board Chairman David Zimmerman

The Pledge of Allegiance was led by Tazewell County Board Chairman David Zimmerman.

Call to Order

Deputy City Clerk, Ms. Nicole Stewart, confirmed all Council Members were physically present and logged in except for Council Member Orrick who was absent. Also absent was City Clerk, Ms. Sue McMillan.

Attendee Name	Organization	Title	Status	Arrived
Rick Hilst	City of Pekin	Council Member	Present	5:30 PM
Karen Hohimer	City of Pekin	Mayor Pro Tem	Present	5:30 PM
Dave Nutter	City of Pekin	Council Member	Present	5:30 PM
Mary Burress	City of Pekin	Mayor	Present	5:30 PM
Lloyd Orrick	City of Pekin	Council Member	Absent	--:-- PM
John P Abel	City of Pekin	Council Member	Present	5:30 PM
Chris Onken	City of Pekin	Council Member	Present	5:30 PM

Approve Agenda

RESULT:	PASSED (UNANIMOUS)
MOVER:	Council Member Dave Nutter
SECONDER:	1st Alternate Mayor Pro Tem John Abel
AYES:	1st Alternate Mayor Pro Tem Abel, Mayor Burress, Council Member Nutter, Council Member Hilst, Mayor Pro Tem Hohimer, Council Member Onken

Approval of Minutes

RESULT:	PASSED (UNANIMOUS)
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MOVER:	Council Member Dave Nutter
SECONDER:	Mayor Pro Tem Karen Hohimer
AYES:	1st Alternate Mayor Pro Tem Abel, Mayor Burress, Council Member Nutter, Council Member Hilst, Mayor Pro Tem Hohimer, Council Member Onken
ABSENT:	Council Member Lloyd Orrick

4.1. City Council - Regular Meeting - November 12, 2024 5:30 PM

Public Input

No Public Input was received.

Consent Agenda

Council Member Hohimer requested Consent Agenda Item 6.5 be removed from the Consent Agenda and placed under New Business.

RESULT:	PASSED (UNANIMOUS)
MOVER:	Mayor Pro Tem Karen Hohimer
SECONDER:	Council Member Chris Onken
AYES:	1st Alternate Mayor Pro Tem Abel, Mayor Burress, Council Member Nutter, Council Member Hilst, Mayor Pro Tem Hohimer, Council Member Onken
ABSENT:	Council Member Lloyd Orrick

6.1. Accounts Payable To Be Paid Proof List thru November 15, 2024

6.2. Financial Reports October 2024

6.3. Annual Report Pekin Public Library

6.4. Ordinance No. 4255-24/25 Approving A Special Use Request Submitted By Core Pekin LLC for the Operation of a Drive-Through Pick-Up Lane at 3440 Court Street (Case SU 2024-11)

6.6. Ordinance No. 4257-24/25 Approving a Rezoning Request Submitted by the City of Pekin from I-1 Light Industrial to I-2 General Industrial for the Property Located at 300 Hanna Drive.(Case RZ 2024-05)

6.7. Ordinance No. 4258-24/25 Approving Zoning Text Amendment to the City of Pekin Zoning Ordinance. Specifically, the Request is to Subdivision VII.- I-2 General Industrial District (Case ZTA 2024-01)

6.8. Ordinance No. 4259-24/25 Approving Zoning Text Amendment to the

City of Pekin Zoning Ordinance. Specifically, the Request is to Create Subdivision X.– Riverway Business Park Overlay District (Case ZTA 2024-02)

6.9. Receive and File Quotes for Website Services

Communications, Petitions, Reports

7.1. Tazewell County Annex Project Update - County Board Chair David Zimmerman

County Board Chair David Zimmerman provided an update on the Tazewell County Annex Project, which has been in development for 3.5 years. He presented a site plan and expressed gratitude for Pekin's partnership throughout the process, emphasizing the value of maintaining strong relationships. Mr. Zimmerman detailed the four-story structure's design: probation offices in the basement; two courtrooms, including a high-traffic courtroom, and a clerk's office on the first floor; the State's Attorney's office and a third courtroom on the second floor; and a shell space on the fourth floor for future development of a jury room and three additional courtrooms. The project, initially approved at \$44 million, is now projected at just over \$41 million, with groundbreaking expected in March 2025 and completion by Spring 2027. A tunnel will connect the annex to the existing Justice Center, enhancing security by eliminating public contact with individuals in custody. Mr. Zimmerman described the building's design, which incorporates red brick and white stone to harmonize with existing downtown architecture.

The Mayor commended the project for improving downtown security and thanked Mr. Zimmerman for his leadership.

Council Member Hilst inquired about the detention pond and building entrances, with Mr. Zimmerman and City Engineer Josie Esker clarifying site plan details and confirming that the public entrance will be on Capitol Street, with employee entrances and a loading dock at the rear.

Unfinished Business

8.1. Resolution No. 209-24/25 Approving Funding Agreement with IDOT for Veterans Drive Engineering from Sheridan to I-474

RESULT:	PASSED (5 TO 1)
MOVER:	Council Member Rick Hilst
SECONDER:	Mayor Pro Tem Karen Hohimer
AYES:	1st Alternate Mayor Pro Tem Abel, Mayor Burress, Council Member Nutter, Mayor Pro Tem Hohimer, Council Member Onken
NAYS:	Council Member Hilst

ABSENT: Council Member Orrick

The Council considered Resolution No. 209-24/25, which approves a funding agreement with the Illinois Department of Transportation (IDOT) for engineering work on the final sections of Veterans Drive, from Sheridan Road to I-474. The resolution accepts \$4 million in community project grant funding, secured with the support of Representative Darren LaHood, contingent upon the city committing an additional \$5 million to complete the project. Staff recommended approval, and City Engineer Josie Esker was available to address questions.

Council Member Nutter expressed concerns about the budget, noting that only \$197,000 remains for engineering funds with six months left in the fiscal year. He drew attention to recurring engineering costs for other projects like Derby Street and questioned whether funds might run out or exceed budget. Economic Development Director Josh Wray clarified that some expenses need to be reclassified under budgeted TIF and BDD engineering funds, meaning the current balance does not reflect the full budgeted amount. He assured the Council that the budget remains accurate and adjustments will be made in the accounting system.

Ms. Esker added that the project is a multi-year endeavor and only a portion of the funding was budgeted for this year. She expects the City to stay within the \$197,000 limit for 2024, as engineering agreements are unlikely to be finalized before January.

Council Member Nutter noted that additional budgeting might be required in fiscal years 2026 and 2027, to which Ms. Esker agreed, explaining that the project timeline will dictate future budget allocations.

New Business

9.1. Ordinance No. 4260-24/25 Loan Authorizing Ordinance for CSO Improvement Project

RESULT:	PASSED (UNANIMOUS)
MOVER:	Council Member Rick Hilst
SECONDER:	Mayor Pro Tem Karen Hohimer
AYES:	1st Alternate Mayor Pro Tem Abel, Mayor Burress, Council Member Nutter, Council Member Hilst, Mayor Pro Tem Hohimer, Council Member Onken
ABSENT:	Council Member Lloyd Orrick

The council discussed Ordinance No. 4260-24/25, a loan authorizing

ordinance for the CSO (Combined Sewer Overflow) Improvement Project. City Engineer Josie Esker introduced the ordinance, noting it is required by the EPA to secure a low-interest loan for the project's full cost. The proposed ordinance seeks \$26 million, which includes the project's bid amount, engineering services, and contingency funds. Ms. Esker emphasized the importance of the loan's 1.87% interest rate, which could save taxpayers significant interest costs over the loan's 20-year term.

Finance Director Eric Dubrowski estimated total interest costs at \$5.3 million, bringing the total cost of the loan to \$31.3 million over its term. Council Member Hilst sought clarification on the scope of the project, noting references to previous phases and confirming that this ordinance covers phases III-B and III-C. Engineer Mike Lutz of Farnsworth Group explained that phase IV was completed years ago, and the CSO Improvement Project will be finalized with the completion of the current phases.

Council Member Hilst questioned the inclusion of contingencies, which total approximately \$1.2 million above the project's minimum loan requirement of \$24.79 million.

Ms. Esker and City Attorney Jim Vasselli clarified that the ordinance authorizes borrowing up to \$26 million as a precaution but does not mandate using the full amount. This approach ensures flexibility to cover unforeseen expenses while securing the favorable loan rate.

Council Member Nutter inquired about the source of additional funds beyond the original \$17 million authorized in 2019. Ms. Esker confirmed that the City will request the additional loan amount, which will cover construction, engineering, and related services.

9.2. Resolution No. 214-24/25 Awarding CSO Project Phase 3B & 3C to Stark Excavating

RESULT:	PASSED (UNANIMOUS)
MOVER:	Council Member Chris Onken
SECONDER:	1st Alternate Mayor Pro Tem John Abel
AYES:	1st Alternate Mayor Pro Tem Abel, Mayor Burress, Council Member Nutter, Council Member Hilst, Mayor Pro Tem Hohimer, Council Member Onken
ABSENT:	Council Member Lloyd Orrick

The Council reviewed Resolution No. 214-24/25, which authorizes awarding the CSO Improvement Project Phases 3B and 3C to Stark Excavating, Inc., pending Illinois Environmental Protection Agency (EPA) approval of the bid and loan funding. City Manager John Dossey outlined the project, which includes substantial upgrades to the State Street lift station and the installation of a large-diameter pipe connecting State Street to the

Wastewater Treatment Plant. These improvements aim to significantly reduce combined sewer outflows into the river during heavy rain events. Mr. Dossey emphasized that the City's Wastewater Treatment Plant is designed to accommodate this additional flow, aligning with the EPA's long-term control plan requirements.

The City issued a request for bids on September 12, 2024, with bids due by November 6, 2024. Stark Excavating submitted the only bid, totaling \$19,993,346 for the base project, including alternate items. Mr. Dossey noted that an evaluation by the Farnsworth Group determined the bid meets the criteria for a responsive and responsible bidder under EPA guidelines. Approval of the resolution would allow the bid documentation to be submitted to the EPA for final review. Staff also requested construction contingency spending authority of 3% (\$599,830.08) for the City Engineer to address unforeseen project needs.

Council Member Hohimer noted that reducing sewer overflows will enhance the river's cleanliness, creating opportunities for future development along the riverfront, such as restaurants, while improving the area's overall appeal.

9.3. Resolution No. 215-24/25 Approving Website Implementation and Hosting Services and Authorizing the City Manager to Enter into a Service Agreement with CivicPlus

RESULT:	PASSED (5 TO 1)
MOVER:	Council Member Chris Onken
SECONDER:	Mayor Pro Tem Karen Hohimer
AYES:	1st Alternate Mayor Pro Tem Abel, Mayor Burress, Council Member Nutter, Mayor Pro Tem Hohimer, Council Member Onken
NAYS:	Council Member Hilst
ABSENT:	Council Member Orrick

The Council considered Resolution No. 215-24/25, which approves website implementation and hosting services with CivicPlus and authorizes the City Manager to enter into a service agreement. City Manager John Dossey introduced the resolution, with reminders of ongoing concerns from the community, staff, and Council regarding the current website's functionality and ease of use. Mr. Dossey noted that a committee had been formed to explore options, leading to the decision to build a new website from the ground up.

Economic Development Director Josh Wray provided an overview of the selection process and the recommendation of CivicPlus. He explained that while the current website's front-facing appearance is adequate, its back-end functionality is problematic, making it difficult for staff to manage and update.

The committee evaluated six vendors, with quotes received from five, ultimately focusing on CivicPlus and Apptegy. CivicPlus was recommended for several reasons: its capability to create a new website architecture, direct integration with CivicClerk and Municode systems for enhanced search functionality, and robust features such as emergency alert notifications and meeting updates.

Mr. Wray also detailed the financial considerations. CivicPlus proposed a base annual cost of \$12,142, with prorated expenses for the first year and \$8,600 in implementation costs, payable over three years. The total three-year cost of CivicPlus is \$42,781, approximately \$5,100 higher than Apptegy's quote. However, CivicPlus offered greater functionality and integration features, justifying the additional expense. Staff also negotiated significant discounts, lowering CivicPlus's original quote substantially. Mr. Wray emphasized the importance of selecting a provider that would best meet the city's long-term needs and provide a seamless user experience for both staff and the public.

9.4. Resolution No. 216-24/25 Authorizing the Purchase of School Bus Radio Air Time with Radi Link Inc.

RESULT:	PASSED (UNANIMOUS)
MOVER:	1st Alternate Mayor Pro Tem John Abel
SECONDER:	Mayor Pro Tem Karen Hohimer
AYES:	1st Alternate Mayor Pro Tem Abel, Mayor Burress, Council Member Nutter, Council Member Hilst, Mayor Pro Tem Hohimer, Council Member Onken
ABSENT:	Council Member Lloyd Orrick

The Council considered Resolution No. 216-24/25, authorizing the purchase of school bus radio airtime with ReadyLink Inc. for the 2024–2025 school year, covering the period from September 1, 2024, to August 31, 2025. City Manager John Dossey explained that this purchase ensures the continued operation of 110 radios used in city buses and at schools. He noted that the City had switched to ReadyLink Inc. the previous year under Resolution No. 36-23/24. The invoice includes a 13% tax, which reflects the simplified municipal telecommunications tax, as the city is exempt from other sales taxes.

Council Member Nutter questioned the timing of the invoice's presentation, noting that it was received on August 1, yet had not been paid, despite a 30-day term. Bus Supervisor Saskia acknowledged the delay, apologized for the lapse, and confirmed that no interest had accrued on the unpaid invoice.

Council Member Hilst raised concerns about the inclusion of such expenses in the City's contracts with school districts, which expire in June 2026. He reiterated his position that all transportation related expenses, including radio airtime, should be fully reimbursed by the school districts. While he

acknowledged the importance of maintaining safety for the children, Council Member Hilst emphasized the need to include such costs in future contract negotiations. He expressed frustration but stated he would support the resolution reluctantly to ensure the continued safe transport of students.

9.5. Resolution No. 217-24/25 Approving an Intergovernmental Agreement for Transit Services with Greater Peoria Mass Transit District (CityLink)

RESULT:	PASSED (UNANIMOUS)
MOVER:	1st Alternate Mayor Pro Tem John Abel
SECONDER:	Mayor Pro Tem Karen Hohimer
AYES:	1st Alternate Mayor Pro Tem Abel, Mayor Burress, Council Member Nutter, Council Member Hilst, Mayor Pro Tem Hohimer, Council Member Onken
ABSENT:	Council Member Lloyd Orrick

The Council considered Resolution No. 217-24/25, approving an intergovernmental agreement (IGA) with Greater Peoria Mass Transit District (CityLink) for transit services. City Manager John Dossey explained that this agreement renews the city's partnership with CityLink to provide public transportation services for Pekin. CityLink will operate the transportation system, maintain vehicles, and provide services under the agreement. Pekin will pay a quarterly fee, not exceeding \$210,000 annually, and will maintain bus stops within the city. The agreement is set to run through June 30, 2025.

Exhibit 1 of the agreement outlines the service details:

- Service operates Monday through Friday from 7:45 a.m. to 5:40 p.m.
- The Pekin-to-Peoria Connector route runs 12 times daily, while the Pekin North and South routes each run 11 times daily.
- CityLink also provides a complementary ADA paratransit service within $\frac{3}{4}$ of a mile of the routes. CityLink reports approximately 100,000 annual rider trips on the Pekin routes, with the Pekin-to-Peoria Connector achieving an on-time performance rate of 78%, while the North and South routes have a 90% on-time rate.

City staff recommended approval of the resolution, emphasizing the importance of maintaining accessible and reliable transit services for the community.

6.5. Ordinance No. 4256-24/25 Approving a Special Use Request Submitted by Hawk-Attollo LLC on Behalf of Tazewell Lutheran School for the Installation and Operation of a Ground Mounted Community Solar Garden at 3219 Court Street.(Case SU 2024-12)

RESULT:	FAILED (1 TO 5)
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MOVER:	Mayor Pro Tem Karen Hohimer
SECONDER:	1st Alternate Mayor Pro Tem John Abel
AYES:	Council Member Hilst
NAYS:	1st Alternate Mayor Pro Tem Abel, Mayor Burress, Council Member Nutter, Mayor Pro Tem Hohimer, Council Member Onken
ABSENT:	Council Member Orrick

The council reviewed Ordinance No. 4256-24/25, a special use request from Atollo LLC on behalf of Tazewell Lutheran School for the installation and operation of a ground-mounted community solar garden at 3219 Court Street. The proposed solar garden would serve the school and its congregation, with excess energy available to subscribing members.

City Manager Dossey introduced the ordinance, deferring to Chief Building Official Nic Maquet to detail the Zoning Board of Appeals' (ZBA) recommendation. Mr. Maquet explained that the ZBA unanimously recommended approval, noting the plan includes a 6-foot chain-link fence with privacy slats along Court Street, while the solar panels would tilt up to a maximum height of 9 feet. The project also plans to maintain the front portion of the lot for potential future development and include a pollinator garden beneath the panels.

Council Member Hohimer expressed concerns regarding the project's aesthetics, citing its location on Court Street—a key area undergoing revitalization to attract businesses. She opposed the installation of solar panels at ground level, suggesting they be placed on the roof instead.

Council Member Abel questioned the condition of the school's roof, noting its current disrepair as the reason for not mounting the panels. He suggested roof repairs be prioritized before pursuing solar panel installation.

Council Member Nutter raised the issue of potential precedent-setting, questioning whether denying this request could conflict with future applications for similar projects. He also expressed concerns about aesthetics and the broader implications of approving the request.

Council Member Hilst highlighted visibility concerns, noting that the proposed 6-foot fence would not completely obscure 9-foot-tall panels and that only the Court Street-facing fence would include privacy slats.

Council Member Hilst motioned to amend the ordinance to require a 10-foot fence with slats on all sides for improved screening. His motion to amend failed due to a lack of a second.

Any Other Business To Come Before The Council

City Manager John Dossey commented on the progress on Court Street, mentioning the positive changes made. City Engineer Josie Esker reported that striping on Court Street, from Stadium Drive to Hilltop, is almost complete, with remaining work on manholes scheduled for after Thanksgiving. She outlined upcoming projects for next year, including segments from Stadium Drive to Route 10 and 8th to 10th, which have been divided into smaller sections to facilitate grant funding. Land acquisition for the next phase is still in progress, with ten properties awaiting finalization. Ms. Esker anticipates calling a special meeting before the December 3 deadline for state letting to avoid delays, although she noted complications with some property agreements.

Council Member Nutter expressed appreciation for addressing the manhole cover issue, while Council Member Abel commended the communication efforts keeping residents informed.

Economic Development Director Josh Wray provided updates on the Luttickan annexation, expected to conclude in the first quarter of 2025, and on wastewater operations, which include implementing new flow meters for improved accuracy.

Council Member Hilst asked about the reliability of the City's current meters, and Ms. Esker explained that the city's equipment is less precise compared to neighboring systems.

Council Member Hilst raised concerns about the City Attorney's agreement not being presented to the Council for approval. City Manager Dossey explained that City Code allows the City Manager to appoint legal counsel without Council approval and that this agreement, categorized as an engagement rather than a contract, adheres to procurement policies and historical precedent.

Council Member Hilst questioned why agreements involving taxpayer dollars do not come before the Council, citing other instances of Council oversight on spending. City Attorney Jim Vasselli clarified the nature of the agreement and affirmed that it complied with the City's code.

Council Member Hilst requested adding an action item to the next agenda for a referendum on a 1% grocery tax in April, which Council Member Nutter seconded. City Attorney Jim Vasselli confirmed that such a referendum would be advisory.

Council Member Nutter also inquired about the bonding and swearing-in of the new city attorney. City Attorney Jim Vasselli assured the council that E&O insurance is in place and offered to be sworn in if necessary.

Mayor Burress concluded by reminding the council of upcoming holiday events, including Winter Wonderland on December 1, and Christmas on Court on December 6.

Executive Session 5 ILCS 120/2 (c)

Mayor Burress stated that there would be no Executive Session.

Adjourn

There being no further business to come to the Council a motion was made by Council Member Nutter seconded by Council Member Abel to adjourn the meeting. Motion carried viva voice vote. Mayor Burress adjourned the meeting at 7:00 PM.

Accounts Payable

To Be Paid Proof List

User: cmbodine@ci.pekin.il.us
Printed: 11/25/2024 - 10:35AM
Batch: 00015.11.2024 - CMB_2024-11-01_IPBC ACH



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				
Intergovernmental Personnel Benefit Cooperative									
14820									
*** 11012024	11/1/2024	313,930.72	0.00	11/01/2024				No	0
695-095-517507 Health Insurance Premium				NOV 2024 - ACTIVE/COBRA - MEDICAL					
*** 11012024	11/1/2024	15,832.16	0.00	11/01/2024				No	0
695-095-517511 Dental Coverage				NOV 2024 - ACTIVE/COBRA - DENTAL					
*** 11012024	11/1/2024	1,482.61	0.00	11/01/2024				No	0
695-095-517506 Vision Coverage				NOV 2024 - ACTIVE/COBRA - VISION					
*** 11012024	11/1/2024	1,928.51	0.00	11/01/2024				No	0
695-095-517504 A D & D Life Premium				NOV 2024 - ACTIVE/COBRA - LIFE					
*** 11012024	11/1/2024	61,413.97	0.00	11/01/2024				No	0
695-095-517515 Health Insurance Prem-Retirees				NOV 2024 - RETIREE - MEDICAL					
*** 11012024	11/1/2024	2,904.64	0.00	11/01/2024				No	0
695-095-517512 Dental Coverage-Retirees				NOV 2024 - RETIREE - DENTAL					
*** 11012024	11/1/2024	270.68	0.00	11/01/2024				No	0
695-095-517513 Vision Coverage Retirees				NOV 2024 - RETIREE - VISION					
*** 11012024	11/1/2024	28.35	0.00	11/01/2024				No	0
695-095-517501 Administration Fees				PLANSOURCE FEE					
*** 11012024	11/1/2024	96.75	0.00	11/01/2024				No	0
695-095-517501 Administration Fees				ACH BILLING FEE					
*** 11012024	11/1/2024	161.25	0.00	11/01/2024				No	0
695-095-517501 Administration Fees				WEX FEE					
*** 11012024	11/1/2024	262.71	0.00	11/01/2024				No	0
695-095-516700 Wellness Program				COMPSYCH LIVES NOT IN PS					
11012024 Total:		398,312.35							
Intergovernmental Personn		398,312.35							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			

Report Total:		398,312.35

Accounts Payable

To Be Paid Proof List

User: cmbodine@ci.pekin.il.us
Printed: 11/22/2024 - 7:26AM
Batch: 00008.11.2024 - CMB_2024-11-22



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				
A Perfect Promotion, Inc									
14324									
8863	11/8/2024	857.06	0.00	11/22/2024				No	0
100-761-598100	Public Relations				SHAKER BOTTLES FOR RECRUITMENT				
8863 Total:		857.06							
A Perfect Promotion, Inc T		857.06							
AAA Certified Confidential Security Corp									
10891									
110837	10/31/2024	178.65	0.00	11/22/2024				No	0
100-761-569000	Other Contractual Service				CONFIDENTIAL MAT'L DISPOSAL - PPD - OCT 2024				
110837 Total:		178.65							
AAA Certified Confidentialia		178.65							
AAIM Employers' Association									
10918									
73202	10/28/2024	3,742.00	0.00	11/22/2024				No	0
100-005-569000	Other Contractual Service				2025 AAIM SVCS - CITYWIDE MEMBERSHIP RENEW				
73202 Total:		3,742.00							
AAIM Employers' Associa		3,742.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number			Description				Reference		
Advance Auto Parts 12965									
5146430630914	11/1/2024	24.98	0.00	11/22/2024				No	0
100-034-534000 Automotive Expense					WIRE LOOM - LADDER 3				
5146430630914 Total:		24.98							
5146431129914	11/6/2024	6.97	0.00	11/22/2024				No	0
223-023-534000 Automotive Expense					HEADLIGHTS - SW16				
5146431129914 Total:		6.97							
5146431131066	11/6/2024	45.88	0.00	11/22/2024				No	0
100-761-534000 Automotive Expense					OIL FILTERS FOR SQUADS				
5146431131066 Total:		45.88							
Advance Auto Parts Total:		77.83							
All Small Engines N More LLC 13945									
6983	10/21/2024	858.00	0.00	11/22/2024				No	0
501-501-557200 License And Inspection Fees					INSPECTIONS/CERTIFICATION FOR 13 BUSES				
6983 Total:		858.00							
7005	10/28/2024	594.00	0.00	11/22/2024				No	0
501-501-557200 License And Inspection Fees					INSPECTIONS/CERTIFICATION FOR 9 BUSES				
7005 Total:		594.00							
7042	11/8/2024	66.00	0.00	11/22/2024				No	0
501-501-557200 License And Inspection Fees					INSPECTION/CERTIFICATION - BUS 1955				
7042 Total:		66.00							
All Small Engines N More		1,518.00							

Altorfer Inc

AP-To Be Paid Proof List (11/22/2024 - 7:26 AM)

*** means this invoice number is a duplicate.

Page 2

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
10019									
PC0330214558	11/15/2024	358.15	0.00	11/22/2024				No	0
100-034-534000 Automotive Expense					REPAIRS - ENGINE 4				
	PC0330214558 Total:	358.15							
	Altorfer Inc Total:	358.15							
Amazon Capital Services, Inc									
10020									
*** 1Y4D1GRJLH'	11/1/2024	186.40	0.00	11/22/2024				No	0
501-501-520200 Office Supplies					OFFICE SUPPLIES - BUS DEPT				
*** 1Y4D1GRJLH'	11/1/2024	314.83	0.00	11/22/2024				No	0
501-501-522400 General Supplies					GENERAL CLEANING SUPPLIES - BUS DEPT				
	1Y4D1GRJLHT3 Total:	501.23							
	Amazon Capital Services, I	501.23							
Ameren Illinois									
10021									
*** 0780071001	11/4/2024	77.96	0.00	11/22/2024				No	0
100-032-550500 Electricity For Street Li					500 PETRI LN MTRD STR LGTS - 10/02-10/31/24				
	0780071001 Total:	77.96							
*** 1270092007	11/4/2024	226.40	0.00	11/22/2024				No	0
525-525-550100 Utilities					13906 AIRPORT LN ELEC VAULT - 10/02-10/31/24				
	1270092007 Total:	226.40							
*** 2010449453	11/5/2024	390.52	0.00	11/22/2024				No	0
100-068-550100 Utilities					111 S CAPITOL ST - 10/01-11/01/24				
	2010449453 Total:	390.52							
*** 2096040026	11/4/2024	47.34	0.00	11/22/2024				No	0
525-525-550100 Utilities					13880 AIRPORT LN - 10/02-10/31/24				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	2096040026 Total:	47.34							
*** 3110014730	11/5/2024	124.23	0.00	11/22/2024				No	0
100-034-550100 Utilities				272 DERBY ST - 10/01-11/01/24					
	3110014730 Total:	124.23							
*** 3139109012	11/4/2024	55.44	0.00	11/22/2024				No	0
100-032-550500 Electricity For Street Li				NEW HANNA RD MTRD STR LGTS - 10/02-10/31/24					
	3139109012 Total:	55.44							
*** 3195120091	10/24/2024	14.99	0.00	11/22/2024				No	0
100-032-550500 Electricity For Street Li				328 B'WAY STR LGHT CTRL (NEW) - 05/16-05/22/24					
*** 3195120091	10/24/2024	82.35	0.00	11/22/2024				No	0
100-032-550500 Electricity For Street Li				328 BROADWAY STR LGHT CTRL - 05/22-06/24/24					
*** 3195120091	10/24/2024	82.64	0.00	11/22/2024				No	0
100-032-550500 Electricity For Street Li				328 BROADWAY STR LGHT CTRL - 06-24-07/24/24					
*** 3195120091	10/24/2024	85.17	0.00	11/22/2024				No	0
100-032-550500 Electricity For Street Li				328 BROADWAY STR LGHT CTRL - 07/24-08/22/24					
*** 3195120091	10/24/2024	96.63	0.00	11/22/2024				No	0
100-032-550500 Electricity For Street Li				328 BROADWAY STR LGHT CTRL - 08/22-09/23/24					
*** 3195120091	10/24/2024	90.10	0.00	11/22/2024				No	0
100-032-550500 Electricity For Street Li				328 BROADWAY STR LGHT CTRL - 09/23-10/22/24					
	3195120091 Total:	451.88							
*** 4110903047	11/6/2024	267.38	0.00	11/22/2024				No	0
231-031-550100 Utilities				1508 EDGEWATER DR - 10/01-11/01/24					
	4110903047 Total:	267.38							
*** 4453109007	11/7/2024	78.08	0.00	11/22/2024				No	0
100-068-550100 Utilities				5 S 5TH ST STREET LIGHTS - 10/07-11/05/24					
	4453109007 Total:	78.08							
*** 7219663132	11/5/2024	107.52	0.00	11/22/2024				No	0
100-034-550100 Utilities				1000 N 14TH ST - 10/01-11/01/24					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
7219663132	Total:	107.52							
*** 8421817021	11/5/2024	121.87	0.00	11/22/2024				No	0
525-525-550100	Utilities				13906 AIRPORT LN, UNIT C - 10/01-11/01/24				
8421817021	Total:	121.87							
*** 8554372008	11/5/2024	116.67	0.00	11/22/2024				No	0
525-525-550100	Utilities				13906 AIRPORT LN - 10/01-11/01/24				
8554372008	Total:	116.67							
*** 9720046000	11/5/2024	7,215.75	0.00	11/22/2024				No	0
231-031-550100	Utilities				606 S FRONT ST - 10/01-11/01/24				
9720046000	Total:	7,215.75							
*** 9786432174	11/5/2024	501.17	0.00	11/22/2024				No	0
100-032-550500	Electricity For Street Li				1208 KOCH ST - 10/01-11/01/24				
9786432174	Total:	501.17							
Ameren Illinois	Total:	9,782.21							
American Water									
12288									
4000293881	11/1/2024	1,033.92	0.00	11/22/2024				No	0
231-029-560701	American Water Consmptn Repts				MONTHLY USAGE - 10/05-10/26/24				
4000293881	Total:	1,033.92							
American Water	Total:	1,033.92							
AutoZone, Inc									
15315									
11072024	11/7/2024	6,400.00	0.00	11/22/2024	CT8T-00oV	land		No	0
445-041-580200	Purchase Of Property				COURT ST LAND ACQ - 900 COURT ST				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
	11072024 Total:	6,400.00							
	AutoZone, Inc Total:	6,400.00							
Bailey, Skylar 13863									
*** EXPENSE-1124	11/18/2024	125.96	0.00	11/22/2024				No	0
100-034-519000 Training And Education					VEHICLE & MACHINERY - 11/10-11/15/24 - MILEAGE				
	EXPENSE-1124 Total:	125.96							
	Bailey, Skylar Total:	125.96							
Beck Oil Company of Illinois 14623									
103124	11/5/2024	350.00	0.00	11/22/2024				No	0
100-761-534000 Automotive Expense					MONTHLY SQUAD WASHES - OCT 2024				
	103124 Total:	350.00							
	Beck Oil Company of Illino	350.00							
Beckham, Roy 14592									
EXPENSE-0124	11/21/2024	11.52	0.00	11/22/2024				No	0
695-095-516700 Wellness Program					GYM REIMBURSEMENT - JAN 2024				
	EXPENSE-0124 Total:	11.52							
EXPENSE-0224	11/21/2024	11.52	0.00	11/22/2024				No	0
695-095-516700 Wellness Program					GYM REIMBURSEMENT - FEB 2024				
	EXPENSE-0224 Total:	11.52							
EXPENSE-0324	11/21/2024	11.52	0.00	11/22/2024				No	0
695-095-516700 Wellness Program					GYM REIMBURSEMENT - MAR 2024				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
	EXPENSE-0324 Total:	11.52							
*** EXPENSE-042	11/21/2024	11.52	0.00	11/22/2024				No	0
695-095-516700 Wellness Program					GYM REIMBURSEMENT - APR 2024				
	EXPENSE-0424 Total:	11.52							
EXPENSE-0524	11/21/2024	11.52	0.00	11/22/2024				No	0
695-095-516700 Wellness Program					GYM REIMBURSEMENT - MAY 2024				
	EXPENSE-0524 Total:	11.52							
EXPENSE-0624	11/21/2024	31.02	0.00	11/22/2024				No	0
695-095-516700 Wellness Program					GYM REIMBURSEMENT - JUN 2024				
	EXPENSE-0624 Total:	31.02							
EXPENSE-0724	11/21/2024	11.52	0.00	11/22/2024				No	0
695-095-516700 Wellness Program					GYM REIMBURSEMENT - JUL 2024				
	EXPENSE-0724 Total:	11.52							
EXPENSE-0824	11/21/2024	11.52	0.00	11/22/2024				No	0
695-095-516700 Wellness Program					GYM REIMBURSEMENT - AUG 2024				
	EXPENSE-0824 Total:	11.52							
*** EXPENSE-092	11/21/2024	11.52	0.00	11/22/2024				No	0
695-095-516700 Wellness Program					GYM REIMBURSEMENT - SEP 2023				
	EXPENSE-0923 Total:	11.52							
EXPENSE-0924	11/21/2024	11.52	0.00	11/22/2024				No	0
695-095-516700 Wellness Program					GYM REIMBURSEMENT - SEP 2024				
	EXPENSE-0924 Total:	11.52							
EXPENSE-1023	11/21/2024	11.52	0.00	11/22/2024				No	0
695-095-516700 Wellness Program					GYM REIMBURSEMENT - OCT 2023				
	EXPENSE-1023 Total:	11.52							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
EXPENSE-1024	11/21/2024	11.52	0.00	11/22/2024				No	0
695-095-516700 Wellness Program				GYM REIMBURSEMENT - OCT 2024					
EXPENSE-1024 Total:		11.52							
EXPENSE-1123	11/21/2024	11.52	0.00	11/22/2024				No	0
695-095-516700 Wellness Program				GYM REIMBURSEMENT - NOV 2023					
EXPENSE-1123 Total:		11.52							
*** EXPENSE-122	11/21/2024	11.52	0.00	11/22/2024				No	0
695-095-516700 Wellness Program				GYM REIMBURSEMENT - DEC 2023					
EXPENSE-1223 Total:		11.52							
Beckham, Roy Total:		180.78							
Behm's Pest Control, Inc 14445									
58207	10/12/2024	250.00	0.00	11/22/2024				No	0
501-501-566600 Pest Control				PEST CONTROL - BUS DEPT					
58207 Total:		250.00							
Behm's Pest Control, Inc T		250.00							
Benson's Maytag Inc 12783									
AB2RGQ	9/23/2024	75.00	0.00	11/22/2024				No	0
100-034-534400 Equipment Repairs				SERVICE CALL FOR OVEN @ FIRE STATION #3					
AB2RGQ Total:		75.00							
AB2SRK	11/13/2024	275.00	0.00	11/22/2024				No	0
100-034-534400 Equipment Repairs				WASHER REPAIR @ FIRE STATION #1					
AB2SRK Total:		275.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
Benson's Maytag Inc Total		350.00							
Britton Electronics & Automation, Inc									
10083									
2250297	11/12/2024	1,616.44	0.00	11/22/2024				No	0
231-030-534400 Equipment Repairs			RPR CHECK VALVES @ HICKORY HILLS LIFT STN						
2250297 Total:		1,616.44							
*** 2250298	11/12/2024	208.50	0.00	11/22/2024				No	0
231-030-534400 Equipment Repairs			REPAIRS @ HICKORY HILLS LIFT STATION						
*** 2250298	11/12/2024	104.36	0.00	11/22/2024				No	0
231-030-529000 Equipment			REPAIRS @ HICKORY HILLS LIFT STATION						
2250298 Total:		312.86							
2250302	11/12/2024	764.50	0.00	11/22/2024				No	0
231-030-534400 Equipment Repairs			REPAIRS @ HICKORY HILLS LIFT STATION						
2250302 Total:		764.50							
2250304	11/12/2024	208.50	0.00	11/22/2024				No	0
231-030-534400 Equipment Repairs			REPAIRS @ OAKWOOD LIFT STATION						
2250304 Total:		208.50							
Britton Electronics & Auto		2,902.30							
Brown, Deborah									
15313									
11052024	11/5/2024	1,550.00	0.00	11/22/2024	CT8T-00oV	land		No	0
445-041-580200 Purchase Of Property			COURT ST LAND ACQ - 601 W SHORE DR						
11052024 Total:		1,550.00							
Brown, Deborah Total:		1,550.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
Callahan, David									
15314									
10312024	10/31/2024	750.00	0.00	11/22/2024	CT8T-00oV	land		No	0
445-041-580200 Purchase Of Property				COURT ST LAND ACQ - 1500 COURT ST					
10312024 Total:		750.00							
Callahan, David Total:		750.00							
Calpine Energy Solutions, LLC									
10590									
*** 2432300206560	11/18/2024	22.35	0.00	11/22/2024				No	0
100-032-550600 Electricity For Signal Li				101 S PARKWAY DR TRF LGTS - 09/24-10/23/24					
*** 2432300206560	11/18/2024	7.17	0.00	11/22/2024				No	0
100-032-550600 Electricity For Signal Li				MALL & COMM UNMTRD TRF LGTS - 09/18-10/17/24					
*** 2432300206560	11/18/2024	30.60	0.00	11/22/2024				No	0
100-032-550600 Electricity For Signal Li				MALL & COMM TRF LGTS - 09/17-10/16/24					
*** 2432300206560	11/18/2024	80.85	0.00	11/22/2024				No	0
100-032-550500 Electricity For Street Li				500 PETRI LN MTRD STR LGTS - 10/02-10/31/24					
*** 2432300206560	11/18/2024	3,781.69	0.00	11/22/2024				No	0
100-032-550500 Electricity For Street Li				1208 KOCH ST CUST OWN STR LGTS - 09/16-10/15/24					
*** 2432300206560	11/18/2024	964.36	0.00	11/22/2024				No	0
100-032-550500 Electricity For Street Li				1208 KOCH ST UNMTRD STR LGTS - 09/16-10/15/24					
*** 2432300206560	11/18/2024	1.16	0.00	11/22/2024				No	0
231-030-550100 Utilities				99 CAROLINE ST - 09/29-10/28/24					
*** 2432300206560	11/18/2024	46.47	0.00	11/22/2024				No	0
231-030-550100 Utilities				235 WHITE PINE TRAIL - 09/24-10/23/24					
*** 2432300206560	11/18/2024	1.24	0.00	11/22/2024				No	0
231-030-550100 Utilities				99 FAYETTE ST - 10/03-11/03/24					
*** 2432300206560	11/18/2024	32.78	0.00	11/22/2024				No	0
231-030-550100 Utilities				805 EAST SHORE DR - 09/18-10/17/24					
*** 2432300206560	11/18/2024	2.18	0.00	11/22/2024				No	0
231-030-550100 Utilities				801 SHERIDAN RD - 09/11-10/10/24					
*** 2432300206560	11/18/2024	47.57	0.00	11/22/2024				No	0
231-030-550100 Utilities				1901 EL CAMINO DR - 09/19-10/20/24					
*** 2432300206560	11/18/2024	113.75	0.00	11/22/2024				No	0
231-030-550100 Utilities				110 STATE, UNIT FT - 09/29-10/28/24					
*** 2432300206560	11/18/2024	15.51	0.00	11/22/2024				No	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
231-030-550100 Utilities *** 2432300206560	11/18/2024	32.52	0.00	1802 OAKWOOD DR - 09/18-10/17/24 11/22/2024				No	0
231-030-550100 Utilities *** 2432300206560	11/18/2024	3.82	0.00	2120 SUSAN HOPE DR - 09/11-10/10/24 11/22/2024				No	0
231-030-550100 Utilities *** 2432300206560	11/18/2024	40.92	0.00	2 CAPE CT - 09/11-10/10/24 11/22/2024				No	0
231-030-550100 Utilities *** 2432300206560	11/18/2024	46.30	0.00	1831 WINGED FOOT DR - 09/24-10/23/24 11/22/2024				No	0
231-030-550100 Utilities *** 2432300206560	11/18/2024	13.78	0.00	2804 S 14TH ST - 09/22-10/21/24 11/22/2024				No	0
100-068-550100 Utilities *** 2432300206560	11/18/2024	397.92	0.00	1411 ELMGROVE TOWER - 09/25-10/24/24 11/22/2024				No	0
100-068-550100 Utilities *** 2432300206560	11/18/2024	46.06	0.00	1130 KOCH ST, UNIT A - 10/01-11/01/24 11/22/2024				No	0
100-068-550100 Utilities *** 2432300206560	11/18/2024	19.32	0.00	911 BRENKMAN DR - 09/26-10/27/24 11/22/2024				No	0
100-068-550100 Utilities *** 2432300206560	11/18/2024	23.39	0.00	95 COURT ST UNMTRD - 10/03-11/01/24 11/22/2024				No	0
100-068-550100 Utilities *** 2432300206560	11/18/2024	5.05	0.00	95 COURT ST - 10/03-11/03/24 11/22/2024				No	0
100-068-550100 Utilities *** 2432300206560	11/18/2024	0.65	0.00	310 MARGARET ST - 09/29-10/28/24 11/22/2024				No	0
100-068-550100 Utilities *** 2432300206560	11/18/2024	2.63	0.00	2504 S 2ND ST PEKIN SIGN - 09/22-10/21/24 11/22/2024				No	0
100-068-550100 Utilities *** 2432300206560	11/18/2024	1,756.75	0.00	407 ANN ELIZA ST - 09/29-10/28/24 11/22/2024				No	0
100-068-550100 Utilities *** 2432300206560	11/18/2024	32.47	0.00	111 S CAPITOL ST - 10/04-11/01/24 11/22/2024				No	0
231-031-550100 Utilities *** 2432300206560	11/18/2024	9,259.70	0.00	606 S FRONT ST UNMTRD - 09/25-10/24/24 11/22/2024				No	0
231-031-550100 Utilities *** 2432300206560	11/18/2024	17.09	0.00	606 S FRONT ST - 10/02-11/01/24 11/22/2024				No	0
231-031-550100 Utilities *** 2432300206560	11/18/2024	107.03	0.00	2500 S 2ND ST FBOP - 09/22-10/21/24 11/22/2024				No	0
525-525-550100 Utilities *** 2432300206560	11/18/2024	1,804.09	0.00	13906 AIRPORT LN, UNIT B - 10/02-10/31/24 11/22/2024				No	0
525-525-550100 Utilities *** 2432300206560	11/18/2024	73.02	0.00	13906 AIRPORT LN ELEC VAULT - 10/02-10/31/24 11/22/2024				No	0
525-525-550100 Utilities				13906 AIRPORT LN, UNIT A - 10/02-10/31/24					

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*** means this invoice number is a duplicate.

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
*** 2432300206560	11/18/2024	22.12	0.00	11/22/2024				No	0
525-525-550100 Utilities					13918 AIRPORT LN, UNIT B1 - 10/02-10/31/24				
*** 2432300206560	11/18/2024	1.95	0.00	11/22/2024				No	0
100-032-550100 Utilities					1208 KOCH ST UNMTRD - 10/01-11/01/24				
*** 2432300206560	11/18/2024	214.12	0.00	11/22/2024				No	0
100-032-550100 Utilities					1208 KOCH ST - 10/01-11/01/24				
*** 2432300206560	11/18/2024	46.01	0.00	11/22/2024				No	0
100-032-550100 Utilities					1140 KOCH ST SALT DOME - 09/15-10/14/24				
*** 2432300206560	11/18/2024	68.08	0.00	11/22/2024				No	0
501-501-550100 Utilities					1130 KOCH ST (BUS) - 10/01-11/01/24				
*** 2432300206560	11/18/2024	13.43	0.00	11/22/2024				No	0
501-501-550100 Utilities					1130 KOCH, UNIT B (25938263) (BUS) - 09/14-10/12/24				
*** 2432300206560	11/18/2024	285.99	0.00	11/22/2024				No	0
501-501-550100 Utilities					1130 KOCH, UNIT B (25901276) (BUS) - 09/15-10/14/24				
*** 2432300206560	11/18/2024	385.57	0.00	11/22/2024				No	0
100-034-550100 Utilities					3232 COURT ST - 09/17-10/16/24				
*** 2432300206560	11/18/2024	332.78	0.00	11/22/2024				No	0
100-034-550100 Utilities					272 DERBY ST - 09/12-10/13/24				
*** 2432300206560	11/18/2024	68.09	0.00	11/22/2024				No	0
699-069-550100 Utilities					1130 KOCH ST (VMF) - 10/01-11/01/24				
*** 2432300206560	11/18/2024	13.43	0.00	11/22/2024				No	0
699-069-550100 Utilities					1130 KOCH, UNIT B (25938263) (VMF) - 09/14-10/12/24				
*** 2432300206560	11/18/2024	285.99	0.00	11/22/2024				No	0
699-069-550100 Utilities					1130 KOCH, UNIT B (25901276) (VMF) - 09/15-10/14/24				
243230020656021 Total:		20,567.75							
Calpine Energy Solutions, L		20,567.75							
Cintas Corporation									
10115									
4202197913	8/15/2024	114.64	0.00	11/22/2024				No	0
699-069-569000 Other Contractual Service					VMF UNIFORM CLEANING				
4202197913 Total:		114.64							
4210869265	11/7/2024	114.64	0.00	11/22/2024				No	0
699-069-569000 Other Contractual Service					VMF UNIFORM CLEANING				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	4210869265 Total:	114.64							
	Cintas Corporation Total:	229.28							
Collins, Saskia 14730									
EXPENSE-0924A	11/15/2024	7.88	0.00	11/22/2024				No	0
501-501-520200 Office Supplies					64 GB FLASH DRIVE - 09/06/24				
	EXPENSE-0924A Total:	7.88							
EXPENSE-0924B	11/15/2024	56.99	0.00	11/22/2024				No	0
501-501-520200 Office Supplies					ERGONOMIC KEYBOARD - 09/08/24				
	EXPENSE-0924B Total:	56.99							
EXPENSE-1124	11/15/2024	33.98	0.00	11/22/2024				No	0
501-501-597900 Employee Appreciation					CANDY FOR SAFETY MEETING - 11/04/24				
	EXPENSE-1124 Total:	33.98							
	Collins, Saskia Total:	98.85							
Comcast Business Communications, LLC 14903									
*** 203130107121	10/26/2024	41.79	0.00	11/22/2024				No	0
501-501-569000 Other Contractual Service					CABLE FOR BUS DEPT - 11/01-11/30/24				
	203130107121 Total:	41.79							
	Comcast Business Commu	41.79							
Conway Shield, Inc 14482									
528960	10/29/2024	592.50	0.00	11/22/2024				No	0
100-034-529000 Equipment					FIRE GLOVES (X 6)				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
528960 Total:		592.50							
529314	11/8/2024	1,996.66	0.00	11/22/2024				No	0
100-034-529000 Equipment		HELMETS (X 10)							
529314 Total:		1,996.66							
529317	11/8/2024	510.09	0.00	11/22/2024				No	0
100-034-529000 Equipment		HELMETS (X 2)							
529317 Total:		510.09							
529412	11/12/2024	734.72	0.00	11/22/2024				No	0
100-034-529000 Equipment		RENTAL GEAR							
529412 Total:		734.72							
Conway Shield, Inc Total:		3,833.97							
Cummins Inc									
13953									
Q1241077475	10/31/2024	599.92	0.00	11/22/2024				No	0
501-501-534400 Equipment Repairs		AIR COMPRESSOR - BUS DEPT							
Q1241077475 Total:		599.92							
Cummins Inc Total:		599.92							
Durm, Tammy									
15317									
EXPENSE-1024	11/18/2024	12.00	0.00	11/22/2024				No	0
501-501-534000 Automotive Expense		CAR WASH - VAN 1074 - 10/24/24							
EXPENSE-1024 Total:		12.00							
Durm, Tammy Total:		12.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
Easier Grounds Management LLC 15178									
4006	10/31/2024	21.00	0.00	11/22/2024				No	0
100-068-534200 Buildings And Grounds Rep				T & M - 10/10/24					
4006 Total:		21.00							
4078	11/1/2024	2,060.00	0.00	11/22/2024				No	0
100-068-534200 Buildings And Grounds Rep				DIST 5 MOWING - OCT 2024					
4078 Total:		2,060.00							
Easier Grounds Manageme		2,081.00							
eLineup LLC 12913									
1527	10/11/2024	600.00	0.00	11/22/2024				No	0
100-761-538000 Maintenance Agreements				ANNUAL MAINT AGMT - 11/15/24 THRU 11/15/25					
1527 Total:		600.00							
eLineup LLC Total:		600.00							
First Arriving iO, Inc 13622									
3876	8/29/2024	1,679.08	0.00	11/22/2024				No	0
100-034-538000 Maintenance Agreements				DASHBOARD LICENSE RENEW - 11/30/24-11/29/25					
3876 Total:		1,679.08							
First Arriving iO, Inc Total		1,679.08							
Gardner, Terry 12295									
*** EXPENSE-102	11/15/2024	8.61	0.00	11/22/2024				No	0
501-501-554200 Meals/Lodging				PCHS FROSH VOLLEYBALL - TRIP 15906 - 10/19/24					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #	
Account Number	Description				Reference					
EXPENSE-1024 Total:		8.61								
Gardner, Terry Total:		8.61								
Gatehouse Media Illinois Holdings Inc										
14577										
*** 6741121	10/31/2024	617.76	0.00	11/22/2024					No	0
100-004-551000 Printing And Publications		ANNUAL TREASURER'S REPORT FY24 - 10/09/24								
*** 6741121	10/31/2024	31.00	0.00	11/22/2024					No	0
100-004-551000 Printing And Publications		HANNA DRIVE RFP - 10/02/24								
*** 6741121	10/31/2024	40.00	0.00	11/22/2024					No	0
100-004-551000 Printing And Publications		WAGE & COMPENSATION STUDY - 10/11/24								
*** 6741121	10/31/2024	29.00	0.00	11/22/2024					No	0
100-004-551000 Printing And Publications		LEGAL SERVICES - 10/20/24								
*** 6741121	10/31/2024	100.00	0.00	11/22/2024					No	0
100-793-551000 Printing And Publications		NOVEMBER ZBA MEETING - 10/27/24								
6741121 Total:		817.76								
Gatehouse Media Illinois H		817.76								
Getz Fire Equipment Co										
10223										
I1872402	10/23/2024	120.00	0.00	11/22/2024					No	0
501-501-529000 Equipment		FIRE EQUIPM'T SRVC & MAINTENANCE - BUS DEPT								
I1872402 Total:		120.00								
Getz Fire Equipment Co T		120.00								
GFL Environmental										
14249										
P60005204081	10/31/2024	29,055.77	0.00	11/22/2024					No	0
223-023-566500 Landfill Expense		LANDFILL FEES - 10/16-10/31/24								

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
	P60005204081 Total:	29,055.77							
PA0000006000	10/18/2024	3,414.00	0.00	11/22/2024				No	0
100-032-535000 Material And Hauling			ROLL-OFF FEE FOR SPRUCE UP PEKIN						
PA0000006000 Total:		3,414.00							
GFL Environmental Total:		32,469.77							
Grainger									
10235									
9288211288	10/21/2024	1,882.53	0.00	11/22/2024				No	0
100-034-529000 Equipment			FLAMMABLE LIQUIDS CABINET						
9288211288 Total:		1,882.53							
9298682478	10/30/2024	706.06	0.00	11/22/2024				No	0
100-034-529000 Equipment			SHELVING						
9298682478 Total:		706.06							
Grainger Total:		2,588.59							
Hall, Lory									
14690									
EXPENSE-1124	11/15/2024	13.97	0.00	11/22/2024				No	0
501-501-554200 Meals/Lodging			LIFESKILLS - TRIP 15983 - 11/06/24						
EXPENSE-1124 Total:		13.97							
Hall, Lory Total:		13.97							
Havens, Michelle									
11019									
EXPENSE-1124	11/15/2024	19.00	0.00	11/22/2024				No	0
501-501-554200 Meals/Lodging			ORCHESTRA - TRIP 15952 - 11/02/24						

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
	EXPENSE-1124 Total:	19.00							
	Havens, Michelle Total:	19.00							
Haynes, Jessica 14809									
EXPENSE-1124	11/15/2024	14.27	0.00	11/22/2024				No	0
501-501-554200 Meals/Lodging					GIRLS BASKETBALL - TRIP 15941 - 11/04/24				
	EXPENSE-1124 Total:	14.27							
	Haynes, Jessica Total:	14.27							
Herr Petroleum Corporation 12712									
*** D42530	11/7/2024	13,617.85	0.00	11/22/2024				No	0
699-000-160100 Fuel Inventory					DIESEL - 4500 GAL @ 3.03/GAL				
*** D42530	11/7/2024	6,336.39	0.00	11/22/2024				No	0
699-000-160100 Fuel Inventory					REG N/L - 2499 GAL @ 2.54/GAL				
	D42530 Total:	19,954.24							
	Herr Petroleum Corporatio	19,954.24							
Illini Plumbing Inc 12264									
20652	11/11/2024	2,517.20	0.00	11/22/2024				No	0
100-068-534200 Buildings And Grounds Rep					DERBY ST RE-PIPING				
	20652 Total:	2,517.20							
	Illini Plumbing Inc Total:	2,517.20							
Illinois American Water Company									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
10291									
*** 210000997451	11/6/2024	90.22	0.00	11/22/2024				No	0
100-068-550100 Utilities					FIRE STATION #2 - 10/03-11/04/24				
	210000997451 Total:	90.22							
*** 210001081786	11/6/2024	18.54	0.00	11/22/2024				No	0
100-068-550100 Utilities					7TH ST YD HYDRANT - 10/04-11/05/24				
	210001081786 Total:	18.54							
*** 210001171146	11/11/2024	190.60	0.00	11/22/2024				No	0
100-068-550100 Utilities					1130 KOCH ST BUS DEPT - 10/08-11/07/24				
	210001171146 Total:	190.60							
*** 210002547388	11/8/2024	89.68	0.00	11/22/2024				No	0
100-068-550100 Utilities					272 DERBY ST FIRE STATION - 10/05-11/06/24				
	210002547388 Total:	89.68							
*** 210003041258	11/8/2024	18.54	0.00	11/22/2024				No	0
100-068-550100 Utilities					1118 DERBY ST YD HYDRANT - 10/08-11/07/24				
	210003041258 Total:	18.54							
*** 210003090717	11/8/2024	69.66	0.00	11/22/2024				No	0
100-068-550100 Utilities					1208 KOCH ST STREET DEPT - 10/08-11/07/24				
	210003090717 Total:	69.66							
*** 220001944051	11/11/2024	139.81	0.00	11/22/2024				No	0
100-068-550100 Utilities					1200 KOCH ST VMF - 10/08-11/07/24				
	220001944051 Total:	139.81							
	Illinois American Water Co	617.05							
Illinois Department of Revenue									
10298									
1173803696	11/20/2024	597.00	0.00	11/22/2024				No	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number			Description		Reference				
525-000-218800 Sales Tax Payable					OCT 2024 AIRPRT FUEL SALES TAX ACCT 3978-6463				
1173803696 Total:		597.00							
Illinois Department of Rev		597.00							
Illinois Oil Marketing Equipment, Inc 10313									
55049	10/31/2024	26.92	0.00	11/22/2024				No	0
100-032-534000 Automotive Expense					NIPPLES - STREET DEPT 418				
55049 Total:		26.92							
Illinois Oil Marketing Equi		26.92							
Innovative Medical Therapies LLC 11358									
3058	10/17/2024	150.00	0.00	11/22/2024				No	0
501-501-559000 Medical Expense/supplies					ANNUAL PHYSICAL & DRUG SCREEN				
3058 Total:		150.00							
3059	10/17/2024	150.00	0.00	11/22/2024				No	0
501-501-559000 Medical Expense/supplies					ANNUAL PHYSICAL & DRUG SCREEN				
3059 Total:		150.00							
Innovative Medical Therap		300.00							
IWIRC 10335									
412915	10/21/2024	42.00	0.00	11/22/2024				No	0
501-501-559000 Medical Expense/supplies					DRUG SCREEN POST-ACCIDENT - 10/11/24				
412915 Total:		42.00							
413092	10/21/2024	106.00	0.00	11/22/2024				No	0

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number			Description		Reference				
501-501-559000 Medical Expense/supplies					PRE-EMP PHYSICAL/DRUG SCREEN - 10/15/24				
413092 Total:		106.00							
IWIRC Total:		148.00							
IX Controls 13373									
508	11/1/2024	13,350.00	0.00	11/22/2024				No	0
100-068-534200 Buildings And Grounds Rep					VAV CONTROLLERS/SENSORS - RES. 80-23/24				
508 Total:		13,350.00							
IX Controls Total:		13,350.00							
Kimball Midwest 11679									
102793492	11/13/2024	29.00	0.00	11/22/2024				No	0
100-032-522400 General Supplies					BOLTS - VMF				
102793492 Total:		29.00							
102797327	11/13/2024	62.24	0.00	11/22/2024				No	0
100-032-522400 General Supplies					1-1/2 X 25 YD #120 SCREEN - VMF				
102797327 Total:		62.24							
102797545	11/13/2024	525.60	0.00	11/22/2024				No	0
100-032-522400 General Supplies					STARTING FLUID/HI-BLAST BRAKE PWR/DE-ICER				
102797545 Total:		525.60			G/L corrected to 100-032-534000 (Automotive Expenses) – CMB 2024-12-04				
Kimball Midwest Total:		616.84							
Lenz Oil Service Inc 10373									
21307	10/8/2024	3,808.00	0.00	11/22/2024				No	0

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
100-032-522400 General Supplies					HFE-90 OIL FOR DURAPATCHER				
21307 Total:		3,808.00							
Lenz Oil Service Inc Total:		3,808.00							
LHF Compost Inc 11829									
1711841	11/8/2024	2,859.09	0.00	11/22/2024				No	0
223-025-566501 Compost Site Expense					YW FEE - 11/04-11/08/24				
1711841 Total:		2,859.09							
LHF Compost Inc Total:		2,859.09							
Limelight Communications, Inc 15164									
LL55532	11/10/2024	180.00	0.00	11/22/2024				No	0
570-570-598100 Public Relations					HOMETOWN VOICE ADS - NOV 2024				
LL55532 Total:		180.00							
Limelight Communications		180.00							
M.E.R.C. Construction Inc 14114									
COP20241	10/24/2024	63,314.00	0.00	11/22/2024	ADAT-GRNT	contr		No	0
100-068-584009 General Public Improvements					ADA IMPROVEM'T @ BUS ENTRNCE - RES 200-24/25				
COP20241 Total:		63,314.00							
M.E.R.C. Construction Inc		63,314.00							
Mathews, Trenten 15008									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
EXPENSE-0824	11/15/2024	22.50	0.00	11/22/2024				No	0
695-095-516700 Wellness Program					GYM REIMBURSEMENT - AUG 2024				
EXPENSE-0824 Total:		22.50							
EXPENSE-0924	11/15/2024	22.50	0.00	11/22/2024				No	0
695-095-516700 Wellness Program					GYM REIMBURSEMENT - SEP 2024				
EXPENSE-0924 Total:		22.50							
Mathews, Trenten Total:		45.00							
McDaniels Marketing Communications 10839									
INV11646	10/2/2024	500.00	0.00	11/22/2024				No	0
208-208-598100 Public Relations					TOURISM WEBSITE MAINTENANCE - OCT 2024				
INV11646 Total:		500.00							
INV11845	11/6/2024	500.00	0.00	11/22/2024				No	0
208-208-598100 Public Relations					TOURISM WEBSITE MAINTENANCE - NOV 2024				
INV11845 Total:		500.00							
INV11866	11/7/2024	3,450.00	0.00	11/22/2024				No	0
208-208-598505 Special Events					BICENTENNIAL KIDS ACTIVITY BOOKS				
INV11866 Total:		3,450.00							
McDaniels Marketing Com		4,450.00							
McKesson Medical-Surgical Gov't Solutions LLC 10431									
22817760	10/24/2024	352.29	0.00	11/22/2024				No	0
100-034-522500 Emergency Medical Supplie					EMERGENCY MEDICAL SUPPLIES				
22817760 Total:		352.29							
22884950	11/8/2024	483.32	0.00	11/22/2024				No	0

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number			Description				Reference		
100-034-522500	Emergency Medical Supplie				EMERGENCY MEDICAL SUPPLIES				
	22884950 Total:	483.32							
22893646	11/11/2024	1,246.86	0.00	11/22/2024				No	0
100-034-522500	Emergency Medical Supplie				EMERGENCY MEDICAL SUPPLIES				
	22893646 Total:	1,246.86							
	McKesson Medical-Surgica	2,082.47							
McMillan, Sue 10407									
EXPENSE-1124	11/18/2024	15.68	0.00	11/22/2024				No	0
100-004-518700	Mileage				RECORD ANNUAL LEVY ORD - 11/15/24 - MILEAGE				
	EXPENSE-1124 Total:	15.68							
	McMillan, Sue Total:	15.68							
Menards 10414									
87879	9/30/2024	34.99	0.00	11/22/2024				No	0
100-032-529000	Equipment				GSMN 8000L RECHARGE FLASHLIGHT				
	87879 Total:	34.99							
88468	10/7/2024	20.59	0.00	11/22/2024				No	0
100-032-534900	Sidewalk Renovation / Ins				SCREWS/2 X 4-8' FOR ADA SIDEWALKS FORM				
	88468 Total:	20.59							
88524	10/8/2024	51.98	0.00	11/22/2024				No	0
100-032-534900	Sidewalk Renovation / Ins				THREAD ADAPTER/36 X 5 ROUND END FORM - ADA				
	88524 Total:	51.98							
89919	10/25/2024	10.95	0.00	11/22/2024				No	0
100-032-534900	Sidewalk Renovation / Ins				2 X 4 FOR SIDEWALKS				

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
89919 Total:		10.95							
90938	11/8/2024	27.98	0.00	11/22/2024				No	0
231-030-522400 General Supplies			PLIERS/13" NEEDLE STRT FOR STATE ST LIFT STN						
90938 Total:		27.98							
91471	11/15/2024	12.47	0.00	11/22/2024				No	0
100-068-534200 Buildings And Grounds Rep			STORM DOOR PUSH-BUTTON HANDLE						
91471 Total:		12.47							
91625	11/18/2024	397.02	0.00	11/22/2024				No	0
100-068-534200 Buildings And Grounds Rep			FIRE STATION #1 DOOR						
91625 Total:		397.02							
91626	11/18/2024	3.99	0.00	11/22/2024				No	0
100-068-534200 Buildings And Grounds Rep			LUBRICANT						
91626 Total:		3.99							
Menards Total:		559.97							
Mercury Medical									
14716									
INV251850	11/12/2024	263.36	0.00	11/22/2024				No	0
100-034-522500 Emergency Medical Supplie			EMERGENCY MEDICAL SUPPLIES						
INV251850 Total:		263.36							
Mercury Medical Total:		263.36							
Midwest Transit Equipment, Inc									
10421									
X10107328901	10/30/2024	248.21	0.00	11/22/2024				No	0
501-501-534000 Automotive Expense			BOLTS - BUS 1101						

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
	X10107328901 Total:	248.21							
X10107331201	11/1/2024	205.30	0.00	11/22/2024				No	0
501-501-534000	Automotive Expense				WINDOW/SEAL - BUS 1935				
	X10107331201 Total:	205.30							
	Midwest Transit Equipmen	453.51							
NAPA Auto Parts 10441									
590009	10/31/2024	28.58	0.00	11/22/2024				No	0
100-032-534000	Automotive Expense				LIGHTS FOR STREET DEPT TRUCKS				
	590009 Total:	28.58							
590059	11/1/2024	668.96	0.00	11/22/2024				No	0
100-761-534000	Automotive Expense				BRAKE PADS/ROTORS				
	590059 Total:	668.96							
590213	11/4/2024	213.00	0.00	11/22/2024				No	0
100-761-534000	Automotive Expense				BRAKE ROTORS - SQUAD 2200				
	590213 Total:	213.00							
	NAPA Auto Parts Total:	910.54							
National Rental of Pekin Inc 10838									
101517	10/17/2024	351.00	0.00	11/22/2024				No	0
100-032-524000	Lease/rental Of Equipment				COMPRESSOR RENTAL - 10/15-10/17/24				
	101517 Total:	351.00							
	National Rental of Pekin In	351.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
Neaveill, Tyler									
13154									
*** EXPENSE-042	4/8/2024	381.23	0.00	04/12/2024				No	0
100-761-519000 Training And Education					LEDA OMAHA TRNG - 04/21-04/24/24 - LODGING				
*** EXPENSE-042	4/8/2024	224.00	0.00	04/12/2024				No	0
100-761-519000 Training And Education					LEDA OMAHA TRNG - 04/21-04/24/24 - MEALS				
	EXPENSE-0424 Total:	605.23							
	Neaveill, Tyler Total:	605.23							
Peoria County Regional Office of Education									
14774									
11092024A	11/9/2024	10.00	0.00	11/22/2024				No	0
501-501-519000 Training And Education					BUS DRIVER INITIAL TRAINING COURSE - TH				
	11092024A Total:	10.00							
11092024B	11/9/2024	10.00	0.00	11/22/2024				No	0
501-501-519000 Training And Education					BUS DRIVER INITIAL TRAINING COURSE - BS				
	11092024B Total:	10.00							
11092024C	11/9/2024	10.00	0.00	11/22/2024				No	0
501-501-519000 Training And Education					BUS DRIVER INITIAL TRAINING COURSE - CT				
	11092024C Total:	10.00							
	Peoria County Regional Of	30.00							
Ray O'Herron Co, Inc									
10539									
2375991	11/7/2024	297.68	0.00	11/22/2024				No	0
100-761-554300 Tools & Uniforms					TOOLS FOR PATROL & TRANSPORT ITEMS				
	2375991 Total:	297.68							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
Ray O'Herron Co, Inc Tota		297.68							
Rescued Heart Animal Hospital 11595									
362588	11/1/2024	160.10	0.00	11/22/2024				No	0
100-761-592602 Canine Unit				K-9 EXPENSE					
362588 Total:		160.10							
Rescued Heart Animal Hos		160.10							
Roanoke Concrete Products Co 10553									
255054	11/4/2024	567.00	0.00	11/22/2024				No	0
231-033-564100 Drainage Improvements				4000# CONCRETE WHITE ROCK FOR CB REPAIR					
255054 Total:		567.00							
Roanoke Concrete Product		567.00							
Rush Truck Centers 12346									
3039388516	11/1/2024	3,733.52	0.00	11/22/2024				No	0
100-032-534000 Automotive Expense				SPRING CHASSIS FRONTS/BOLTS - STREET 465					
3039388516 Total:		3,733.52							
Rush Truck Centers Total:		3,733.52							
S.J. Smith Co, Inc 11920									
6717316	11/1/2024	84.00	0.00	11/22/2024				No	0
699-069-556100 Gasoline/diesel Fuel				PROPANE					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
6717316 Total:		84.00							
S.J. Smith Co, Inc Total:		84.00							
Schertz, Christy 13362 EXPENSE-1024	11/15/2024	12.59	0.00	11/22/2024				No	0
501-501-554200 Meals/Lodging					PCHS BOYS SOCCER - TRIP 15948 - 10/19/24				
EXPENSE-1024 Total:		12.59							
Schertz, Christy Total:		12.59							
Schwartz Electric 10579 18542	4/8/2024	299.40	0.00	11/22/2024				No	0
100-032-523000 Traffic/Street Signs & Marking					INSTALL LED FIXTURE @ SHERIDAN & GRAND LK				
18542 Total:		299.40							
18852	7/31/2024	714.74	0.00	11/22/2024				No	0
100-068-584009 General Public Improvements					STR LGT SERVICE @ POCKET PARK/3RD/CAPITOL				
18852 Total:		714.74							
19090	11/14/2024	4,692.00	0.00	11/22/2024				No	0
100-032-529000 Equipment					LED LIGHT FIXTURES (X 17)				
19090 Total:		4,692.00							
19097	11/15/2024	3,335.83	0.00	11/22/2024				No	0
100-068-534200 Buildings And Grounds Rep					INSTALL NEW LIGHTS @ FIRE STATION #3				
19097 Total:		3,335.83							
Schwartz Electric Total:		9,041.97							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
Sentry Safety Supply Inc 10882									
*** 287811IN	11/8/2024	107.47	0.00	11/22/2024				No	0
100-032-554300 Uniforms And Tools					RAIN JACKETS/VESTS/GLOVES				
*** 287811IN	11/8/2024	107.47	0.00	11/22/2024				No	0
223-023-554300 Uniforms And Tools					RAIN JACKETS/VESTS/GLOVES				
*** 287811IN	11/8/2024	107.46	0.00	11/22/2024				No	0
223-025-554300 Uniforms And Tools					RAIN JACKETS/VESTS/GLOVES				
*** 287811IN	11/8/2024	107.46	0.00	11/22/2024				No	0
223-026-554300 Uniforms And Tools					RAIN JACKETS/VESTS/GLOVES				
287811IN Total:		429.86							
Sentry Safety Supply Inc T		429.86							
Smith, Ryan 10733									
EXPENSE-1124	11/15/2024	276.00	0.00	11/22/2024				No	0
100-761-519000 Training And Education					ITOA CONF 2024 - 11/24-11/26/24 - PER DIEM				
EXPENSE-1124 Total:		276.00							
Smith, Ryan Total:		276.00							
Supreme Radio Communications, Inc 12353									
187030	10/31/2024	717.03	0.00	11/22/2024				No	0
100-761-524000 Lease/rental Of Equipment					UPFITTING NEW SQUADS				
187030 Total:		717.03							
188611	10/31/2024	380.00	0.00	11/22/2024				No	0
100-761-524000 Lease/rental Of Equipment					UPFITTING NEW SQUADS				
188611 Total:		380.00							
188939	10/31/2024	859.53	0.00	11/22/2024				No	0
100-761-524000 Lease/rental Of Equipment					UPFITTING NEW SQUADS				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
188939 Total:		859.53							
189007	10/31/2024	237.50	0.00	11/22/2024				No	0
100-761-524000 Lease/rental Of Equipment					UPFITTING NEW SQUADS				
189007 Total:		237.50							
Supreme Radio Communica		2,194.06							
Taylor, Nick 12285									
EXPENSE-1124	11/15/2024	276.00	0.00	11/22/2024				No	0
100-761-519000 Training And Education					ITOA CONF 2024 - 11/24-11/26/24 - PER DIEM				
EXPENSE-1124 Total:		276.00							
Taylor, Nick Total:		276.00							
Tazewell County Asphalt Co Inc 11264									
20110015271	10/31/2024	5,003.94	0.00	11/22/2024				No	0
100-032-535000 Material And Hauling					BITUMINOUS SURFACE/UPM COLD MIX - ST RPR				
20110015271 Total:		5,003.94							
Tazewell County Asphalt C		5,003.94							
Tazewell County Recorder 11172									
11182024	11/18/2024	138.00	0.00	11/22/2024				No	0
231-029-593300 Lien Filing Fee					FILE ZERO/RELEASE 2 WW LIENS				
11182024 Total:		138.00							
Tazewell County Recorder		138.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
Thompson, Andrew									
10649									
EXPENSE-1024	11/15/2024	49.00	0.00	11/22/2024				No	0
100-763-519000 Training And Education					FUEL DURING TRAINING - 10/28/24				
	EXPENSE-1024 Total:	49.00							
EXPENSE-1124	11/15/2024	33.00	0.00	11/22/2024				No	0
100-763-519000 Training And Education					FUEL DURING TRAINING - 11/01/24				
	EXPENSE-1124 Total:	33.00							
	Thompson, Andrew Total:	82.00							
Thomson Reuters									
12771									
851009864	11/1/2024	313.32	0.00	11/22/2024				No	0
100-761-538000 Maintenance Agreements					MONTHLY SOFTWARE CHARGES - NOV 2024				
	851009864 Total:	313.32							
	Thomson Reuters Total:	313.32							
Topless Tree Service									
14332									
3213	11/7/2024	2,731.00	0.00	11/22/2024				No	0
100-032-536000 Tree Removal / Replacemen					REMOVE TREE/STUMP @ 606 S 10TH ST - 11/07/24				
	3213 Total:	2,731.00							
3214	11/7/2024	2,675.00	0.00	11/22/2024				No	0
100-032-536000 Tree Removal / Replacemen					REMOVE TREE/STUMP @ 704 S 10TH ST - 11/07/24				
	3214 Total:	2,675.00							
3215	11/7/2024	450.00	0.00	11/22/2024				No	0
100-032-536000 Tree Removal / Replacemen					GRIND STUMP @ 335 WASHINGTON ST - 11/07/24				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
	3215 Total:	450.00							
3216	11/7/2024	540.00	0.00	11/22/2024				No	0
100-032-536000 Tree Removal / Replacemen			GRIND STUMP @ 333 WASHINGTON ST - 11/07/24						
3216 Total:		540.00							
Topless Tree Service Total:		6,396.00							
Truck Centers, Inc									
10664									
F14044714201	11/7/2024	-297.50	0.00	11/22/2024				No	0
223-023-534000 Automotive Expense			RETURN/CORE CREDIT - SW21						
F14044714201 Total:		-297.50							
Truck Centers, Inc Total:		-297.50							
Uftring Auto Group									
10829									
261643CHW	11/1/2024	239.25	0.00	11/22/2024				No	0
100-761-534000 Automotive Expense			REPAIR PART - SQUAD 5207						
261643CHW Total:		239.25							
Uftring Auto Group Total:		239.25							
UniFirst First Aid & Safety									
10749									
A131051	10/23/2024	196.93	0.00	11/22/2024				No	0
501-501-559000 Medical Expense/supplies			REPLENISH FIRST AID CABINET @ BUS DEPT						
A131051 Total:		196.93							
UniFirst First Aid & Safety		196.93							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
Unity School Bus Parts, Inc 14788									
595813IN	11/8/2024	461.22	0.00	11/22/2024				No	0
501-501-534000 Automotive Expense					MIRROR BRACES - BUS DEPT				
595813IN Total:		461.22							
Unity School Bus Parts, In		461.22							
University of Illinois 12891									
UFIWB418	11/6/2024	650.00	0.00	11/22/2024				No	0
100-034-519000 Training And Education					FIRE APPARATUS ENGINEER CLASS - CP - 10/28/24				
UFIWB418 Total:		650.00							
University of Illinois Total		650.00							
Unmanned Vehicle Technologies, LLC 15316									
SO217928	11/14/2024	1,328.00	0.00	11/22/2024				No	0
100-761-592604 Emergency Services Team					DRONE FOR CIERT				
SO217928 Total:		1,328.00							
Unmanned Vehicle Technol		1,328.00							
Verizon 14122									
9977892000	11/3/2024	133.63	0.00	11/22/2024				No	0
501-501-550300 Telephone					#885304921-06 - BUS CELLULAR - 10/04-11/03/24				
9977892000 Total:		133.63							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
Verizon Total:		133.63							
Visa c/o Morton Community Bank									
11433									
4890-1124	11/1/2024	-317.17	0.00	11/22/2024				No	0
100-990-499800 Miscellaneous Receipts				10/16/24 SCORECARD CASHBACK REWARD					
4890-1124 Total:		-317.17							
*** 4924-1124	11/1/2024	18.80	0.00	11/22/2024				No	0
100-006-520400 Postage				10/02/24 USPS/POSTAGE FOR FORM 838 FILING					
*** 4924-1124	11/1/2024	450.00	0.00	11/22/2024				No	0
100-006-519000 Training And Education				10/17/24 GFOA/TRAINING REGISTRATION - ED					
*** 4924-1124	11/1/2024	5.95	0.00	11/22/2024				No	0
100-006-599000 Miscellaneous				10/24/24 TAXBANDITS/E-FILE FORM 941					
4924-1124 Total:		474.75							
*** 4932-1124	11/1/2024	82.93	0.00	11/22/2024				No	0
501-501-597900 Employee Appreciation				10/01/24 TRIBUTE STORE/FLWRS FOR MEMORIAL					
*** 4932-1124	11/1/2024	13.00	0.00	11/22/2024				No	0
501-501-557200 License And Inspection Fees				10/01/24 IL SOS/SCHOOL BUS PERMITS					
*** 4932-1124	11/1/2024	-549.00	0.00	11/22/2024				No	0
501-501-519000 Training And Education				09/30/24 NAPT/NAPT CONF REFUND - RG					
*** 4932-1124	11/1/2024	10.00	0.00	11/22/2024				No	0
501-501-519000 Training And Education				10/04/24 ROE 51/INITIAL BUS DRIVER COURSE - BL					
*** 4932-1124	11/1/2024	12.00	0.00	11/22/2024				No	0
501-501-519000 Training And Education				10/04/24 ROE 17/INITIAL BUS DRIVER COURSE - BA					
*** 4932-1124	11/1/2024	104.39	0.00	11/22/2024				No	0
501-501-519000 Training And Education				10/21/24 PTSI/TRAINING MATERIALS - BUS DEPT					
*** 4932-1124	11/1/2024	41.00	0.00	11/22/2024				No	0
501-501-557200 License And Inspection Fees				10/23/24 IL SOS/SCHOOL BUS PERMITS					
4932-1124 Total:		-285.68							
*** 5715-1124	11/1/2024	2,051.41	0.00	11/22/2024				No	0
100-761-529000 Equipment				10/02/24 PALMETTO ST ARMORY/RIFLE SCOPES					
*** 5715-1124	11/1/2024	154.40	0.00	11/22/2024				No	0
100-761-534000 Automotive Expense				10/02/24 IL SOS/SQUAD LICENSE PLATE RENEWAL					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
*** 5715-1124	11/1/2024	122.39	0.00	11/22/2024				No	0
100-761-599000 Miscellaneous					10/04/24 UBER/SUPPLIES - HOMELESS INITIATIVE				
*** 5715-1124	11/1/2024	1,415.71	0.00	11/22/2024				No	0
100-761-529000 Equipment					10/10/24 RUBBER FLOORING/CTRL & ARREST MAT				
*** 5715-1124	11/1/2024	600.00	0.00	11/22/2024				No	0
100-990-590900 Police And Fire Commission					10/14/24 IL FIRE & POLICE COMM'S/SEMINAR REG				
*** 5715-1124	11/1/2024	-2,051.41	0.00	11/22/2024				No	0
100-761-529000 Equipment					10/08/24 PALMETTO ST ARMORY/REFUND CREDIT				
*** 5715-1124	11/1/2024	55.93	0.00	11/22/2024				No	0
100-761-522400 General Supplies					10/16/24 SIMPLY STAMPS/AWARDS EMBOSSER				
*** 5715-1124	11/1/2024	195.75	0.00	11/22/2024				No	0
100-761-519000 Training And Education					10/16/24 HBR/TRAINING RESOURCE - COMMAND				
*** 5715-1124	11/1/2024	301.67	0.00	11/22/2024				No	0
261-317-511200 Public Serv Activity/Delivery					10/17/24 WALMART/CLOTHING				
*** 5715-1124	11/1/2024	51.82	0.00	11/22/2024				No	0
100-761-522400 General Supplies					10/21/24 DISCTECH/USB-C ADAPTERS (X 4)				
*** 5715-1124	11/1/2024	432.00	0.00	11/22/2024				No	0
100-761-551600 Dues And Subscriptions					10/23/24 WIX/WEBSITE DOMAIN ANNUAL RENEWAL				
*** 5715-1124	11/1/2024	26.23	0.00	11/22/2024				No	0
100-761-551600 Dues And Subscriptions					10/26/24 ADOBE/ADOBE RENEWAL				
5715-1124 Total:		3,355.90							
5723-1124	11/1/2024	422.31	0.00	11/22/2024				No	0
100-764-559000 Medical Expense/supplies					10/02/24 N AMER RESCUE/TRAUMA KIT - RECORDS				
5723-1124 Total:		422.31							
*** 5749-1124	11/1/2024	32.84	0.00	11/22/2024				No	0
100-761-520200 Office Supplies					10/08/24 STAPLES/LINEN AWARD PAPER				
*** 5749-1124	11/1/2024	240.90	0.00	11/22/2024				No	0
100-761-592604 Emergency Services Team					10/13/24 ON, INC/CIERT EQUIPMENT				
*** 5749-1124	11/1/2024	106.14	0.00	11/22/2024				No	0
100-761-592604 Emergency Services Team					10/11/24 SKD TACTICAL/CIERT EQUIPMENT				
*** 5749-1124	11/1/2024	89.18	0.00	11/22/2024				No	0
100-763-529000 Equipment					10/14/24 NATIONAL DUTY/INVESTIGATIONS EQUIP				
*** 5749-1124	11/1/2024	35.00	0.00	11/22/2024				No	0
100-763-538000 Maintenance Agreements					10/16/24 QR.IO/MAINTENANCE AGREEMENT				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
5749-1124 Total:		504.06							
*** 5756-1124	11/1/2024	31.00	0.00	11/22/2024				No	0
100-034-557200 License And Inspection Fees				10/08/24 IDPH/EMS LICENSE RENEWAL - AR					
*** 5756-1124	11/1/2024	635.69	0.00	11/22/2024				No	0
100-034-519000 Training And Education				10/13/24 COMFORT SUITES/HOTEL @ TRAINING - JC					
*** 5756-1124	11/1/2024	132.28	0.00	11/22/2024				No	0
100-034-519000 Training And Education				10/22/24 INT'L CODE COUNCIL/FIRE CODE BOOKS					
*** 5756-1124	11/1/2024	557.99	0.00	11/22/2024				No	0
100-034-551600 Dues And Subscriptions				10/25/24 NFPA/NFPA LINK MEMBERSHIP					
5756-1124 Total:		1,356.96							
*** 6101-1124	11/1/2024	81.95	0.00	11/22/2024				No	0
208-208-597700 Sponsorships				10/17/24 WALGREENS/BEAUTIFICATION					
*** 6101-1124	11/1/2024	163.90	0.00	11/22/2024				No	0
208-208-597700 Sponsorships				10/17/24 WALGREENS/BEAUTIFICATION					
6101-1124 Total:		245.85							
6119-1124	11/1/2024	43.69	0.00	11/22/2024				No	0
100-007-599000 Miscellaneous				10/11/24 ACE HARDWARE/KEYS FOR CITY GATES					
6119-1124 Total:		43.69							
*** 6432-1124	11/1/2024	145.00	0.00	11/22/2024				No	0
100-005-519000 Training And Education				10/08/24 TRAINHR/TRNG - WORKPLACE STRESS					
*** 6432-1124	11/1/2024	30.99	0.00	11/22/2024				No	0
100-005-520200 Office Supplies				10/09/24 STAPLES/LABELS FOR MAILING					
*** 6432-1124	11/1/2024	420.00	0.00	11/22/2024				No	0
100-005-551600 Dues And Subscriptions				10/15/24 PUBLIC SECTOR HR/ANNUAL FEES (X 3)					
6432-1124 Total:		595.99							
*** 6697-1124	11/1/2024	38.43	0.00	11/22/2024				No	0
100-032-534000 Automotive Expense				10/17/24 ROLAND MACHINERY/COMPRESS'R FLUID					
*** 6697-1124	11/1/2024	507.24	0.00	11/22/2024				No	0
100-761-534000 Automotive Expense				10/29/24 EBAY/FUSE BOX FOR SQUAD 5207					
6697-1124 Total:		545.67							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
6796-1124	11/1/2024	7,500.00	0.00	11/22/2024				No	0
570-570-569000 Other Contractual Service				10/30/24 SMARTSTART/BUSINESS DEV PROGRAM					
6796-1124 Total:		7,500.00							
*** 8578-1124	11/1/2024	1,076.66	0.00	11/22/2024				No	0
100-034-519000 Training And Education				10/03/24 HAMPTON INN/HOTEL @ TRNG - OF					
*** 8578-1124	11/1/2024	1,174.10	0.00	11/22/2024				No	0
100-034-598000 Fire Prevention				10/10/24 POSITIVE PROMOTIONS/GIVEAWAYS					
*** 8578-1124	11/1/2024	1,002.76	0.00	11/22/2024				No	0
100-034-519000 Training And Education				10/10/24 HAMPTON INN/HOTEL @ TRNG - JC					
*** 8578-1124	11/1/2024	1,523.50	0.00	11/22/2024				No	0
100-034-519000 Training And Education				10/16/24 I HOTEL/HOTEL @ TRNG - CP					
*** 8578-1124	11/1/2024	480.00	0.00	11/22/2024				No	0
100-034-519000 Training And Education				10/17/24 EVRYT BRANDED/CPR POCKET MASKS					
*** 8578-1124	11/1/2024	36.57	0.00	11/22/2024				No	0
100-034-529000 Equipment				10/23/24 WALMART/BEDDING FOR NEW HIRE					
*** 8578-1124	11/1/2024	41.00	0.00	11/22/2024				No	0
100-034-557200 License And Inspection Fees				10/29/24 IDPH/PARAMEDIC LICENSE RENEW - KR					
*** 8578-1124	11/1/2024	31.00	0.00	11/22/2024				No	0
100-034-557200 License And Inspection Fees				10/29/24 IDPH/EMT-I LICENSE RENEW - MR					
*** 8578-1124	11/1/2024	4.80	0.00	11/22/2024				No	0
100-034-519000 Training And Education				10/17/24 EVRYT BRANDED/INT'L TRANS FEE					
8578-1124 Total:		5,370.39							
*** 8586-1124	11/1/2024	77.97	0.00	11/22/2024				No	0
100-005-597900 Employee Recognition				10/03/24 TRIBUTE STORE/SYMPATHY PLANT - RG					
*** 8586-1124	11/1/2024	83.14	0.00	11/22/2024				No	0
100-001-554200 Meals Lodging				10/07/24 JIMMY JOHNS/LUNCH MTG - TEAMSTERS					
*** 8586-1124	11/1/2024	35.00	0.00	11/22/2024				No	0
100-001-519000 Training And Education				10/07/24 NIU OUTREACH/TRAINING WEBINAR - JD					
*** 8586-1124	11/1/2024	84.13	0.00	11/22/2024				No	0
570-570-554200 Meals Lodging				10/26/24 SUBWAY/LUNCH MTG - CN SITE SELECT'R					
*** 8586-1124	11/1/2024	179.99	0.00	11/22/2024				No	0
100-009-569000 Other Contractual Service				10/26/24 ARLO TECH/SUBSCRIPTION - CAMERAS					
8586-1124 Total:		460.23							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			

Visa c/o Morton Communit	20,272.95
Report Total:	266,749.32

Accounts Payable

To Be Paid Proof List

User: cmbodine@ci.pekin.il.us
Printed: 11/20/2024 - 7:42AM
Batch: 00014.11.2024 - CMB_2024-11-22_GROGAN



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				
Middle America Government Consulting, Inc									
15230									
*** 3015A	11/19/2024	58.07	0.00	11/22/2024				No	0
525-525-569000 Other Contractual Service				FINANCE TEMP - 11/03-11/16/24					
*** 3015A	11/19/2024	58.07	0.00	11/22/2024				No	0
208-208-569000 Other Contractual Service				FINANCE TEMP - 11/03-11/16/24					
*** 3015A	11/19/2024	232.26	0.00	11/22/2024				No	0
270-270-569000 Other Contractual Service				FINANCE TEMP - 11/03-11/16/24					
*** 3015A	11/19/2024	232.26	0.00	11/22/2024				No	0
273-273-569000 Other Contractual Service				FINANCE TEMP - 11/03-11/16/24					
*** 3015A	11/19/2024	232.26	0.00	11/22/2024				No	0
275-275-569000 Other Contractual Service				FINANCE TEMP - 11/03-11/16/24					
*** 3015A	11/19/2024	290.33	0.00	11/22/2024				No	0
277-277-569000 Other Contractual Services				FINANCE TEMP - 11/03-11/16/24					
*** 3015A	11/19/2024	58.07	0.00	11/22/2024				No	0
570-570-569000 Other Contractual Service				FINANCE TEMP - 11/03-11/16/24					
*** 3015A	11/19/2024	290.33	0.00	11/22/2024				No	0
501-501-569000 Other Contractual Service				FINANCE TEMP - 11/03-11/16/24					
*** 3015A	11/19/2024	870.98	0.00	11/22/2024				No	0
231-029-569000 Other Contractual Service				FINANCE TEMP - 11/03-11/16/24					
*** 3015A	11/19/2024	870.98	0.00	11/22/2024				No	0
223-023-569000 Other Contractual Service				FINANCE TEMP - 11/03-11/16/24					
*** 3015A	11/19/2024	2,612.89	0.00	11/22/2024				No	0
100-006-569000 Other Contractual Service				FINANCE TEMP - 11/03-11/16/24					
3015A Total:		5,806.50							
*** 3015B	11/19/2024	3.04	0.00	11/22/2024				No	0
525-525-569000 Other Contractual Service				LODGING - 11/12-11/14/24					
*** 3015B	11/19/2024	3.04	0.00	11/22/2024				No	0

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
208-208-569000 Other Contractual Service				LODGING - 11/12-11/14/24					
*** 3015B	11/19/2024	12.15	0.00	11/22/2024				No	0
270-270-569000 Other Contractual Service				LODGING - 11/12-11/14/24					
*** 3015B	11/19/2024	12.15	0.00	11/22/2024				No	0
273-273-569000 Other Contractual Service				LODGING - 11/12-11/14/24					
*** 3015B	11/19/2024	12.15	0.00	11/22/2024				No	0
275-275-569000 Other Contractual Service				LODGING - 11/12-11/14/24					
*** 3015B	11/19/2024	15.19	0.00	11/22/2024				No	0
277-277-569000 Other Contractual Services				LODGING - 11/12-11/14/24					
*** 3015B	11/19/2024	3.04	0.00	11/22/2024				No	0
570-570-569000 Other Contractual Service				LODGING - 11/12-11/14/24					
*** 3015B	11/19/2024	15.19	0.00	11/22/2024				No	0
501-501-569000 Other Contractual Service				LODGING - 11/12-11/14/24					
*** 3015B	11/19/2024	45.57	0.00	11/22/2024				No	0
231-029-569000 Other Contractual Service				LODGING - 11/12-11/14/24					
*** 3015B	11/19/2024	45.57	0.00	11/22/2024				No	0
223-023-569000 Other Contractual Service				LODGING - 11/12-11/14/24					
*** 3015B	11/19/2024	136.71	0.00	11/22/2024				No	0
100-006-569000 Other Contractual Service				LODGING - 11/12-11/14/24					
3015B Total:		303.80							
*** 3015C	11/19/2024	2.04	0.00	11/22/2024				No	0
525-525-569000 Other Contractual Service				MILEAGE - 11/24/24, 11/14/24					
*** 3015C	11/19/2024	2.04	0.00	11/22/2024				No	0
208-208-569000 Other Contractual Service				MILEAGE - 11/24/24, 11/14/24					
*** 3015C	11/19/2024	8.15	0.00	11/22/2024				No	0
270-270-569000 Other Contractual Service				MILEAGE - 11/24/24, 11/14/24					
*** 3015C	11/19/2024	8.15	0.00	11/22/2024				No	0
273-273-569000 Other Contractual Service				MILEAGE - 11/24/24, 11/14/24					
*** 3015C	11/19/2024	8.15	0.00	11/22/2024				No	0
275-275-569000 Other Contractual Service				MILEAGE - 11/24/24, 11/14/24					
*** 3015C	11/19/2024	10.18	0.00	11/22/2024				No	0
277-277-569000 Other Contractual Services				MILEAGE - 11/24/24, 11/14/24					
*** 3015C	11/19/2024	2.04	0.00	11/22/2024				No	0
570-570-569000 Other Contractual Service				MILEAGE - 11/24/24, 11/14/24					
*** 3015C	11/19/2024	10.18	0.00	11/22/2024				No	0
501-501-569000 Other Contractual Service				MILEAGE - 11/24/24, 11/14/24					
*** 3015C	11/19/2024	30.55	0.00	11/22/2024				No	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
231-029-569000 Other Contractual Service					MILEAGE - 11/24/24, 11/14/24				
*** 3015C	11/19/2024	30.55	0.00	11/22/2024				No	0
223-023-569000 Other Contractual Service					MILEAGE - 11/24/24, 11/14/24				
*** 3015C	11/19/2024	91.65	0.00	11/22/2024				No	0
100-006-569000 Other Contractual Service					MILEAGE - 11/24/24, 11/14/24				
3015C Total:		203.68							
Middle America Governme		6,313.98							
Report Total:		6,313.98							

Accounts Payable

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User: cmbodine@ci.pekin.il.us
Printed: 11/26/2024 - 11:37AM
Batch: 00020.11.2024 - CMB_2024-11-26_IDES ACH



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				
Illinois Department of Employment Security									
10322									
*** 0803028	11/8/2024	71,025.50	0.00	11/26/2024				No	0
501-501-518200 Unemployment Insurance				BUS DEPT UNEMPLOYMENT COSTS - 07/01-09/04/24					
0803028 Total:		71,025.50							
Illinois Department of Emp		71,025.50							
Report Total:		71,025.50							

Accounts Payable

To Be Paid Proof List

User: cmbodine@ci.pekin.il.us
Printed: 11/27/2024 - 10:48AM
Batch: 00013.11.2024 - CMB_2024-11-27



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				
Advance Auto Parts									
12965									
5146431231112	11/7/2024	233.95	0.00	11/27/2024				No	0
501-501-534000 Automotive Expense			BRAKE PADS - BUS DEPT						
5146431231112 Total:		233.95							
*** 5146431731306	11/12/2024	42.83	0.00	11/27/2024				No	0
100-032-534000 Automotive Expense			FUEL FILTER - STREET 495						
*** 5146431731306	11/12/2024	128.49	0.00	11/27/2024				No	0
223-023-534000 Automotive Expense			FUEL FILTERS - SW20/21/22						
5146431731306 Total:		171.32							
5146431831338	11/13/2024	107.64	0.00	11/27/2024				No	0
699-069-534000 Automotive Expense			BRAKE CLEANER - VMF						
5146431831338 Total:		107.64							
5146431831341	11/13/2024	168.48	0.00	11/27/2024				No	0
100-032-534000 Automotive Expense			OIL FILTERS - STREET 478/STOCK						
5146431831341 Total:		168.48							
5146431860051	11/13/2024	-19.98	0.00	11/27/2024				No	0
501-501-534000 Automotive Expense			OIL FILTER - BUS DEPT - RETURN CREDIT						
5146431860051 Total:		-19.98							
5146432331492	11/18/2024	99.90	0.00	11/27/2024				No	0
501-501-534000 Automotive Expense			WIPER BLADES - BUS DEPT						

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
5146432331492 Total:		99.90							
5146432360114	11/18/2024	83.86	0.00	11/27/2024				No	0
501-501-534000 Automotive Expense			WINDSHIELD WIPERS - BUS DEPT						
5146432360114 Total:		83.86							
5146432360116	11/18/2024	-99.90	0.00	11/27/2024				No	0
501-501-534000 Automotive Expense			WIPER BLADES - BUS DEPT - RETURN CREDIT						
5146432360116 Total:		-99.90							
5146432431523	11/19/2024	59.41	0.00	11/27/2024				No	0
100-032-534000 Automotive Expense			FUEL FILTER - STREET 406 (DUMP TRUCK)						
5146432431523 Total:		59.41							
Advance Auto Parts Total:		804.68							
Ameren Illinois									
10021									
*** 0469019453	11/5/2024	166.48	0.00	11/27/2024				No	0
100-068-550100 Utilities			1130 KOCH ST, GARAGE - 10/01-11/01/24						
0469019453 Total:		166.48							
*** 2063131008	11/14/2024	2,905.84	0.00	11/27/2024				No	0
100-032-550600 Electricity For Signal Li			TRAFFIC LIGHTS - 09/18-11/08/24						
2063131008 Total:		2,905.84							
*** 2434114066	11/15/2024	3,826.14	0.00	11/27/2024				No	0
100-032-550500 Electricity For Street Li			1208 KOCH CUST OWN STR LGTS - 10/15-11/14/24						
2434114066 Total:		3,826.14							
*** 2475575212	11/5/2024	56.20	0.00	11/27/2024				No	0
501-501-550100 Utilities			1130 KOCH ST (BUS) - 10/01-11/01/24						
*** 2475575212	11/5/2024	56.20	0.00	11/27/2024				No	0
699-069-550100 Utilities			1130 KOCH ST (VMF) - 10/01-11/01/24						

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
2475575212 Total:		112.40							
*** 8695491773	11/15/2024	8,398.16	0.00	11/27/2024				No	0
100-032-550500 Electricity For Street Li					1208 KOCH ST STR LGTS - 10/15-11/14/24				
8695491773 Total:		8,398.16							
*** 9643040572	11/5/2024	147.90	0.00	11/27/2024				No	0
501-501-550100 Utilities					1130 KOCH ST (BUS) - 10/01-11/01/24				
*** 9643040572	11/5/2024	147.91	0.00	11/27/2024				No	0
699-069-550100 Utilities					1130 KOCH ST (VMF) - 10/01-11/01/24				
9643040572 Total:		295.81							
Ameren Illinois Total:		15,704.83							
American Water									
12288									
2024-10	11/22/2024	3,150.00	0.00	11/27/2024				No	0
231-000-219900 AMW Shut Off Costs					SHUT-OFF SERVICES - OCT 2024				
2024-10 Total:		3,150.00							
American Water Total:		3,150.00							
Ancel Glink, P.C.									
15286									
107432	11/12/2024	1,650.00	0.00	11/27/2024				No	0
100-003-561004 Admin Hearing Officer					ADMINISTRATIVE HEARINGS - 10/10/24, 10/24/24				
107432 Total:		1,650.00							
Ancel Glink, P.C. Total:		1,650.00							
Atlas Supply Company									
10038									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
40444	11/13/2024	119.98	0.00	11/27/2024				No	0
231-031-522200 Chemical Supplies				WHITE OIL ABSORBENT					
40444 Total:		119.98							
Atlas Supply Company To		119.98							
Best One of Central Illinois									
11250									
70891172	10/30/2024	237.50	0.00	11/27/2024				No	0
231-031-522200 Chemical Supplies				REPAIRS TO SKID STEER @ WWTP					
70891172 Total:		237.50							
Best One of Central Illinois		237.50							
Cat Financial Services Corporation									
10104									
*** 36176670	11/15/2024	1,467.03	0.00	11/27/2024				No	0
100-032-587000 Machinery & Equipment				LTO WHEEL LOADER - PRINCIPAL - DEC 2024					
*** 36176670	11/15/2024	206.14	0.00	11/27/2024				No	0
100-032-590400 Interest Paid				LTO WHEEL LOADER - INTEREST - DEC 2024					
36176670 Total:		1,673.17							
Cat Financial Services Corp		1,673.17							
Cintas Corporation									
10115									
4211596567	11/14/2024	114.64	0.00	11/27/2024				No	0
699-069-569000 Other Contractual Service				VMF UNIFORM CLEANING					
4211596567 Total:		114.64							
Cintas Corporation Total:		114.64							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
Clark Baird Smith LLP 14844									
*** 956	10/31/2024	3,093.75	0.00	11/27/2024				No	0
100-003-561003 Legal Services - Teamsters					LEGAL - STREET TEAMSTERS LABOR - OCT 2024				
*** 956	10/31/2024	1,546.88	0.00	11/27/2024				No	0
231-033-561000 Legal Fees					LEGAL - STREET TEAMSTERS LABOR - OCT 2024				
*** 956	10/31/2024	1,546.88	0.00	11/27/2024				No	0
231-030-561000 Legal Fees					LEGAL - STREET TEAMSTERS LABOR - OCT 2024				
*** 956	10/31/2024	22.35	0.00	11/27/2024				No	0
100-003-561003 Legal Services - Teamsters					LEGAL - GEN UNIT TEAMSTERS LABOR - OCT 2024				
*** 956	10/31/2024	3.73	0.00	11/27/2024				No	0
699-699-561000 Legal Fees					LEGAL - GEN UNIT TEAMSTERS LABOR - OCT 2024				
*** 956	10/31/2024	161.42	0.00	11/27/2024				No	0
501-501-561000 Legal expense					LEGAL - GEN UNIT TEAMSTERS LABOR - OCT 2024				
*** 956	10/31/2024	281.25	0.00	11/27/2024				No	0
501-501-561000 Legal expense					LEGAL - BUS TEAMSTERS LABOR - OCT 2024				
*** 956	10/31/2024	1,053.03	0.00	11/27/2024				No	0
100-003-561001 Legal Services - Police Labor					LEGAL - POLICE LABOR - OCT 2024				
956 Total:		7,709.29							
Clark Baird Smith LLP Tot		7,709.29							
Gathman Ag, Inc 14871									
21166	10/31/2024	92.00	0.00	11/27/2024				No	0
100-032-534000 Automotive Expense					INSPECTIONS - STREET 414/465				
21166 Total:		92.00							
Gathman Ag, Inc Total:		92.00							
Gem City Tires, Inc 12935									
47780	11/18/2024	568.00	0.00	11/27/2024				No	0
100-068-534000 Automotive Expense					TIRES - PUBLIC PROPERTY 603 (JEFF WILLIAMS)				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
	47780 Total:	568.00							
	Gem City Tires, Inc Total:	568.00							
GFL Environmental 14249									
P60005204169	11/15/2024	6,327.61	0.00	11/27/2024				No	0
231-031-536400 Sludge Removal					SLUDGE DISPOSAL - 11/01-11/15/24				
	P60005204169 Total:	6,327.61							
P90005200648	11/15/2024	2,910.59	0.00	11/27/2024				No	0
223-026-566502 Recycling Expense					CURBSIDE RC FEES - 11/01-11/15/24				
	P90005200648 Total:	2,910.59							
	GFL Environmental Total:	9,238.20							
Herr Petroleum Corporation 12712									
*** D42543	11/18/2024	10,325.66	0.00	11/27/2024				No	0
699-000-160100 Fuel Inventory					DIESEL - 3500 GAL @ 2.95/GAL				
*** D42543	11/18/2024	8,859.53	0.00	11/27/2024				No	0
699-000-160100 Fuel Inventory					REG N/L - 3501 GAL @ 2.53/GAL				
	D42543 Total:	19,185.19							
	Herr Petroleum Corporatio	19,185.19							
Illini Plumbing Inc 12264									
20657	11/13/2024	7,299.52	0.00	11/27/2024				No	0
231-030-534400 Equipment Repairs					REPAIRS @ HICKORY HILLS LIFT STATION				
	20657 Total:	7,299.52							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
20687	11/15/2024	2,569.95	0.00	11/27/2024				No	0
100-068-534200 Buildings And Grounds Rep				REPLACE WATER FOUNTAIN @ STREET DEPT					
20687 Total:		2,569.95							
Illini Plumbing Inc Total:		9,869.47							
Illinois American Water Company 10291									
*** 210003283755	11/14/2024	24.97	0.00	11/27/2024				No	0
100-068-550100 Utilities				1842 COURT ST YD HYDRANT - 10/12-11/13/24					
210003283755 Total:		24.97							
*** 210003750453	11/13/2024	24.97	0.00	11/27/2024				No	0
100-068-550100 Utilities				1613 VALLE VISTA YD HYDRANT - 10/12-11/12/24					
210003750453 Total:		24.97							
Illinois American Water Co		49.94							
Illinois Oil Marketing Equipment, Inc 10313									
55717	11/19/2024	26.92	0.00	11/27/2024				No	0
100-032-534000 Automotive Expense				2-1/2" KING NIPPLE - STREET 406					
55717 Total:		26.92							
Illinois Oil Marketing Equi		26.92							
Key Equipment & Supply Company 10353									
STL207775	11/8/2024	573.92	0.00	11/27/2024				No	0
223-023-534000 Automotive Expense				SPOOL SEAL/RETAINER SEAL - SW					
STL207775 Total:		573.92							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
	Key Equipment & Supply	573.92							
LHF Compost Inc 11829									
1711850	11/15/2024	3,363.14	0.00	11/27/2024				No	0
223-025-566501	Compost Site Expense			YW FEE - 11/11-11/15/24					
	1711850 Total:	3,363.14							
	LHF Compost Inc Total:	3,363.14							
Mathis-Kelley Construction Supply Co Inc 10401									
193908	11/20/2024	1,543.22	0.00	11/27/2024				No	0
100-032-529000	Equipment			14" STIHL CUT OFF SAW/DIAMOND BLADE					
	193908 Total:	1,543.22							
	Mathis-Kelley Constructio	1,543.22							
May Welding Repair & Fabrication 14112									
4823	11/4/2024	300.00	0.00	11/27/2024				No	0
100-032-534000	Automotive Expense			BRACKET/SUPPORT - STREET 407 (VACTOR)					
	4823 Total:	300.00							
	May Welding Repair & Fab	300.00							
Menards 10414									
91442	11/15/2024	6.99	0.00	11/27/2024				No	0
100-032-522400	General Supplies			UTILITY KNIFE FOR SIGN SHOP					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	91442 Total:	6.99							
91470	11/15/2024	94.77	0.00	11/27/2024				No	0
231-033-522400	General Supplies			WOOD STAKES FOR CB REPAIR					
	91470 Total:	94.77							
91653	11/18/2024	129.69	0.00	11/27/2024				No	0
231-031-561300	Testing Fees And Expenses			WATER FOR SAMPLES/TOOLS FOR SAMPLERS					
	91653 Total:	129.69							
91695	11/19/2024	19.98	0.00	11/27/2024				No	0
223-023-522400	General Supplies			ANTI-FATIGUE MAT - SW TRUCK (STAND-UP SIDE)					
	91695 Total:	19.98							
91696	11/19/2024	4.69	0.00	11/27/2024				No	0
100-068-534000	Automotive Expense			DISH SOAP - PUBLIC PROPERTY (CITY HALL)					
	91696 Total:	4.69							
	Menards Total:	256.12							
Midwest Transit Equipment, Inc									
10421									
R35100804002	11/21/2024	345.82	0.00	11/27/2024				No	0
501-501-534000	Automotive Expense			LABOR - BUS 1905					
	R35100804002 Total:	345.82							
X10107344501	11/13/2024	958.17	0.00	11/27/2024				No	0
501-501-534000	Automotive Expense			GRILL ASSEMBLY - BUS 1955					
	X10107344501 Total:	958.17							
X10107356201	11/20/2024	59.41	0.00	11/27/2024				No	0
501-501-534000	Automotive Expense			WINTERFRONT COVER - BUS 1955					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
	X10107356201 Total:	59.41							
X10107356301	11/20/2024	408.66	0.00	11/27/2024				No	0
501-501-534000 Automotive Expense					STROBE LIGHTS FOR BUSES				
	X10107356301 Total:	408.66							
	Midwest Transit Equipmen	1,772.06							
Modal Marketing Inc 10427									
*** INV105246	11/19/2024	106.60	0.00	11/27/2024				No	0
223-023-534000 Automotive Expense					TIRE BALANCING COMPOUND				
*** INV105246	11/19/2024	106.60	0.00	11/27/2024				No	0
501-501-534000 Automotive Expense					TIRE BALANCING COMPOUND				
	INV105246 Total:	213.20							
	Modal Marketing Inc Total	213.20							
NAPA Auto Parts 10441									
591078	11/13/2024	105.98	0.00	11/27/2024				No	0
223-023-534000 Automotive Expense					SERPENTINE BELT - SW20/21				
	591078 Total:	105.98							
	NAPA Auto Parts Total:	105.98							
NCL of Wisconsin Inc 12393									
511461	11/6/2024	328.09	0.00	11/27/2024				No	0
231-031-561300 Testing Fees And Expenses					LAB TESTING SUPPLIES				
	511461 Total:	328.09							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
NCL of Wisconsin Inc Total		328.09							
Pekin Alignment & Autobody, Inc									
13351									
10140	11/19/2024	426.50	0.00	11/27/2024				No	0
501-501-534000 Automotive Expense	REFINISH GRILL - BUS 1955								
10140 Total:		426.50							
Pekin Alignment & Autobody Total:		426.50							
Price, Barry									
15318									
1	12/6/2024	200.00	0.00	11/27/2024				No	0
208-208-598505 Special Events	CHRISTMAS ON COURT PIANO PERFORMANCE								
1 Total:		200.00							
Price, Barry Total:		200.00							
R.N.O.W. Inc									
14468									
202469848	4/3/2024	565.33	0.00	11/27/2024				No	0
223-023-534000 Automotive Expense	DRIVER'S SIDE RIDING STEP - SW15								
202469848 Total:		565.33							
R.N.O.W. Inc Total:		565.33							
Rainbo Oil Company									
10534									
*** 9169071	11/14/2024	428.70	0.00	11/27/2024				No	0
501-501-534000 Automotive Expense	DEF BULK/CORE CHARGE								
*** 9169071	11/14/2024	317.62	0.00	11/27/2024				No	0
100-032-534000 Automotive Expense	HYDRAULIC FLUID								

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
*** 9169071	11/14/2024	317.63	0.00	11/27/2024				No	0
223-023-534000 Automotive Expense					HYDRAULIC FLUID				
9169071 Total:		1,063.95							
Rainbo Oil Company Total		1,063.95							
Roanoke Concrete Products Co 10553									
255191	11/7/2024	567.00	0.00	11/27/2024				No	0
100-032-534900 Sidewalk Renovation / Ins					4000# CONCRETE WHITE ROCK - SIDEWALK (ADA)				
255191 Total:		567.00							
Roanoke Concrete Product		567.00							
Rush Truck Centers 12346									
3039548754	11/18/2024	375.00	0.00	11/27/2024				No	0
100-032-534000 Automotive Expense					WIPER MOTOR ASSEMBLY - STREET 406				
3039548754 Total:		375.00							
Rush Truck Centers Total:		375.00							
Speck Corp 15266									
11202024	11/20/2024	50,000.00	0.00	11/27/2024				No	0
275-275-591200 Developer Agreement Payments					SPECK CORP TIF GRANT - ORD 4224-24/25				
11202024 Total:		50,000.00							
Speck Corp Total:		50,000.00							

Taylor Print & Visual Impressions, Inc

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number			Description				Reference		
10143									
9031505	11/21/2024	787.09	0.00	11/27/2024				No	0
100-006-551000 Printing And Publications					DIRECT DEPOSIT FORMS, 5000 CT				
9031505 Total:		787.09							
Taylor Print & Visual Impr		787.09							
Tazewell County Recorder									
11172									
11202024	11/20/2024	69.00	0.00	11/27/2024				No	0
231-029-593300 Lien Filing Fee					FILE ZERO/RELEASE 1 WW LIEN				
11202024 Total:		69.00							
Tazewell County Recorder		69.00							
Third Millennium Associates, Inc									
11953									
*** 32158	11/19/2024	1,158.19	0.00	11/27/2024				No	0
231-029-569000 Other Contractual Service					MONTHLY BILL RENDERING - NOV 2024				
*** 32158	11/19/2024	1,158.20	0.00	11/27/2024				No	0
223-023-569000 Other Contractual Service					MONTHLY BILL RENDERING - NOV 2024				
*** 32158	11/19/2024	63.13	0.00	11/27/2024				No	0
231-029-520400 Postage					POSTAGE				
*** 32158	11/19/2024	63.14	0.00	11/27/2024				No	0
223-023-520400 Postage					POSTAGE				
32158 Total:		2,442.66							
Third Millennium Associat		2,442.66							
Topless Tree Service									
14332									
3227	11/7/2024	755.00	0.00	11/27/2024				No	0
100-032-536000 Tree Removal / Replacemen					GRIND STUMP @ 1005 PARK AVE - 11/12/24				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			

3227 Total:	755.00
Topless Tree Service Total:	755.00
Report Total:	135,901.07

**REQUEST FOR COUNCIL ACTION**

Agenda Date: December 9, 2024
To: Members of the City Council
From: Nic Maquet, Chief Building Official

AGENDA ITEM: Building Department Permit Report for November 2024

DESCRIPTION: Building Department Permit Report for November 2024

FINANCIAL IMPACT:
 N/A

REVIEWED BY:

Nic Maquet, Chief Building Official
 John Dossey, City Manager
 Sue McMillan, City Clerk

Approved - 12/2/2024
 Approved - 12/3/2024
 Final Approval - 12/6/2024

Cash Receipts

Receipt Listing by GL

User: nmaquet@ci.pekin.il.us

Printed: 12/02/2024 - 6:17 PM



City Of Pekin
111 S. Capitol
Pekin, IL 61554

Account Number			Account Description			Amount
Receipt No	Void	Cust No	Name	Receipt Date	Line Item Description	
100-793-425500			Hvac Permit			
01271157	False	028898	Christopher Lutes	11/1/2024	HVAC Permit - 24PEK-HV-0219 - 13	25.00
01273335	False	026338	Cordts Heating & Air	11/8/2024	HVAC Permit - 24PEK-HV-0223 - 15	25.00
01273905	False	026338	Cordts Heating & Air	11/13/2024	HVAC Permit - 24PEK-HV-0226 - 15	50.00
01274082	False	032634	Hollie Perez	11/14/2024	HVAC Permit - 24PEK-HV-0229 - 82	50.00
01275124	False	026338	Cordts Heating & Air	11/19/2024	HVAC Permit - 24PEK-HV-0237 - 90	50.00
01275124	False	026338	Cordts Heating & Air	11/19/2024	HVAC Permit - 24PEK-HV-0236 - 15	25.00
01277404	False	026466	Robert Benedict	11/5/2024	HVAC Permit - 24PEK-HV-0221 - 60	2,200.00
01277538	True	014294	Frank Shearer	11/6/2024	HVAC Permit - 24PEK-HV-0220 - 40	50.00
01277547	False	004542	David Osborn	11/6/2024	HVAC Permit - 24PEK-HV-0220 - 40	50.00
01277661	False	027600	Nicholas Mucciante	11/14/2024	HVAC Permit - 24PEK-HV-0227 - 31	25.00
01277663	False	004542	David Osborn	11/14/2024	HVAC Permit - 24PEK-HV-0228 - 31	25.00
01277684	False	026576	Paxton Griffin	11/15/2024	HVAC Permit - 24PEK-HV-0232 - 90	130.00
01277969	True	026009	Craig Stuber	11/18/2024	HVAC Permit - 24PEK-HV-0188 - 20	25.00
01277969	True	026009	Craig Stuber	11/18/2024	HVAC Permit - 24PEK-HV-0222 - 33	25.00
01277969	True	026009	Craig Stuber	11/18/2024	HVAC Permit - 24PEK-HV-0225 - 12	50.00
01277969	True	026009	Craig Stuber	11/18/2024	HVAC Permit - 24PEK-HV-0198 - 18	25.00
01278009	True	027600	Nicholas Mucciante	11/18/2024	HVAC Permit - 24PEK-HV-0233 - 17	25.00
01278012	True	014294	Frank Shearer	11/18/2024	HVAC Permit - 24PEK-HV-0231 - 24	50.00
					Fund: 100	Total: 2,655.00
100-793-425700			Special Use Permit			
01275923	False	028227	Central Life Church	11/25/2024	Special Use Permit	0.00
					Fund: 100	Total: 0.00
100-793-426000			Electrical Permits			
01273176	False	033747	Thomas Bunn	11/7/2024	Electrical Permit - 24PEK-EL-0233 - 1	3,080.00
01273814	False	035540	Michael Duffy	11/12/2024	Electrical Permit - 24PEK-EL-0235 - 1	100.00

Account Number			Account Description			Amount
Receipt No	Void	Cust No	Name	Receipt Date	Line Item Description	
01273894	False	016928	Shawn McClure	11/7/2024	Electrical Permit - 24PEK-EL-0234 -	75.00
01274606	False	024786	John Pennington	11/18/2024	Electrical Permit - 24PEK-EL-0240 -	289.00
01274620	False	035560	Calvin Willard	11/18/2024	Electrical Permit - 24PEK-BP-0612-N	30.00
01274825	False	035555	William R & Kathleen D Baker	11/20/2024	Electrical Permit - 1820 Parkfield - 24	50.00
01277338	False	026264	Mike Rumbold	11/4/2024	Electrical Permit - 24PEK-EL-0232 -	50.00
01277607	False	033332	Bruce Wood	11/11/2024	Electrical Permit - 24PEK-SOL-0219	75.00
01277607	False	033332	Bruce Wood	11/11/2024	Electrical Permit - 24PEK-SOL-0218	75.00
01277607	False	033332	Bruce Wood	11/11/2024	Electrical Permit - 24PEK-SOL-0213	75.00
01277608	False	034635	Paul Joyce	11/11/2024	Electrical Permit - 24PEK-SOL-0216	75.00
01277608	False	034635	Paul Joyce	11/11/2024	Electrical Permit - 24PEK-SOL-0215	75.00
01277609	False	033709	Preston Fewkes	11/11/2024	Electrical Permit - 24PEK-SOL-0217	75.00
01277612	False	035584	Savior Renovations	11/27/2024	Electrical Permit - 24PEK-EL-0267 -	100.00
01277631	False	026016	Joshua Fryman	11/13/2024	Electrical Permit - 24PEK-EL-0236 -	100.00
01277636	False	033452	Nicholas Vogelsang	11/13/2024	Electrical Permit - 24PEK-EL-0181 -	75.00
01277638	False	000000		11/13/2024	Electrical Permit - 24PEK-EL-0237 -	150.00
01277681	False	033332	Bruce Wood	11/15/2024	Electrical Permit - 24PEK-SOL-0221	75.00
01277919	True	033733	Chris Stewart	11/18/2024	Electrical Permit - 24PEK-SOL-0222	75.00
01277941	True	026503	Ray Trapp	11/18/2024	Electrical Permit - 24PEK-EL-0239 -	75.00
01277955	True	034635	Paul Joyce	11/18/2024	Electrical Permit - 24PEK-SOL-0223	75.00
01277955	True	034635	Paul Joyce	11/18/2024	Electrical Permit - 24PEK-SOL-0224	75.00
					Fund: 100	Total:
						4,624.00
100-793-426400	Building And Rezoning Permit					
01271012	False	035043	Los Amigos Concrete	11/1/2024	Curb Cut/Approach/Drive - 24PEK-B	40.00
01271073	False	032033	Peerless Fence	11/1/2024	Fence Permit - 24PEK-FE-0148 - 122	50.00
01271881	False	030579	Thomas Huff	11/4/2024	Fence Permit - 24PEK-FE-0156 - 151	30.00
01272587	False	016194	Duffy & Associates, Inc.	11/5/2024	Building Permit - 24PEK-BP-0463 - 1	114.00
01273114	False	035196	Brock Gray	11/6/2024	Curb Cut/Approach/Drive - 24PEK-B	40.00
01273208	False	005089	Justin Robinson	11/7/2024	Demolition Permit - 24PEK-DEMO-0	50.00
01273455	False	019007	Rick Gardiner	11/8/2024	Fence Permit - 24PEK-FE-0158 - 183	30.00
01273457	False	033972	Rodney Crider	11/8/2024	Roofing Permit - 24PEK-BP-0614 - 1	60.00
01273522	False	035281	Brandon Barnes Construction	11/8/2024	Demolition Permit - 24PEK-DEMO-0	50.00
01273821	False	014214	Antonini Builders	11/12/2024	Building Permit - 24PEK-BP-0619 - 2	30.00
01273822	False	011373	Thomas Nimmo	11/12/2024	Fence Permit - 24PEK-FE-0159 - 121	30.00
01273829	False	035542	KALM Construction	11/12/2024	Deck Permit - 24PEK-BP-0618 - 190	60.00
01274080	False	024298	Kevin Shelby	11/14/2024	Building Permit - 24PEK-BP-0624 - 1	30.00

Account Number			Account Description			Amount
Receipt No	Void	Cust No	Name	Receipt Date	Line Item Description	
01274082	False	032634	Hollie Perez	11/14/2024	Demolition Permit - 24PEK-DEMO-0	50.00
01274261	False	035504	Shaw Siding & Roofing	11/14/2024	Roofing Permit - 24PEK-BP-0625 - 1	63.00
01274620	False	035560	Calvin Willard	11/18/2024	Building Permit - 24PEK-BP-0612-NI	924.00
01274620	False	035560	Calvin Willard	11/18/2024	Curb Cut/Approach/Drive - 24PEK-B	40.00
01274825	False	035555	William R & Kathleen D Baker	11/20/2024	Building Permit - 24PEK-BP-0628 - 1	193.00
01275121	False	035571	Damon Cornelison	11/19/2024	Deck Permit - 24PEK-BP-0627 - 626	63.00
01275147	False	024631	Mary Burress	11/14/2024	Fence Permit - 24PEK-FE-0161 - 131	30.00
01275202	False	029760	Trey Hasty	11/19/2024	Fence Permit - 24PEK-FE-0162 - 210	72.00
01275342	False	035576	KNZ Construction	11/22/2024	Roofing Permit - 24PEK-BP-0631 - 1	50.00
01276265	False	035580	Rainforcing Roofing & Exteriors	11/25/2024	Roofing Permit - 24PEK-BP-0633 - 1	168.00
01277325	False	026618	Michael & Allie Neville	11/4/2024	Deck Permit - 24PEK-BP-0607 - 1603	66.00
01277325	False	026618	Michael & Allie Neville	11/4/2024	Roofing Permit - 24PEK-BP-0606 - 20	87.00
01277375	False	031640	Hohulin Residential Fence LLC	11/5/2024	Fence Permit - 24PEK-FE-0157 - 200	78.00
01277426	False	000888	Shane Clanton	11/27/2024	Building Permit - 24PEK-BP-0638 - 3	30.00
01277541	False	010197	Benassi Roofing	11/6/2024	Roofing Permit - 24PEK-BP-0608 - 50	99.00
01277606	False	010197	Benassi Roofing	11/8/2024	Roofing Permit - 24PEK-BP-0613 - 1	63.00
01277607	False	033332	Bruce Wood	11/11/2024	Solar Permit - 24PEK-SOL-0218 - 20	200.00
01277607	False	033332	Bruce Wood	11/11/2024	Solar Permit - 24PEK-SOL-0213 - 14	350.00
01277607	False	033332	Bruce Wood	11/11/2024	Solar Permit - 24PEK-SOL-0219 - 24	200.00
01277608	False	034635	Paul Joyce	11/11/2024	Solar Permit - 24PEK-SOL-0216 - 14	350.00
01277608	False	034635	Paul Joyce	11/11/2024	Solar Permit - 24PEK-SOL-0215 - 14	200.00
01277609	False	033709	Preston Fewkes	11/11/2024	Solar Permit - 24PEK-SOL-0217 - 111	350.00
01277610	False	034393	ReVamp Fence & Deck	11/11/2024	Fence Permit - 24PEK-FE-0155 - 144	60.00
01277611	False	026281	Matt Stropes	11/11/2024	Roofing Permit - 24PEK-BP-0617 - 8	30.00
01277613	False	010552	Kevin Reader	11/27/2024	Building Permit - 24PEK-BP-0639 - 2	81.00
01277620	False	031932	BluSky Restoration Contractors LLC	11/12/2024	Building Permit - 24PEK-BP-0611 - 3	321.00
01277624	False	005851	Tazewell County Health Dept.	11/12/2024	Building Permit - 24PEK-BP-0615 - 1	189.00
01277630	False	035585	Malik Lighting & Signs	11/13/2024	Sign Permit - 24PEK-SN-0024 - 500	50.00
01277639	False	034614	Absolute Exteriors	11/13/2024	Roofing Permit - 24PEK-BP-0620 - 1	63.00
01277640	False	014818	David Burling	11/13/2024	Demolition Permit - 24PEK-DEMO-0	50.00
01277659	False	010197	Benassi Roofing	11/14/2024	Roofing Permit - 24PEK-BP-0623 - 2	78.00
01277681	False	033332	Bruce Wood	11/15/2024	Solar Permit - 24PEK-SOL-0221 - 230	200.00
01277917	True	032166	Ronnie Manning	11/18/2024	Building Permit - 24PEK-BP-0616 - 1	93.00
01277919	True	033733	Chris Stewart	11/18/2024	Solar Permit - 24PEK-SOL-0222 - 120	350.00
01277955	True	034635	Paul Joyce	11/18/2024	Solar Permit - 24PEK-SOL-0223 - 120	350.00

Account Number			Account Description			Amount
Receipt No	Void	Cust No	Name	Receipt Date	Line Item Description	
01277955	True	034635	Paul Joyce	11/18/2024	Solar Permit - 24PEK-SOL-0224 - 22'	350.00
01278017	True	005089	Justin Robinson	11/18/2024	Building Permit - 24PEK-BP-0621 - 6	50.00
					Fund: 100	Total: 5,462.00
100-793-451200			Plumbing Permits			
01273122	False	012503	Tucker Plumbing	11/6/2024	Plumbing Permit - 24PEK-PL-0254 -	64.00
01273448	False	031243	CL O'Brien & CO Inc	11/8/2024	Plumbing Permit - 24PEK-PL-0257 -	120.00
01274620	False	035560	Calvin Willard	11/18/2024	Plumbing Permit - 24PEK-BP-0612-N	15.00
01274621	False	031567	Heartland Irrigation Inc	11/19/2024	Plumbing Permit - 24PEK-PL-0264 -	81.00
01275346	False	034845	Derek Bell	11/22/2024	Plumbing Permit - 24PEK-PL-0266 -	192.00
01277334	False	014818	David Burling	11/4/2024	Plumbing Permit - 24PEK-PL-0251 -	51.00
01277337	False	029955	Mark Arnold	11/4/2024	Plumbing Permit - 24PEK-PL-0252 -	51.00
01277372	False	026011	Joe Barth	11/5/2024	Plumbing Permit - 24PEK-PL-0253 -	57.00
01277544	False	014818	David Burling	11/6/2024	Plumbing Permit - 24PEK-PL-0255 -	51.00
01277604	False	031978	Tiger Heating and Air Conditioning S	11/7/2024	Plumbing Permit - 24PEK-PL-0256 -	48.00
01277632	False	005851	Tazewell County Health Dept.	11/13/2024	Plumbing Permit - 24PEK-PL-0258 -	144.00
01277991	True	033205	NB Plumbing	11/18/2024	Plumbing Permit - 24PEK-PL-0261 -	216.00
01277991	True	033205	NB Plumbing	11/18/2024	Plumbing Permit - 24PEK-PL-0260 -	144.00
01278003	True	031978	Tiger Heating and Air Conditioning S	11/18/2024	Plumbing Permit - 24PEK-PL-0259 -	84.00
					Fund: 100	Total: 874.00
100-793-451400			Electrical Inspection Fee			
01276194	False	035579	Kathy Brocks	11/25/2024	Electrical Inspection/OCC - 24PEK-B	150.00
					Fund: 100	Total: 150.00
Report Totals:						13,765.00



PEKIN FIRE DEPARTMENT

3232 COURT ST — Pekin, IL 61554

www.ci.pekin.il.us

Monthly Incident Type Report (Pekin Fire)

Basic Incident Type	Total Incidents	Total Incidents Percent of Incidents
Incidents for: November 2024		
Incident Type Category: 1 - Fire		
100 - Fire, other	1	0.17%
111 - Building fire	2	0.35%
113 - Cooking fire, confined to container	2	0.35%
114 - Chimney or flue fire, confined to chimney or flue	1	0.17%
141 - Forest, woods or wildland fire	1	0.17%
150 - Outside rubbish fire, other	2	0.35%
151 - Outside rubbish, trash or waste fire	1	0.17%
162 - Outside equipment fire	1	0.17%
Total: 11	Total: 1.90%	
Incident Type Category: 2 - Overpressure Rupture, Explosion, Overheat (No Fire)		
240 - Explosion (no fire), other	1	0.17%
Total: 1	Total: 0.17%	
Incident Type Category: 3 - Rescue & Emergency Medical Service Incident		
311 - Medical assist, assist EMS crew	37	6.40%
321 - EMS call, excluding vehicle accident with injury	376	65.05%
322 - Motor vehicle accident with injuries	13	2.25%
324 - Motor vehicle accident with no injuries.	2	0.35%
Total: 428	Total: 74.05%	
Incident Type Category: 4 - Hazardous Condition (No Fire)		
412 - Gas leak (natural gas or LPG)	4	0.69%
424 - Carbon monoxide incident	1	0.17%
444 - Power line down	3	0.52%
461 - Building or structure weakened or collapsed	1	0.17%
Total: 9	Total: 1.56%	
Incident Type Category: 5 - Service Call		
500 - Service call, other	1	0.17%
511 - Lock-out	2	0.35%
531 - Smoke or odor removal	1	0.17%
550 - Public service assistance, other	13	2.25%
551 - Assist police or other governmental agency	1	0.17%
552 - Police matter	1	0.17%
553 - Public service	1	0.17%
554 - Assist invalid	34	5.88%
561 - Unauthorized burning	8	1.38%
Total: 62	Total: 10.73%	
Incident Type Category: 6 - Good Intent Call		
611 - Dispatched and cancelled en route	21	3.63%
622 - No incident found on arrival at dispatch address	2	0.35%
631 - Authorized controlled burning	4	0.69%
651 - Smoke scare, odor of smoke	1	0.17%
671 - HazMat release investigation w/no HazMat	1	0.17%
Total: 29	Total: 5.02%	
Incident Type Category: 7 - False Alarm & False Call		
700 - False alarm or false call, other	11	1.90%

Basic Incident Type	Total Incidents	Total Incidents Percent of Incidents
711 - Municipal alarm system, malicious false alarm	1	0.17%
733 - Smoke detector activation due to malfunction	4	0.69%
735 - Alarm system sounded due to malfunction	4	0.69%
736 - CO detector activation due to malfunction	1	0.17%
740 - Unintentional transmission of alarm, other	3	0.52%
743 - Smoke detector activation, no fire - unintentional	4	0.69%
745 - Alarm system activation, no fire - unintentional	6	1.04%
746 - Carbon monoxide detector activation, no CO	3	0.52%
Total: 37		Total: 6.40%
Incident Type Category: 9 - Special Incident Type		
911 - Citizen complaint	1	0.17%
Total: 1		Total: 0.17%
Total: 578		Total: 100.00%
Total: 578		Total: 100.00%

**REQUEST FOR COUNCIL ACTION**

Agenda Date: December 9, 2024
To: Members of the City Council
From: Sue McMillan, City Clerk

AGENDA ITEM: Receive and File Patrick Taphorn's Resignation with Regret from EDAC

DESCRIPTION: Pat Taphorn has submitted his resignation from the Economic Development Advisory Committee (attached). We wish Mr. Taphorn all the best.

There is no need for the Mayor to appoint a replacement as the City Council has previously passed an ordinance reducing the membership of the EDAC.

FINANCIAL IMPACT:

Requested Amount:
 Line Item:
 Budgeted Amount:
 Remaining Funds:
 Notes:
 Award Type: N/A

REVIEWED BY:

John Dossey, City Manager
 Sue McMillan, City Clerk

Approved - 12/2/2024
 Final Approval - 12/6/2024

Wray, Joshua L.

From: Patrick Taphorn <ptaphorn@unland.com>
Sent: Monday, November 25, 2024 3:42 PM
To: Leman, Drew
Cc: Wray, Joshua L.
Subject: Pekin EDAC

Importance: High

Drew –

Great visiting with you today! Thanks for reaching out.

Per our discussion, I feel it would be in my best interest and that of the EDAC for me to step down from the committee for now.

My business activities have brought new responsibilities and it is challenging to allocate the necessary time to the group. We just completed two acquisitions this year in June and July and will be integrating those agencies into ours well into the next year. In addition, I am starting my year as President of the Big I of IL (Independent Agents of Illinois) effective 10/1/24. I have been able to bypass and skip some of the activities, outings, events up until now, but highly encouraged to be present at these all over the state these next 11 months.

I am also still coaching high school basketball at Pekin again this year and our season officially started 2 weeks ago.

While some of these events don't directly get in the way of the monthly meetings, I have to prioritize the number of hours in each day and it seems the EDAC takes a back seat. This does not mean that it isn't important, but I am just needed in other places right now and am spread a little too thin.

I have really enjoyed my time on the EDAC and am extremely impressed with the level of talent you have in the group. There's no doubt the success will continue without me.

If things slow down for me and you find yourselves in need of someone to fill a spot in the future, please do not hesitate to reach out.

Thanks

- Pat

#

Patrick Taphorn, CIC, CSR

President

Unland Insurance & Benefits

2211 Broadway Road | Pekin, IL 61554

P: / F: 309.642.6833 | C: 309.657.2694

ptaphorn@unland.com | www.unland.com

CITY OF PEKIN
PEKIN, ILLINOIS

OFFICE OF CITY CLERK

AS OF JANUARY 1, 2025

MEETINGS OF OFFICIAL BODY OF
THE CITY OF PEKIN, ILLINOIS
HELD IN CITY HALL COUNCIL CHAMBERS
111 SOUTH CAPITOL STREET
CITY COUNCIL
2ND AND 4TH MONDAY OF EACH MONTH UNLESS INDICATED

JANUARY 13, 2025

JANUARY 27, 2025

FEBRUARY 10, 2025

FEBRUARY 24, 2025

MARCH 10, 2025

MARCH 24, 2025

APRIL 14, 2025

APRIL 28, 2025

MAY 12, 2025

MAY 27, 2025 TUESDAY

JUNE 9, 2025

JUNE 23, 2025

JULY 14, 2025

JULY 28, 2025

AUGUST 11, 2025

AUGUST 25, 2025

SEPTEMBER 8, 2025

SEPTEMBER 22, 2025

OCTOBER 13, 2025

OCTOBER 27, 2025

NOVEMBER 10, 2025

NOVEMBER 24, 2025

DECEMBER 8, 2025

DECEMBER 22, 2025

(TRADITIONALLY CANCELLED IN THE PAST)

**REQUEST FOR COUNCIL ACTION**

Agenda Date: December 9, 2024
To: Members of the City Council
From: Nic Maquet, Chief Building Official

AGENDA ITEM: Ordinance No. 4242-24/25 Requiring the Registration of Properties that are Vacant or Foreclosed

DESCRIPTION: The City of Pekin has faced numerous challenges with identifying and locating owners or responsible parties of properties that are in the foreclosure process or that have been foreclosed in order to ensure proper maintenance of these properties. The City often faces similar challenges with vacant (unimproved) properties. The City is often burdened with the costs to maintain or board up these properties when staff are unable to locate a contact for the property. In order to properly address this problem, staff has drafted an ordinance and is requesting the council adopt it. This ordinance will create a foreclosure & vacant property registration program that will identify appropriate contacts to address safety and aesthetic concerns in an effort to minimize the negative impacts and blighted conditions that occur as a result of foreclosure and long-term vacancy of these properties.

After this item was initially brought to the Council, several changes to the language were made by staff in consultation with the Peoria Area Association of Realtors (PAAR).

- Their first concern was that regular, well-maintained homes for sale would technically have to register under the old language creating a new cost for home transactions. Staff modified the language to specifically exempt such cases as well as short-term vacancies for vacations or other matters.
- The new language also puts the burden of registration of foreclosed properties on the mortgagee of a property (the bank) rather than the property owner, and registration is not required until after foreclosure has concluded to protect the owner from additional fees being passed onto them during foreclosure that might cause extra burden in paying off costs to stop the foreclosure.
- Staff also reduced the registration fee from \$350 down to \$300 as PAAR stated that \$350 was too high in their opinion.

PAAR does not yet recommend the proposed ordinance, but they are willing to continue working with staff to refine the language.

FINANCIAL IMPACT:

Requested Amount:

Line Item:

Budgeted Amount:

Remaining Funds:

Notes: New revenue from this program would be booked to a new General Fund account: 100-793-450701

Award Type: n/a	
REVIEWED BY:	
Joshua Wray, Economic Development Director	Approved - 12/6/2024
Nic Maquet, Chief Building Official	Approved - 12/6/2024
John Dossey, City Manager	Approved - 12/6/2024
Sue McMillan, City Clerk	Final Approval - 12/6/2024

ORDINANCE NO. 4242-24/25

**AN ORDINANCE REQUIRING THE REGISTRATION OF PROPERTIES
THAT ARE VACANT OR FORECLOSED**

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 Council has determined that several properties within the City are or were subject to judicial foreclosure; and

WHEREAS, the City Council has determined that several properties within the City are, or have been, vacant and unoccupied; and

WHEREAS, the City Council has determined that vacant properties pose a unique and significant threat to the public health, safety, welfare and morals, including but not limited to the risk that said properties will be occupied by vagrants, squatters, and other malefactors and become hubs for increased criminal activity; and

WHEREAS, the City Council has determined that properties within the City that are subject to a pending foreclosure action, properties that have been foreclosed upon, and properties that are vacant or abandoned (collectively “Registrable Properties”) cause a decline in property values, create a nuisance, are a blight on the community, and create conditions that invite, encourage and facilitate criminal activity; and create dangerous, unsafe, and unhealthy conditions; and

WHEREAS, the City has adopted numerous building codes and has adopted an extensive nuisance code; and

WHEREAS, the City has limited financial and human resources to devote to code enforcement and accordingly, a significant portion of code enforcement activity is complaint driven; and

WHEREAS, the City Council has determined that the best and most efficient code enforcement strategy with respect to Registrable Properties is to proactively identify Registrable Properties that may be at risk for violations and to quickly identify and remediate existing violations; and

WHEREAS, the City Council has found that to effectively to discharge its police powers and abate the aforementioned risks of harm to the public health, safety, welfare and morals, it is both necessary and proper for the City to compile and maintain a registry of vacant properties and properties subject to foreclosure action.

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 and are incorporated herein.

Section 2. Chapter 4, Article I of the Pekin City Code is amended by adding a new Division 15 as follows:

DIVISION 15. – VACANT AND FORECLOSED PROPERTIES

Sec. 4-1-15-1. Purpose and intent.

The purpose and intent of this Division is to establish a process to address the deterioration, crime, and decline in value of neighborhoods in the City caused by properties that are vacant, abandoned, in foreclosure or have been foreclosed upon in a mortgage foreclosure action, and to identify, regulate, limit and reduce the number of these properties located within the City. It is further the intent to establish a registration program as a mechanism to help protect neighborhoods from becoming blighted through the lack of adequate maintenance of properties that are vacant, abandoned, in foreclosure or have been foreclosed upon, and to provide a mechanism to avert foreclosure actions through timely intervention, education, or counseling of property owners.

Sec. 4-1-15-2. Definitions.

The following words, terms, and phrases, when used in this Division, shall have the meanings ascribed to them in this Section, except where the context clearly indicates a different meaning.

Default means that the mortgagor has not complied with the terms of a mortgage encumbering property located within the City, or a promissory note relating to a property located within the City, or with any other instrument evidencing a debt relating to property located within the City.

Enforcement officer means any law enforcement officer, building official, zoning inspector, code enforcement officer, fire inspector, building inspector, or other person authorized by the City to enforce any applicable code, including but not limited to any building code that may apply to a parcel of property located in the City.

Evidence of vacancy means any condition that on its own, or combined with other conditions, would lead a reasonable person to believe that the property is unoccupied by persons legally in possession thereof. Such conditions include, but are not limited to, overgrown or dead vegetation; delinquent property taxes; past due utility notices or bills; disconnected utilities; accumulation of trash junk or debris; abandoned vehicles or parts thereof; the absence of furnishings or personal items consistent with habitation or occupancy; the presence of an unsanitary, stagnant swimming pool; the accumulation of newspapers, circulars, flyers or mail; statements by neighbors, passersby, delivery agents or government agents that the property is vacant; or the presence of boards over doors, windows or other openings.

Foreclosed property means any real property located in the City, whether vacant or occupied, that (i) has been the subject of a foreclosure sale and title was transferred to a mortgagee or an affiliate entity of a mortgagee; or (ii) has been transferred to a mortgagee or an affiliated entity of a mortgagee under a deed in lieu of foreclosure or foreclosure sale. The designation of real property as a registrable property pursuant to this subsection shall remain in place until such time as the property is sold to a non-related bona fide purchaser in an arm's length transaction or the foreclosure action has been dismissed.

Foreclosure shall carry the meaning assigned to that term under the Illinois Mortgage Foreclosure Law, 735 ILCS 5/15 or comparable federal law.

Mortgagee shall carry the meaning assigned to that term under Section 15-1208 of the Illinois Mortgage Foreclosure Law (735 ILCS 5/15-1208).

Owner means any person, entity, or mortgagee who, alone or severally with others, has legal or equitable title to any real property as defined by this section; has legal care, charge, or control of any such property; is in possession or control of any such property; and/or is vested with possession or control of any such property. Property managers shall be excluded from the definition of "owners" under this Division.

Property manager means any individual or entity designated by the owner or mortgagee as the party responsible for inspecting, maintaining and securing the property as required in this Division.

Real property means any residential or commercial land and/or buildings, leasehold improvements and anything affixed to the land, or portion thereof identified by a property parcel identification number, located within the City's corporate boundaries or within territory owned by the City.

Registrable property shall be a combined term for any "vacant property" and/or any "foreclosed property" as defined herein.

Registry means a web-based electronic database of searchable real property records, used by the City to allow mortgagees and owners the opportunity to register properties and pay applicable fees as required by this Division.

Utilities means any utility and/or service that is essential for a building to be habitable and/or perform a service necessary to comply with all City codes. This includes, but is not limited to, electrical, gas, water, sewer, trash service, lawn maintenance, and pool maintenance.

Vacant means any property in the City of Pekin that is improved by a building or structure that is not occupied by persons legally entitled to possession thereof and that exhibits evidence of vacancy as that term is defined herein. Vacant property does not mean property that is temporarily unoccupied while the persons legally entitled to possession thereof are away on vacation, personal matters or business, or is not intended by such persons to be left vacant for a period of more than

30 days. It shall also not include properties that are currently under construction with a valid building permit or currently listed for sale by an Illinois licensed real estate agent

Sec. 4-1-15-3. Establishment of registry.

The City shall establish a registry cataloging each registrable property within the City and containing the information required by this Division.

Sec. 4-1-15-4. Registration of foreclosed property.

- (a) It shall be a violation of this Division for any mortgagee of a foreclosed property within the City to fail to register such property or to update registry information in accordance with the requirements of this section.
- (b) Within ten (10) days after the date any mortgagee or affiliate entity of a mortgagee takes title to a foreclosed property, the mortgagee shall register the real property with the registry established by Section 4-1-15-3. A separate registration is required for each foreclosed property. Mortgagees of a foreclosed property that took title to such property prior to the passage of this ordinance shall register such properties in accordance with this Section within thirty (30) calendar days after the effective date of said ordinance. If the real property is vacant at the time of registration, the mortgagee shall designate in writing a property manager to inspect, maintain, and secure the real property subject to the mortgage.
- (c) Registration pursuant to this section shall include, at a minimum:
 - (1) The address and parcel identification number of the property;
 - (2) A description of the type of property (commercial, single-family residence, apartment complex, farm land, etc.);
 - (3) Whether the property is a vacant property as defined in this Division;
 - (4) The name, mailing address, and telephone number of the mortgagee and, if the mortgagee is other than an individual, the name, direct mailing address, direct telephone number, and direct e-mail address of the contact person for the mortgagee;
 - (5) The name, mailing address, and telephone number of the mortgagee's agent, property manager, mortgage servicing company, or other person or entity designated by the mortgagee to maintain the property and/or to receive notices with respect to the property, if any.
- (d) Any property that has previously registered in accordance with this section and which later becomes vacant shall not be required to re-register pursuant to section 4-1-15-5; provided, however, that such registration information shall be updated to reflect the change in vacancy status.
- (e) If a foreclosed property is vacant at the time of registration or becomes vacant at any time, the mortgagee shall designate a property manager to inspect, maintain, and secure the property.

- (f) Any mortgagee that has registered a property under this section must report any change of information contained in the registration to the City within ten (10) days of the change.

Sec. 4-1-15-5. Registration of vacant property.

- (a) It shall be a violation of this Division for any owner of vacant property within the City to fail to register such property or to update registry information in accordance with the requirements of this section.
- (b) Any owner of vacant property located within the City shall, within ten (10) days after the property becomes a vacant property, register the real property with the registry established by Section 4-1-15-3. A separate registration is required for each vacant property. Owners of property that is vacant at the time of the adoption of the ordinance creating this Division must register the property in accordance with this section within thirty (30) days after the effective date of said ordinance.
- (c) Initial registration pursuant to this section shall include, at a minimum:
 - (1) The address and parcel identification number of the property;
 - (2) A description of the type of property (commercial, single-family residence, apartment complex, farm land, etc.);
 - (3) The name, mailing address, e-mail address, and telephone number of the owner(s); and
 - (4) The name, mailing address, e-mail address, and telephone number of the property manager, if any.
- (d) Any vacant property that has previously registered in accordance with this section and later becomes subject to a foreclosure action shall not be required to re-register pursuant to Section 4-1-15-4; provided, however, that such registration information shall be updated to reflect the change in status of the property
- (e) If the property is sold or transferred, the new owner is subject to all the terms of this Division. Within ten (10) days of the transfer, the new owner shall register the vacant property, if not already registered, or update the existing registration. The previous owner(s) will not be released from the responsibility of paying all previous unpaid fees, fines, and penalties accrued during that owner's involvement with the vacant property.

Sec. 4-1-15-6. Renewal of registration; registration fees.

- (a) The registration required by this Division shall expire and must be renewed by the owner or mortgagee, as applicable, six (6) months after the date of the first event or action that makes the property a registrable property, as defined by this Division, which may be different from the date of initial registration, and every six (6) months thereafter so long as the property remains a registrable property. No property shall be deemed to have met the registration requirements of this Division unless all fees established by this section have been paid.
- (b) A non-refundable of \$300.00 shall be paid by the owner of a vacant property or mortgagee of a foreclosed property at the time of initial registration of any registrable property

pursuant to the requirements of this Division. A non-refundable renewal fee in the amount of \$300.00 shall be paid no later than ten (10) days prior to the expiration of the previous semi-annual registration period.

- (c) Any registration or renewal fee required by this section that is not paid when required pursuant to this section shall be assessed a late fee equivalent to ten percent (10%) for every thirty (30) day-period, or portion thereof, the fee remains outstanding; provided, however, that with regard to vacant properties this subsection shall apply only to the initial registration fee and registration by subsequent owner pursuant to section 4-1-15-5(c) hereof.
- (d) Fees collected pursuant to this Section shall be used to offset the costs of: (1) registration and registration enforcement, (2) code enforcement and mitigation related to registrable properties, and (3) for any related purposes as may be adopted in the policy set forth in this Division.

Sec. 4-1-15-7. Inspection of foreclosed property.

- (a) Any mortgagee of a foreclosed property located within the City shall perform an initial inspection of the property within thirty (30) days after the filing of a foreclosure action relating to the property, and shall inspect the property every thirty (30) days thereafter for so long as the property remains a foreclosed property subject to registration pursuant to this Division. Inspection means a careful examination of the property to determine (1) the property's occupancy status and (2) whether the property is in compliance with all applicable building, maintenance, and housing codes.
- (b) If an inspection shows a change in the property's occupancy status, the mortgagee shall, within ten (10) days after such inspection, update the occupancy status of the property in the registry.

Sec. 4-1-15-8. Maintenance of registrable property.

- (a) In addition to all other generally applicable building codes and nuisance ordinances now or hereafter enacted by the City, the owner or mortgagee, as applicable, of a registrable property shall comply with the following maintenance requirements:
 - (1) Properties shall be kept free of weeds, overgrown brush, dead vegetation, trash, junk, debris, building materials, any accumulation of newspaper circulars, flyers, notices, except those required or permitted by federal, state or local law, discarded personal items including, but not limited to, furniture, clothing, large and small appliances, printed material, or any other items that give the appearance that the property is abandoned.
 - (2) Properties shall be maintained free of graffiti or similar markings by removal or painting over with an exterior grade paint that matches the color of the exterior structure.
 - (3) Front, side, and rear yards, including landscaping shall be maintained in accordance with all City codes and ordinances, including, but not limited to, zoning, building, and property maintenance codes.

- (4) Maintenance shall include, but not be limited to, watering, irrigation, cutting and mowing of required ground cover or landscape and removal of all trimmings.
- (5) Pools and spas shall be maintained so the water remains free and clear of pollutants and debris and shall comply with the regulations set forth in the applicable City codes and ordinances.
- (b) An owner or mortgagee of registrable property shall maintain such properties in a secure manner so as not to be accessible to unauthorized persons. A “secure manner” shall include, but not be limited to, the closure and locking of windows, doors, gates and other openings of such size that may allow unauthorized persons to access the interior of the residence or structure on the property.

Sec. 4-1-15-9. Transfer or sale of registrable property.

- (a) If a registrable property or property that has been registered pursuant to this Division is sold or transferred, including, but not limited to, a transfer to a mortgagee under a foreclosure sale, deed in lieu of foreclosure, or any other legal means, the new owner shall be subject to all the terms of this Division. Within fifteen (15) days after the sale or transfer, the new owner shall register the property or update the existing registration, and shall pay, in addition to any registration fee due pursuant to Section 4-1-15-6, any and all unpaid fees, fines, and penalties imposed pursuant to this Division, regardless of who the owner was at the time such fees, fines, or penalties were imposed or accrued. The previous owner shall not be released from the responsibility of paying all unpaid fees, fines, and penalties that accrued during that owner’s interest in the registrable property.
- (b) If a registrable property has been registered by the mortgagee pursuant to this Division, and such mortgage is sold, assigned, or otherwise transferred, the new mortgagee shall be subject to all the terms of this Division. Within fifteen (15) days of the sale, assignment, or transfer, the new mortgagee shall register the property or update the existing registration, and shall pay, in addition to any registration fee due pursuant to Section 4-1-15-6, any and all unpaid fees, fines, and penalties imposed pursuant to this Division related to the registrable property, regardless of who the mortgagee was at the time such fees, fines, or penalties were imposed or accrued, including, but not limited to, unregistered periods during the foreclosure process. The previous mortgagee shall not be released from responsibility for all previous unpaid fees, fines, and penalties imposed or accrued during that mortgagee’s involvement with the property.. The previous mortgagee shall not be released from the responsibility of paying all unpaid fees, fines, and penalties that accrued during that mortgagee’s interest in the registrable property.

Sec. 4-1-15-9. Violations; penalties.

- (a) Any person who violates any provision of this Division shall, upon conviction thereof, be subject to a fine of not less than one hundred fifty dollars (\$150.00), nor more than seven hundred fifty dollars (\$750.00) for each offense. A separate offense shall be deemed committed for each day upon which said violation(s) shall continue or exist.
- (b) The provisions of this Division are cumulative with and in addition to other available remedies. Nothing contained in this Division shall prohibit the City from collecting

fees, fines, and penalties in any lawful manner; or enforcing its codes by any other lawful means, including, but not limited to, injunction, abatement, or as otherwise provided by law or ordinance.

- (c) Compliance with this Division does not relieve the mortgagee or owner of a registrable property from any other obligations set forth in the City Code, which may apply to the property. Failure of the mortgagee or owner to properly maintain a registrable property in accordance with all applicable provisions of the City Code may result in a violation of the City Code and issuance of a citation to the owner or mortgagee in accordance therewith. Registration under this Division shall not preclude the City from taking any other action against the property pursuant to other applicable provisions of the City Code, the Illinois Municipal Code, or other applicable laws, including, but not limited to, the right of the City to secure, demolish, or take remedial action with respect to the property or buildings or structures located thereon when it is in the best interest of the public safety and welfare. The City may also pursue other legal or equitable remedies, including, but not limited to, injunctive relief, application to a court of competent jurisdiction for a receiver, demolition or condemnation, contracting for the repair or purchase of the premises, or foreclosure of any lien the City may have on the property.

Sec. 4-1-15-10. Severability

If any phrase, clause, sentence, paragraph, or section of this Division is declared unconstitutional by a court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Division.

Section 3. 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 4. This Ordinance is hereby ordered to be published in pamphlet form by the Pekin City Clerk and said Clerk is ordered to keep at least three (3) copies hereof available for public inspection in the future and in accordance with the Illinois Municipal Code.

Section 5. This Ordinance shall be in full force and effect from and after its passage, approval and ten (10) day period of publication in the manner provided by law.

[Signature Page to Follow]

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

**REQUEST FOR COUNCIL ACTION**

Agenda Date: December 9, 2024
To: Members of the City Council
From: Joshua Wray, Economic Development Director

AGENDA ITEM: Ordinance No. 4261-24/25 Approving a Third Amendment to the Agreement for Purchase and Sale of Real Property with Illinois American Water for the City-Owned Property Generally East of the Current Terminous of Brenkman Drive

DESCRIPTION: Illinois American Water has not completed soil boring needed to confirm the site's suitability for a water tank, but they believe they can do so by February 15, 2025, so they have requested an extension of due diligence until then.

Staff recommends approval of this ordinance.

FINANCIAL IMPACT:

Requested Amount:
 Line Item:
 Budgeted Amount:
 Remaining Funds:
 Notes:
 Award Type: N/A

REVIEWED BY:

Jim Vasselli, City Attorney	Approved - 12/3/2024
John Dossey, City Manager	Approved - 12/5/2024
Sue McMillan, City Clerk	Final Approval - 12/6/2024

Ordinance No. 4261-24/25 Approving a Third Amendment to the Agreement for Purchase and Sale of Real Property with Illinois American Water for the City-Owned Property Generally East of the Current Terminous of Brenkman Drive

WHEREAS, the City Council previously approved Ordinance No. 4203-24/25 Approving the Sale of City-Owned Property Generally East of the Current Terminous of Brenkman Drive to Illinois American Water Company and associated purchase and sale agreement (the "Agreement"); and

WHEREAS, Illinois American Water has requested additional time to complete due diligence activities; and

WHEREAS, the City Council finds it in the best interests of the community to amend the Agreement to extend the due diligence period through February 15, 2025.

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

Section 1. The foregoing findings and recitals are found to be true and correct and are incorporated herein.

Section 2. The Agreement for Purchase and Sale of Real Property by and between the City of Pekin and Illinois-American Water Company is hereby amended as shown in Exhibit A.

Section 3. The Mayor is authorized to execute, and the City Clerk is directed to attest, the Third Amendment to Agreement for Sale and Purchase of Real Property with Illinois-American Water Company for the sale of a portion of the Property.

RESULT:	(0 TO 0)
MOVER:	None
SECONDER:	None
AYES:	None
NAYS:	None
ABSTAIN:	None
ABSENT:	None

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

Mayor

ATTEST:

City Clerk

**THIRD AMENDMENT TO
REAL ESTATE PURCHASE AGREEMENT**

This Third Amendment to Real Estate Purchase Agreement (“Third Amendment”) is entered into as of December ____, 2024 (“Effective Date”) between the City of Pekin, an Illinois municipal corporation (“Seller”), and Illinois-American Water Company, an Illinois corporation (“Buyer”).

WHEREAS, the Buyer and Seller entered into a Real Estate Purchase Agreement dated June 27, 2024 (the “Agreement”) for the sale of certain property located along Brenkman Drive, Pekin, Illinois, more particularly described therein (hereinafter the “Property”); and

WHEREAS, the Buyer and Seller entered into a First Amendment to the Agreement dated August 27, 2024, and a Second Amendment to the Agreement dated October 28, 2024; and

WHEREAS, the Buyer and Seller agree to extend the due diligence period until February 15, 2025, to allow for the completion of due diligence;

NOW, THEREFORE, in consideration of the mutual promises, covenants, and conditions set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. The above recitals are incorporated herein and expressly made a part of this Third Amendment.
2. The Buyer and Seller agree to extend the Due Diligence Period as set forth in Section 6.1 of the Real Estate Purchase Agreement is extended up to and including February 15, 2024.
7. Except as amended herein, the terms and conditions of the Agreement shall remain in full force and effect. If any provision of this Agreement is inconsistent with the terms of the Agreement, between the parties, the provisions of this Amendment shall control.

IN WITNESS WHEREOF, the Buyer and Seller have hereunto affixed their signatures as of the date hereof.

Seller: City of Pekin, Illinois

Buyer: Illinois-American Water Company

By: _____
Mary Burress, Mayor

By: _____
Brian Eisenloeffel, VP of Operations

ATTEST:

Sue McMillan, City Clerk

**REQUEST FOR COUNCIL ACTION**

Agenda Date: December 9, 2024
To: Members of the City Council
From: Eric Dubrowski, Finance Director

AGENDA ITEM: Resolution No. 218-24/25 Approving Agreement with Middle America Government Consulting, Inc for Consulting Services

DESCRIPTION: The City of Pekin has been working closely with Middle America Government Consulting (MAGC), which has been deeply involved in the City's financial processes for nearly two years.

The consultant brings extensive knowledge of the City's operations and has played a key role in resolving financial issues, addressing the backlog of audits, and advising on policy development.

Significant time has been dedicated to improving the City's financial processes. While notable progress has been made, much work remains. At one point, the City faced a four-year backlog of audits and is still actively working to catch up. Late audits can negatively impact the City's financial stability by reducing resident confidence, increasing compliance risks, hindering accurate budgeting and planning, delaying assessments of financial health, eroding transparency, disqualifying the City from grants and external funding opportunities, and potentially lowering bond ratings, all of which lead to higher costs and missed opportunities.

One contributing factor to this backlog was inadequate staffing levels in the finance department.

The City currently has one vacant accountant position, which is being held open and is temporarily filled by MAGC. Their historical insight, particularly regarding last year's budget, will be essential as the City continues to move forward in the coming months.

It is critical for the City to have the right resources in place to catch up on audits, continue implementing process improvements, establish new policies and procedures, and strengthen the finance department. Once the department is positioned to operate effectively and efficiently, the City plans to transition from the consultant and fill the vacant junior accountant position. This will ensure the City has the appropriate staffing levels for its size, enabling it to stay current with all financial reporting requirements, remain aligned with the latest governmental accounting standards, and adopt a proactive approach to budgeting, reporting, and forecasting.

Typically, the City would initiate a procurement process for such consulting services. However, due to the consultant's unique familiarity with the City's financial operations, no other vendor can offer the historical perspective they bring.

To manage costs, the City will reduce the consultant's hours and transition them to remote work every other week. This phased approach will allow the City to continue benefiting from the consultant's expertise while preparing for a full transition, at which point the City will no longer require their services. Since the contract is based on an hourly rate, the overall cost will decrease as the consultant's hours are reduced during the term of this agreement.

Staff recommends extending consultant's contract without any rate increase for an additional 12 months. It should also be noted that this agreement is cancelable with two weeks' notice if these services are deemed no longer necessary.

FINANCIAL IMPACT:

FINANCIAL IMPACT:

Requested Amount:

- Est. \$64,430 in FY 25. 32 hours per week + Lodging* + Mileage*

- Est. \$105,210 in FY 26. 24 hours per week + Lodging* + Mileage*

* - Every other week

Line Item: Various Funds, Other Contractual Services

Category: Contractual Services

Line / Category Budgeted Amount: \$317,000 (FY 25)

Remaining Funds: \$183,383 (FY 25)

Award Type: Contract Extension

REVIEWED BY:

Jim Vasselli, City Attorney

John Dossey, City Manager

Sue McMillan, City Clerk

Approved - 12/3/2024

Approved - 12/5/2024

Final Approval - 12/6/2024

Resolution No. 218-24/25 Approving Agreement with Middle America Government Consulting, Inc for Consulting Services

WHEREAS, the City of Pekin has worked with Middle America Government Consulting for nearly two years to address financial issues, clear a backlog of audits, and improve financial operations; and

WHEREAS, the consultant has provided valuable assistance, particularly regarding accounting, budgeting, and process improvements, while assisting with the City’s financial challenges; and

WHEREAS, to manage costs, the City plans to reduce the consultant’s hours and transition them to remote work every other week, continuing to benefit from their expertise while preparing for a full transition; and

WHEREAS, due to the consultant’s unique historical knowledge, no other vendor could offer the same level of expertise, and extending the agreement for 12 months without a rate increase is the most practical approach.

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

Section 1. The foregoing findings and recitals are found to be true and correct and are incorporated herein.

Section 2. The Agreement for Consulting Services with Middle America Government Consulting, Inc. attached hereto as Exhibit A is approved. The Mayor is authorized to execute, and the City Clerk is directed to attest, the Agreement as approved herein.

RESULT:	(0 TO 0)
MOVER:	None
SECONDER:	None
AYES:	None
NAYS:	None
ABSTAIN:	None
ABSENT:	

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

Mayor

ATTEST:

City Clerk

AGREEMENT FOR CONSULTING SERVICES

THIS AGREEMENT is made and entered into as of this 1st day of January, 2025 (the "Effective Date") by and between **City of Pekin ("COP")**, a unit of Illinois local government, having its principal offices at 111 South Capitol Street, Pekin, Illinois 61554, and **Middle America Government Consulting, Inc. ("MAGC")**, an Illinois Corporation, having its principal offices at 418 Bunning Drive, Downers Grove, Illinois 60516.

Recitals

The MAGC will provide support services relating to COP's financial operations and audit preparation. MAGC possesses the experience and expertise to so assist COP. Therefore, by this Agreement, COP intends to so engage MAGC, and MAGC intends to be so engaged.

Provisions

NOW THEREFORE, in consideration of the mutual covenants and agreements contained in this Agreement, the receipt and sufficiency of which are hereby acknowledged, COP and MAGC agree as follows:

1. Statement of Work. By this Agreement COP retains MAGC to preform support services to COP's financial operations and audit preparation (collectively, the "Services").

In performing the Services, MAGC represents and warrants that it shall comply with all applicable laws and regulations of the United States, State of Illinois and relevant local governments and shall render the Services in a workman-like manner with the customary standard of care.

2. Payment. During the Term, COP shall pay MAGC \$98 per hour, for weekly hours under 40. In the event of work in excess of 40 hours in a week for any individual employee, the overtime rate will be \$147 per hour. Hours are not accumulated across employees to apply the overtime rate. Hours are anticipated to be between 30-40 hours per week. These rates shall be considered as full payment for MAGC's performance of the Services pursuant to this Agreement. COP shall reimburse MAGC for any COP authorized expenses, thus invoiced and adhering to COP's expense reimbursement policy. MAGC shall invoice COP bi-weekly in arrears, with invoices to be sent to 111 South Capitol Street, Pekin, Illinois 61554. Invoices shall document with reasonable sufficiency the Services rendered by MAGC for the invoiced period and include supporting documentation for any eligible reimbursement. COP agrees to pay MAGC within thirty (30) days of receipt thereof. Any reimbursable and authorized travel expenses must be incurred in a manner that is consistent with COP's Travel Policy. No meal reimbursements or per diem are eligible if the travel is to the Pekin area.

3. Status of MAGC. Regardless of where MAGC performs the Services and with whom MAGC may interact, it is understood and agreed that MAGC is providing the Services to COP as an independent contractor, not as an employee or agent of COP. It is further understood and agreed that (i) COP shall have no obligation to provide any employee benefits, including without limitation, workers' compensation coverage and unemployment benefits, to MAGC, and (ii) MAGC shall be solely liable for the payment of any income tax, whether federal, state or local, as well as FICA and Medicare taxes. MAGC is solely responsible for MAGC's employees. MAGC acknowledges that MAGC is not an agent of COP, cannot bind COP in any manner and will not represent or imply to any third party that MAGC is an agent of or can bind COP.

EXHIBIT A

4. Term and Termination. This Agreement shall remain in full force and effect from the Effective Date through December 31st, 2025 (the “Term”). The Term may be altered or extended to a date certain only by the mutual written agreement of the parties. Notwithstanding the foregoing, either party may terminate this Agreement for convenience and without liability at any time upon fourteen (14) days’ prior written notice. Upon notification, MAGC shall proceed in an orderly fashion to limit or terminate any outstanding commitments or obligations hereunder, and in the event of such early termination, payments by COP to MAGC shall be adjusted to reflect the actual Services rendered through the date of such termination. In addition, either COP or MAGC may terminate this Agreement upon a default. The occurrence of any of the following shall constitute a default: (i) COP or MAGC fails to perform any provision of this Agreement and such failure is not cured within fifteen (15) days after written notice from the non-defaulting party, or (ii) any voluntary or involuntary proceedings are filed by or against COP or MAGC under bankruptcy, insolvency or similar laws and, in the case of any involuntary proceedings, are not dismissed within thirty (30) days after filing.

5. Indemnification. MAGC shall indemnify, defend and hold harmless COP and its trustees, directors, officers, agents and employees from and against any and all claims, damages, losses and expenses (including attorney’s fees) incurred where such claims, damages, losses and expenses arise from or relate to (i) MAGC’s negligent act or omission or willful misconduct in performing its obligations under this Agreement, and/or (ii) from its breach of this Agreement. Further, MAGC agrees and acknowledges that it is undertaking to perform the Services called for under this Agreement at its own risk, which it freely and knowingly assumes, and MAGC hereby releases and promises not to sue COP and its trustees, directors, officers, agents and employees for any damages or injury (including death) caused by or associated with MAGC’s performance of the Services, except for damages or injury to the extent caused by the gross negligence or willful misconduct of COP, and its trustees, directors, officers, agents and employees.

6. Confidentiality. MAGC agrees to treat all information and data that MAGC receives (or has received) from COP, in whatever format MAGC may receive (or may have received) such information and data, as “Confidential Information”, and MAGC shall not disclose Confidential Information to any third party without the express prior written consent of COP. MAGC further agrees and covenants that any and all Confidential Information shall only be used (and has only been used) for the purposes of performing its obligations under this Agreement. MAGC further agrees that any and all Confidential Information shall remain (and, at all times, has remained) the property of COP. Upon termination of this Agreement, MAGC shall surrender any and all Confidential Information transmitted to it by COP. MAGC’s obligations of confidentiality set forth herein shall survive for the greater of two (2) years from the termination of this Agreement or the period of time required by law and applicable to the Confidential Information. Each Party must reasonably cooperate with the other Party regarding any Freedom of Information Act (FOIA) request calling for production of documents related to this agreement.

Notwithstanding the foregoing, Confidential Information shall exclude the following information and data that:

- (a) is or which becomes publicly known through no fault of MAGC;

- (b) is known to MAGC prior to receipt from COP, as evidenced by MAGC's written records;
- (c) is disclosed to MAGC in good faith by a third party who has an independent right to such information or data;
- (d) is independently developed by MAGC, as evidenced by MAGC's written records;
- (e) is approved for disclosure by the express prior written consent of COP; or
- (f) is disclosed pursuant to subpoena or governmental regulation, provided that MAGC notifies COP of the need for such disclosure prior thereto, so that COP may, as it deems appropriate, seek to challenge the required disclosure or seek a protective order.

7. Rights in Data and Intellectual Property. All reports, data, ideas, information and other products of the Services delivered by MAGC to COP hereunder or developed by MAGC in performing the Services (the "Deliverables") shall be the sole and exclusive property of COP and shall be deemed "work made for hire" with COP receiving ownership of copyright therein. MAGC hereby assigns all such rights to COP. COP acknowledges and agrees that MAGC shall retain all ownership rights in any of MAGC's pre-existing and proprietary property acquired by MAGC or developed by MAGC prior to the Effective Date that does not include or reflect customization for COP, or contain any information provided by COP to MAGC, and is clearly marked as copyright protected or confidential (the "MAGC's Materials"). Subject to the terms of this Agreement, MAGC grants and COP accepts a perpetual, worldwide, nonexclusive, nontransferable, royalty-free license to the MAGC's Materials for use only in conjunction with the Deliverables.

8. Non-Debarment. Contractor represents and warrants to COP that, to the best of its knowledge and belief, Contractor: (i) is not presently debarred, suspended, proposed for debarment or declared ineligible for the award of contracts by any federal agency; (ii) has not, within the immediately preceding three-year period, been convicted of or had a civil judgment rendered against Contractor for the (a) commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state, or local) contract or subcontract; (b) violation of federal or state antitrust statutes relating to the submission of offers; or (c) commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion or receiving stolen property; and (iii) is not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in foregoing (ii); and (d) has not within a three- year period preceding the date of this Agreement, had one or more contracts terminated for default by an agency of the United States government. Contractor shall provide immediate written notice to COP if Contractor learns that a certification made pursuant to this Section 8 hereunder was erroneous when made or has become erroneous by reason of changed circumstances.

9. Conflict of Interest. MAGC shall disclose to COP any perceived or apparent conflict of interest related to the Services that MAGC is to render under this Agreement. In signing this Agreement, MAGC accepts the responsibility for disclosure, to COP, of all applicable apparent or perceived conflicts of interest. At a minimum, all such disclosures shall meet the requirements of and be made in accordance with applicable laws and regulations.

10. Representation and Warranty. MAGC hereby represents and warrants to COP that MAGC will provide the Services and produce the Deliverables as identified in this Agreement in a

professional and/or workmanlike manner and in accordance with all reasonable professional standards for such services. MAGC further represents and warrants to COP that: (i) the Covered Work shall be the original work of MAGC and does not violate the rights of any other party; and (ii) if and to the extent it is not MAGC's original work, MAGC has secured all third-party licenses necessary for COP's full and unrestricted use of the same.

11. Severability. In the event any one or more of the paragraphs or provisions of this Agreement shall be held to be invalid, illegal or unenforceable for any reason or in any respect, the validity, legality and enforceability of the remaining paragraphs and provisions shall not be in any way be affected or impaired thereby.

12. Assignability. This Agreement may not be assigned by either party without the prior written consent of the other party.

13. Applicable Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois, without regard to its choice of law principles, and the parties agree to personal jurisdiction and venue in the state and federal courts of the State of Illinois, County of Tazewell in any suit or proceeding arising out of the subject matter of this Agreement.

14. Survival. The following sections shall survive the expiration or termination of this Agreement: 5, 6, 7, 10, 11, 13 and 15.

15. Entire Agreement. This Agreement evidences the entire agreement and understanding between parties and may only be amended by a written document signed by both parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement upon the date first set forth above.

Middle America Government Consulting, Inc.

City of Pekin, Illinois

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

**REQUEST FOR COUNCIL ACTION**

Agenda Date: December 9, 2024
To: Members of the City Council
From: John Dossey, City Manager

AGENDA ITEM: Resolution No. 219-24/25 Approving a Second Amendment to the Agreement with Cruce Aviation, LLC for Contract Operation of the Pekin Municipal Airport

DESCRIPTION: As the City's permanent airport manager is still on military leave, the City is in need of an interim manager to continue day to day operations. Cruce Aviation owner Mike Cruce continues to be willing to serve in that capacity, and he has been serving in a satisfactory manner, so staff has drafted the attached amendment to the existing agreement to continue with Cruce Aviation, LLC for up to an additional two years.

This resolution maintains the terms of the existing contract with Cruce Aviation but with an increase in weekly pay from \$1,275 per week to \$1,375 per week commencing January 1, 2025, and up to \$1,415 per week commencing January 1, 2026. The amendment also allows for the city manager to reduce billing from weekly to hourly as needed if the full-time airport manager returns. Either the City or Cruce Aviation may terminate the contract upon 30 days' written notice. Staff does not have an estimated timeline for when Mr. Barth may return from military leave, so we are recommending a 2-year extension to the contract.

Staff recommends approval of this resolution.

FINANCIAL IMPACT:

Requested Amount: \$23,650 in FY25 and \$73,014 in FY26
 Line Item: Airport Fund, Other Contractual Services, 525-525-569000
 Category: Contractual Services
 Line / Category Budgeted Amount: \$70,000 / \$154,100
 Line / Category Remaining Funds: \$34,775 / \$83,745
 Notes:
 Award Type: Contract Extension

REVIEWED BY:

Eric Dubrowski, Finance Director	Approved - 12/3/2024
Jim Vasselli, City Attorney	Approved - 12/3/2024
John Dossey, City Manager	Approved - 12/5/2024
Sue McMillan, City Clerk	Final Approval - 12/6/2024

**Resolution No. 219-24/25 Approving a Second Amendment to the Agreement with Cruce Aviation, LLC
for Contract Operation of the Pekin Municipal Airport**

WHEREAS, the City of Pekin (the "City") entered into an Agreement for Contract Operation of Pekin Municipal Airport, dated September 12, 2022, with Cruce Aviation, LLC (the "Agreement"), to provide operation services for the Pekin Municipal Airport while the director of airport is on miliary leave; and

WHEREAS, the City entered into a First Amendment to the Agreement, effective December 11, 2022, to extend the Agreement until December 31, 2024; and

WHEREAS, the City and Cruce Aviation, LLC desire to amend the Agreement to further extend the term for an additional two years for reasonable compensation.

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

Section 1. The foregoing findings and recitals are found to be true and correct and are incorporated herein.

Section 2. The Agreement for Contract Operation of Pekin Municipal Airport (the "Agreement"), dated September 12, 2022, with Cruce Aviation, LLC, is amended as set forth in the Second Amendment to the Agreement attached hereto as Exhibit A. The Mayor is authorized and directed to execute said Second Amendment.

RESULT:	(0 TO 0)
MOVER:	None
SECONDER:	None
AYES:	None
NAYS:	None
ABSTAIN:	None
ABSENT:	

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

Mayor

ATTEST:

City Clerk

**AGREEMENT
BETWEEN OWNER AND CONTRACTOR
FOR CONTRACT OPERATION OF PEKIN MUNICIPAL AIRPORT**

THIS AGREEMENT is by and between City of Pekin, IL ("Owner") and
Cruce Aviation, LLC ("Contractor").

Owner and Contractor hereby agree as follows:

ARTICLE 1 – SCOPE OF WORK

1.01 Contractor shall complete all Work as specified below:

- A. Provide contract operation services as needed for the effective and efficient operation of the airport.
- B. Onsite coordination of tenants, users, and stakeholders at the Airport.
- C. Answer and routes telephone calls and messages, providing information or reference to the appropriate person or agency.
- D. Assist pilots with fueling operations.
- E. Collect and record any sales at the Airport.
- F. Informs tenants and potential tenants regarding relevant hangar openings, rental rates and the rules, regulations, and minimum standards.
- G. Provide services to keep the airport terminal and grounds in an acceptable appearance including necessary assistance with lawn mowing operations.
- H. Schedule & coordinate the ordering of fuel and supplies, refuse collection, snow removal and maintenance repairs.
- I. Collect all information needed for reports and records for fuel tanks and hazardous material to maintain compliance with the State Fire Marshal and the Illinois Environmental Protection Agency.
- J. Attend and participate in meetings of the Airport Commission.
- K. Assists the City Staff with annual operational budget needs.
- L. Respond to radio requests to the Airport.
- M. Enters data and information to airport records.
- N. Coordinate as needed with City Staff, contractors, and consultants.
- O. Assist and coordinate events at the Airport.
- P. Other minor operational duties as assigned by City Staff

ARTICLE 2 – CONTRACT TIMES

2.01 *Contract Term*

- A. Contractor will be responsible for the Scope of Work. Contractor period runs 13 weeks from September 12, 2022 through December 10, 2022

ARTICLE 3 – CONTRACT PRICE

3.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract.

- A. Total Contract Amount: \$14,625.00.

ARTICLE 4 – PAYMENT PROCEDURES

4.01 *Submittal and Processing of Payments*

- A. Payment for contract operation services shall be made on a monthly basis. In order to ensure sufficient time for the payment to be processed, invoices must be submitted for payment on the first (1st) of each month following the completion of the previous months work.

ARTICLE 5 – CONTRACTOR’S REPRESENTATIONS

5.01 In order to induce Owner to enter this Contract, Contractor makes the following representations:

- A. Contractor is familiar with and is satisfied as to his knowledge of all Laws and Regulations that may affect cost, progress, and performance of the scope of work.
- B. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of the scope of work; and (3) Contractor’s safety precautions and programs.
- C. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Scope of Work.
- D. The Contract is generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Scope of Work.
- E. Contractor’s entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Scope of Work.

ARTICLE 6 – MISCELLANEOUS

6.01 *Assignment of Contract*

- A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, money that may become due and money that is due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

6.02 *Successors and Assigns*

- A. Owner and Contractor each binds itself, its successors, assigns, and legal representatives to the other party hereto, its successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract.

6.03 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

6.04 *Independent Contractor*

- A. Contractor is an independent contractor of Owner. Nothing contained in this Agreement shall be construed to create the relationship of employer and employee, principal and agent, partnership or joint venture, or any other fiduciary relationship.
- B. Contractor shall not be entitled to worker's compensation, pension, insurance or other benefits afforded to employees of Owner.
- C. Owner shall not be responsible for federal, state and local taxes derived from the Contractor's net income or for the withholding and/or payment of any federal, state and local income and other payroll taxes, worker's compensation, disability benefits or other legal requirements applicable to Contractor. Contractor shall be exclusively responsible for the payment of all taxes, withholding payments, contributions to insurance (including Illinois unemployment insurance should such payments be applicable), contributions to pensions or other deferred compensation plans, Workers' Compensation obligations and FICA (Social Security and Medicare related taxes) obligations and the filing of all necessary documents, forms and returns pertinent to the foregoing.

6.05 *Indemnification*

- A. Contractor, on behalf of itself, its successors, and assign, agrees to indemnify, defend, release, discharge, and hold harmless Owner from and against any and all liability, claims, demands, or causes of action whatsoever, including reasonable attorneys' fees, arising out of (1) Contractor's failure to comply with its obligations or representations under this Agreement, or (2) the negligent or willful misconduct of Contractor, or that of its officers, officials, employees, or agents.
- B. Owner, on behalf of itself, its successors, and assigns, agrees to indemnify, defend, release, discharge, and hold harmless Contractor from and against any and all liability, claims, demands, or causes of action whatsoever, arising out of Contractor's performance of the Scope of Work, except in the case of the negligent or willful misconduct of Contractor, its officers, officials, employees, or agents.

This Agreement will be effective on 9/12/2022 (which is the Effective Date of the Contract).

OWNER: City of Pekin, IL

CONTRACTOR: Cruce Aviation, LLC

By: _____

By: M. Miller

Title: City Manager

Title: MANAGER

Address for giving notices:

111 S. Capitol Street

Pekin, IL 61554

Address for giving notices:

**FIRST AMENDMENT TO AGREEMENT BETWEEN
OWNER AND CONTRACTOR FOR CONTRACT OPERATION
OF PEKIN MUNICIPAL AIRPORT**

This FIRST AMENDMENT TO AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR CONTRACT OPERATION OF PEKIN MUNICIPAL AIRPORT ("First Amendment") is entered into between the City of Pekin, an Illinois municipal corporation ("Owner") and Cruce Aviation, LLC, an Illinois limited liability company ("Contractor").

WHEREAS, Owner and Contractor entered into that certain Agreement Between Owner and Contractor for Contract Operation of Pekin Municipal Airport on September 12, 2022 ("Agreement"); and

WHEREAS, by its terms, the Agreement is set to expire on December 10, 2022; and

WHEREAS, the parties now wish to amend the Agreement to extend the term thereof.

Now, therefore, the Owner and Contractor hereby agree as follows:

1. The term of the Agreement is extended through December 31, 2024; provided, however, that the either party may terminate the Agreement at any time for any reason upon 30 days' written notice to the other party.
2. Commencing December 11, 2022, Owner shall pay Contractor \$1,175.00 per week for the Work performed under the Agreement. Commencing January 1, 2024, Owner shall pay Contractor \$1,275.00 per week for Work performed under the Agreement.
3. All provisions of the Agreement not amended herein shall remain in full force and effect.

This Amendment will be effective on December 11, 2022.

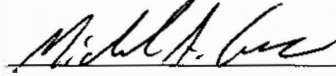
OWNER: City of Pekin, IL

CONTRACTOR: Cruce Aviation, LLC

By:



By:



Title: Interim City Manager

Title: MANAGER

Resolution No. 509-22/23

Agreement Between Owner and Contractor for Contract Operation of Pekin Municipal Airport Cruce Aviation, LLC

WHEREAS, the City entered into an Agreement for Contract Operation of Pekin Municipal Airport dated September 12, 2022 with Cruce Aviation, LLC ("Agreement"), to provide operation services for the Pekin Municipal Airport while the Director of Airports is on military leave; and

WHEREAS, the Agreement is set to expire on December 10, 2022; and

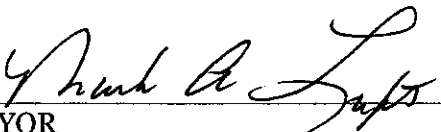
WHEREAS, the parties desire to amend the Agreement to extend the term thereof.

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

Section 1. The above recitals are found to be true and correct and are incorporated herein.

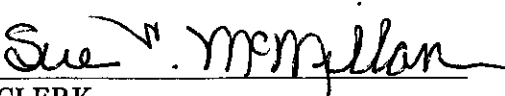
Section 2. The Agreement for Contract Operation of Pekin Municipal Airport dated September 12, 2022 with Cruce Aviation, LLC, is amended as set forth in the First Amendment to Agreement for Contract Operation of Pekin Municipal Airport attached hereto as Exhibit A, and the Mayor is authorized and directed to execute said First Amendment.

ADOPTED AND APPROVED at a regular meeting of the City Council of the City of Pekin this 28th day of November, 2022.



MAYOR

ATTEST:



CITY CLERK

SECOND AMENDMENT TO AGREEMENT
BETWEEN OWNER AND CONTRACTOR FOR
CONTRACT OPERATION OF PEKIN MUNICIPAL AIRPORT

This SECOND AMENDMENT TO AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR CONTRACT OPERATION OF PEKIN MUNICIPAL AIRPORT ("Second Amendment") is entered into between the City of Pekin, an Illinois municipal corporation ("Owner") and Cruce Aviation, LLC, an Illinois limited liability company ("Contractor").

Whereas, Owner and Contractor entered into that certain Agreement Between Owner and Contractor for Contract Operation of Pekin Municipal Airport on September 12, 2022 ("Agreement"), as amended effective December 11, 2022; and

Whereas, the Agreement, as amended, is set to expire on December 31, 2024; and

Whereas, the Owner and Contractor desire to amend the Agreement to further extend the term thereof.

NOW, THEREFORE, THE OWNER AND CONTRACTOR HEREBY AGREE AS FOLLOWS:

1. The term of the Agreement is extended through December 31, 2026; provided, however, that either party may terminate the Agreement at any time for any reason upon 30 days' written notice to the other party.
2. Commencing January 1, 2025, Owner shall pay Contractor \$1,375 per week for Work performed under the Agreement or \$92 per hour if applicable. Commencing January 1, 2026, Owner shall pay the Contractor \$1,415 per week for Work performed under the Agreement or \$94.50 per hour if applicable
3. Commencing January 1, 2025, at the discretion of the City Manager, for periods the Owner has an active full-time Airport Manager in place, the Contractor will bill hourly based on actual hours worked not to exceed 15 hours per week.
4. All provisions of the Agreement not amended herein shall remain in full force and effect.
5. This Amendment will be effective immediately.

Owner: City of Pekin

Contractor: Cruce Aviation, LLC

By: _____

By: _____

Title: Mayor

Title: Manager

**REQUEST FOR COUNCIL ACTION**

Agenda Date: December 9, 2024
To: Members of the City Council
From: Joshua Wray, Economic Development Director

AGENDA ITEM: Resolution No. 220-24/25 Amending City of Pekin Policy No. 21, Procurement Policy

DESCRIPTION: Staff has had several discussions on updating the procurement policy to remove redundancies and inconsistencies as well as create clarity for questions that have arisen in recent years. Rather than try to amend the current policy piece by piece and risk missing something or creating more inconsistency, staff has prepared a wholesale update to the procurement policy. Both the current policy and the proposed update are in the packet.

The proposed update maintains the same spending thresholds for department head, city manager, and Council approval as well as the thresholds for requiring different methods of procurement, which are summarized as follows:

Total Cost	Procurement Category Required	Approval Authority
Up to \$5,000	Micro purchasing	Any procurement agent
Over \$5,000 to \$10,000	Minor purchasing	Department Head
Over \$10,000 to \$15,000	Minor purchasing	City Manager
Over \$15,000 to \$25,000	Minor purchasing	City Council
Over \$25,000	Major purchasing	City Council

The proposed update also maintains procedures for getting quotes, bidding, RFPs, RFQs, emergency purchases, sole source purchases, and other forms of procurement. Changes of substance are highlighted in yellow in the proposed updated policy and mostly consist of clarifications and codifications of existing practice.

Staff recommends approval of this resolution.

FINANCIAL IMPACT:

Requested Amount:
 Line Item:
 Budgeted Amount:
 Remaining Funds:
 Notes:
 Award Type: N/A

REVIEWED BY:

Robert Grogan, Finance Consultant
Eric Dubrowski, Finance Director
Jim Vasselli, City Attorney
John Dossey, City Manager
Sue McMillan, City Clerk

Approved - 12/3/2024
Approved - 12/3/2024
Approved - 12/3/2024
Approved - 12/5/2024
Final Approval - 12/6/2024

Resolution No. 220-24/25 Amending City of Pekin Policy No. 21, Procurement Policy

WHEREAS, the City of Pekin (the "City") 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 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 has adopted on January 28, 2019, Policy No. 21, City of Pekin Procurement Policy, as amended, (the "Procurement Policy") providing for the general rules and requirements for making purchases and contracts with City funds; and

WHEREAS, the City Council finds it in the best interests of the City, its residents, and the efficient administration of the City government to amend the current Procurement Policy as attached hereto as Exhibit A.

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

Section 1. The foregoing findings and recitals are found to be true and correct and are incorporated herein.

Section 2. The City of Pekin Procurement Policy is hereby amended by replacing the current language with the entirety of Exhibit A.

RESULT:	(0 TO 0)
MOVER:	None
SECONDER:	None
AYES:	None
NAYS:	None
ABSTAIN:	None
ABSENT:	

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

PROCUREMENT POLICY

January 28, 2019
Ord No. 2813 &
Policy No. 21-18/19 –
Procurement

Amended
July 26, 2021
Resolution No. 295-21/22

Amended
July 10, 2023
Resolution No. 31-23/24

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PURPOSE

The **City of Pekin**, acting as a trustee of public funds, has an obligation to grant opportunities for all interested parties who provide goods and services. The City also has a responsibility to secure goods and services of the highest quality at the best price.

The purpose of this Purchasing Policy is to obtain the highest quality goods and services for the City of Pekin at the lowest possible price, to exercise financial control over the purchasing process, to clearly define authority for the purchasing function, to allow fair and equal opportunity among qualified suppliers, and to provide for increased public confidence in the procedures followed in public purchasing.

This policy applies to the purchase of goods, supplies, services and the contracting for public improvement projects for all City Departments despite purpose, funding source, or dollar amount.

As a home-rule community, the City of Pekin has the local ability and powers to establish its own purchasing policies by ordinance. The State of Illinois also has adopted competitive bidding- statutes for municipalities. Where possible, the City shall strive for consistency with such statutes.

AFFIRMATIVE ACTION AND LOCAL PREFERENCE

Whenever possible, qualified small, minority and women-owned businesses shall be included in the solicitation lists for bids or non-bid purchases. If the purchase is federally funded in whole or in part, minority and women owned businesses must be included in the solicitation lists and all other affirmative action requirements outlined in any grant provisions must be followed. The City of Pekin may exercise a preference for local businesses for purchases funded exclusively by the City of Pekin but only if such a preference is not greater than 5% more than the lowest responsible bid or proposal or does not result in unreasonable prices or rates due to a lack of competition. For purchases funded in whole or in part with federal funding, the City of Pekin may not exercise a preference for local businesses.

CODE OF CONDUCT

Employees, officers and agents of the City of Pekin who are involved in the procurement and selection of bids and purchases shall make reasonable efforts to avoid real, apparent, or potential conflicts of interest. No employee, officer or agent of the City of Pekin shall participate in selection, award, or administration of a contract if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:

- the employee, officer or agent,
- any member of his or her immediate family,
- his or her partner, or
- an organization which employs, or is about to employ, any of the above has a financial or personal interest in the firm/vendor selected for award.

An employee, officer or agent of the City of Pekin who is involved in the procurement and selection of a bid or purchase and who has a real or apparent conflict of interest must disclose that conflict of interest within the context of a duly-noticed City Council meeting that occurs before the bid selection or purchase takes place. Such disclosure must be documented in the minutes for that meeting which shall be retained as part of the official record surrounding the bid or purchase.

Officers, employees and agents who fail to follow the above Code of Conduct may be sanctioned or disciplined, to the extent permitted by law, for violations of the above standards.

Contract Interference. Employees, officers and agents of the City of Pekin who are involved in the procurement and selection of bids and purchases shall follow 720 ILCS 5/33E-1 (summarized in Attachment A to this policy) that prohibits certain acts that have the effect of interfering with public contracts.

Conflict of Interest. Employees, officers and agents of the City of Pekin who are involved in the procurement and selection of bids and purchases shall follow the following state statutes (summarized in Attachment B to this policy) that prohibit public officials and officers engaging in conduct that divides their loyalty between their personal interests and their public duties:

- Municipal Code—Conflict of Interest Statute (65 ILCS 5/3.1-55-10)
- Public Officer Prohibited Activities Act (50 ILCS 105/0.01 et seq.)
- Criminal Code—Official Misconduct Statute (720 ILCS 5/33-3)

DOCUMENTATION

Records documenting the procurement process for any Minor or Major purchases, as those terms are defined below, including the reason for the specific procurement method chosen, the basis for the award and contract pricing (showing evidence that the process was fair and equitable), as well as any other significant decisions that were part of the procurement process shall be maintained by the City of Pekin in accordance with its retention and disposition schedules. For grant funded projects, records shall be maintained for a period of at least three years from the date of the submission to the Federal government of the final expenditure report, or until the completion of any litigation, claim, negotiation, audit, or other action involving the records, whichever is longer.

PURCHASING AUTHORITY

In accordance with 65 ILCS 5/8-1-7(a), no expense shall be incurred by any of the officers or departments of the City of Pekin, whether the object of the expenditure has been ordered by the corporate authorities or not, unless an appropriation (i.e. via an annual budget) has been previously made concerning that contract or expense. Any contract made, or any expense otherwise incurred, in violation of this provision shall be null and void as to the city, and no money belonging thereto shall be paid on account thereof, except for expenses incurred that are directly related to a collective bargaining agreement (65 ILCS 5/8-1-7(d)).

Purchasing Agents. The following employees are designated to act as Purchasing Agents for the City of Pekin:

- City Manager or his/her administrative designee
- Department Head or his/her administrative designee

Purchasing Agents are responsible for ensuring that the best possible price and quality are obtained with each purchase and shall review all proposed procurements to avoid unnecessary or duplicative purchases of equipment, supplies and services. Purchasing Agents shall also ensure that the principals for free and open competition set forth in this Policy are adhered to.

PURCHASING THRESHOLDS

Incidental Purchases. Purchasing Agents may make purchases of up to \$5,000 without prior approval, provided those purchases are within the budget authorized by the City Council. Incidental Purchases fall under the “Micro Purchases” procurement method. If recurring purchases from the same vendor within one fiscal year would exceed \$10,000, then prior approval of the City Manager and an appropriate procurement method are required.

Minor Purchases. Purchasing Agents may make purchases with a value between \$5,000 and \$10,000 only with prior approval of their Department Head and provided that such purchases are within the budget authorized by the City Council. Minor Purchases fall under the “Small Purchase” procurement method. If recurring purchases from the same vendor within one fiscal year would exceed \$10,000, then prior approval of the City Manager and an appropriate procurement method are required.

Major Purchases. All purchases over \$10,000 require prior approval of the City Manager. Purchases of \$15,000 or more shall require prior approval of the City Council. The City Manager shall review all proposed major purchases to avoid unnecessary or duplicative purchases of equipment, supplies and services. The City Manager shall also ensure that the principals of free and open competition set forth in this Policy are adhered to.

The expenditure authority set forth herein includes the authority to enter into any contracts or agreements necessary to complete the approved purchase.

The expenditure authority of the City manager includes the authority to approve the purchase of right-of-way or easements necessary for the completion of capital improvement projects, and to enter into such agreements as are necessary to complete the acquisition of such right-of-way or easements; provided that the City Manager may delegate this authority to the appropriate department head where the purchase falls within such department head’s expenditure authority as set forth herein.

If federal funding is used for purchases between \$3,000 (\$2,000 in the case of construction projects subject to Davis Bacon Act requirements) and \$150,000, price or rate quotes must be obtained from two or more qualified sources following the affirmative action provision of this policy and all provisions regarding fair and unrestricted competition.

For all major purchases with a value between \$10,000 and \$25,000, price and rate quotations shall

be obtained from at least two qualified vendors to ensure that the City has received a fair and reasonable price. Vendors will be selected based on cost, the quality of the goods and services offered, and the ability, capacity, and skill of the vendor demonstrated under prior contracts with the City of Pekin.

Major purchases with a value over \$25,000 must follow the competitive proposal procurement or a sealed bid process. Purchases of \$150,000 or more must follow the sealed bid process outlined below.

Purchases at or exceeding \$150,000 or construction projects of any value that are funded with federal dollars must follow a sealed bid process as outlined below and also follow any procurement guidance as outlined in the applicable grant agreement. In addition, a pricing analysis must be completed by the purchasing agent or a qualified consultant prior to issuing the request for proposal to ensure that there is a reasonable estimate against which to compare bid proposal pricing.

SEALED BID PROCESS:

The sealed bid process shall be initiated by the issuance of a Request for Bids prepared by the Purchasing Agent. Notice of the Request for Bids shall be made by letters to known providers soliciting bid responses, advertisements posted on the City's website, and advertisements placed in a newspaper of general circulation in the region.

Bid Specifications. A list of bid specifications shall be prepared for each purchase over \$25,000 and shall be available for inspection at City Hall. Bid specifications shall include:

1. Bid name.
2. Bid submission deadline.
3. Date, location, and time of bid opening.
4. Specifications for the project or services including quantity, design, and performance features.
5. Bond and/or insurance requirements.
6. Bid deposit requirements, if any.
7. A copy of the proposed contract.
8. Any special requirements unique to the project or purchase.
9. Delivery or completion date.
10. For construction projects, language that sets a requirement for a bid guarantee in the amount of 5% of the bid price from all bidders, as well as performance and payment bonds in the amount of 100% of the contract price from the contractor awarded the bid. If federally grant funded, the bidders must also include costs for Davis Bacon Act compliance if that is a requirement of the federal agency providing the funding.
11. For construction projects over \$2,000 funded with federal grants, a statement that contractors will be provided with a copy of the most current wage determination (from the DOL website at <http://www.wdol.gov/dba.aspx>) and must comply with the Davis Bacon Act.
12. Language that reserves for the City of Pekin the right, at its sole discretion, to reject any and all bids, wholly or in part, to waive any informalities or any irregularities therein, to accept

any bid even though it may not be the lowest bid, to call for rebids, to negotiate with any bidder, and to make an award which in its sole and absolute judgment will best serve the City's interest. The City of Pekin reserves the right to investigate the financial condition of any bidder to determine his or her ability to assure service throughout the term of the contract.

Once a Request for Bids has been issued, the bid specifications will be available for inspection at the City's offices at 111 S. Capitol Street, Pekin, IL 61554.

Bid Submission. All bids must be submitted in sealed envelopes, addressed to the City of Pekin and plainly marked with the name of the bid and the time of the bid opening. Bid proposals will be date stamped on the outside of the envelope immediately upon receipt. Any bid may be withdrawn in writing prior to the scheduled time for the opening of bids. Any bids received after the time and date specified shall not be considered and shall be returned to the bidder unopened.

Bidders shall bid to specifications and any exceptions must be noted by the bidder. A bidder submitting a bid thereby certifies that the bid is made in good faith without fraud, collusion, or connection of any kind with any other bidder for the same work, and that the bidder is competing solely on his/her behalf without connection with or obligation to any undisclosed person or firm.

Bid Opening. Every bid received prior to the bid submission deadline will be publicly opened and read aloud by the Purchasing Agent. The bid opening will include the name and address of the bidder; for lump sum contracts, the lump sum base bid and the bid for each alternate; for unit price contracts, the unit price for each item and the total, if stated; and the nature and the amount of security furnished with the bid if required.

Criteria For Bid Selection. In evaluating bids, the Purchasing Agent will consider the following criteria:

1. Price.
2. Bidder's ability to perform within the specified time limits.
3. Bidder's experience and reputation, including past performance for the City.
4. Quality of the materials and services specified in the bid.
5. Bidder's ability to meet other terms and conditions, including insurance and bond requirements.
6. Bidder's financial responsibility.
7. Bidder's availability to provide future service, maintenance, and support.
8. Nature and size of bidder.
9. Contract provisions that are acceptable to the City of Pekin.
10. For construction projects over \$2,000 and subject to the Davis Bacon Act compliance, contractor's indication of acceptance of wages in the current wage determination provided as part of the Request for Bids.
11. Any other factors that the City determines are relevant and appropriate in connection with a given project or service.

In addition to the above, in the case of a contract supported by federal funds, the additional criteria shall apply:

1. There shall be no preference exercised for local contractors or suppliers.
2. Minority and women-owned businesses must be included in the solicitation list for the request for proposal.

3. The City of Pekin will not select a bidder who is listed on the Excluded Parties List System website (<https://www.sam.gov>).

Change Orders. If specification changes are made prior to the close of the bid process, the Request for Bids will be amended and notice shall be sent to any bidder who already submitted a bid and a new bid process will be initiated. Once a bid has been accepted, if changes to the specifications become necessary, the City will prepare a change order specifying the scope of the change. Once approved, the contractor and an authorized agent of the City must sign the change order.

Exceptions. The following exceptions to the sealed bid process may apply, however there must be written documentation created and maintained that outlines the process and rationale for such exceptions:

Competitive Proposals. If time does not permit the use of sealed bids, or the award will be made on the basis of non-price related factors, a competitive proposal process shall be initiated by the issuance of a Request for Bids (RFB) or Request for Qualifications (RFQ) prepared by the Purchasing Agent that includes the factors that will be used to evaluate and compare the proposals. Bids or qualifications shall be obtained from an adequate number of qualified sources (at least two vendors) to ensure that the City has received a fair and reasonable price and all notification and record keeping requirements of the sealed bid process shall be followed. If architectural or engineering services are being solicited, this process should be used with the most qualified firm or individual awarded the bid and price or fees negotiated after the award. If competitive proposals are used, all of the above steps in the sealed bid process should be followed except that: 1) the bid submission need not be sealed; and 2) price will not be the primary factor in the proposal selection.

Sole Source Purchases. If the Purchasing Agent determines that there is only one possible source for a proposed purchase, it may waive the bid process and authorize the purchase from the sole source.

Recurring Purchases. If the total value of a recurring purchase of a good or service is anticipated to exceed \$25,000 during any fiscal year, the bid process shall be utilized and shall specify the recurring nature of the purchase. Once a bid has been accepted, all future purchases shall be made from that bidder without necessity of additional bids, until such time as the City desires to initiate a new bid process.

Emergency Purchases. The City may award contracts and make purchases for the purpose of meeting a public emergency without complying with the bid process. Emergency expenditures may include immediate repair or maintenance of city property, vehicles, or equipment if the delay in such repair or maintenance would endanger persons or property or result in substantial impairment of the delivery of important city services.

Professional Services. In accordance with the Local Government Professional Services Selection Act (50 ILCS 510), professional services such as architectural, engineering, or land-surveying services do not fall under the competitive bidding requirements. Those services, instead, must be selected based on qualifications and experience. The bid process shall also not apply to the selection of providers for services that are characterized by a high degree of professional judgment and discretion including legal, financial, auditing, risk management, information technology and insurance services with a value of up to \$25,000.

Public Improvements. Any public improvement exceeding \$25,000 may be contracted or let through the aforementioned policy guidelines or in accordance with 65 ILCS 5/8-9 through:

- (1) A contract let to the “lowest, responsive, and responsible bidder” after advertising for bids in a competitive proposals procurement or a sealed bid process. The lowest, responsive, responsible bidder shall be defined as a person or entity who a) has the capability in all respects to perform fully the contract requirements and the integrity and reliability that will assure good faith performance; b) is financially responsible and is able to discharge one’s obligations in accordance with what may be expected or demanded under the terms of the contract; and c) has complied with all of the requirements of and submitted all of the materials and information in the invitation for bids.
- (2) City employees performing work on the public improvement where all project materials of a value of \$25,000 and upward used in the construction of the work or other public improvement is competitively bid and let to the lowest responsible bidder.

Exceptions to Public Improvement Competitive Bidding (in accordance with 65 ILCS 5/8-9-1)

- (1) Funded by Special Assessment or Taxation. Public improvement projects that are paid in whole or in part by a special assessment or special taxation shall be exempt from competitive bidding.
- (2) Federal Contracts. Competitive bidding under this policy for public improvements shall not apply to any contract with the federal government or any agency of the federal government.
- (3) Super Majority Votes of City Council. Two-Thirds (2/3) of the city council may affirmatively vote to award a contract without competitive bidding. Additionally, the municipality may, by a vote of 2/3rds of the city council, opt to construct the public improvement itself using its own employees. In this instance, all material with a value of \$25,000 or more that is used in the construction of the project must be purchased through a contract let by competitive bidding.
- (4) When the City of Pekin anticipates utilizing State of Illinois funding for a public work improvement contract, the City shall follow the rules set out by the ruling State agency.

Public Works Contract Change Orders. Per the Public Works Contract Change Order Act (50 ILCS 525/5 et seq.), the City shall bid (rather than negotiate) change orders on public works or improvements contracts entered into by the city where the change order necessitates any increase:

- (1) in the contract price that is 50% or more of the original contract price; or
- (2) in the price of a subcontract under the contract that is 50% or more of the original subcontract price.

Any such change orders:

- (1) must be resubmitted for bidding in the same manner for which the original contract was bid;

- (2) are subject to any requirements to employ women and minorities on the public works project that existed at the bidding for the original contract, together with any later requirements imposed by law.

These requirements apply to any contract that was not procured in accordance with the Illinois Procurement Code and the State Finance Act. The Act preempts home rule powers.

Public Construction Bond Act (30 ILCS 550/0.01 *et seq.*). This Act requires that the City shall require a contractor of a public works project exceeding \$5,000 to post a bond to ensure the completion of the work and for the payment for all material and labor, whether by subcontractor or otherwise, except that for most contracts under \$100,000, the contractor may post a non-diminishing irrevocable bank letter of credit in lieu of the bond, so long as the letter of credit contains the same provisions required by the Act.

Prevailing Wage Act Compliance. The Illinois Prevailing Wage Act (820 ILCS 130/0/01 *et seq.*) shall apply to the wages paid by the City of Pekin for labor by workers, laborers and mechanics employed in the construction of a “public work,” which includes all fixed works constructed whole or in part with public funds; and for the maintenance, repair, assembly, and disassembly of equipment being used in the construction of public works, regardless of whether such equipment is owned, leased or rented by the City.

GENERAL PROCEDURES AND PRINCIPLES

These general procedures apply to all procurement regardless of type.

Federally funded non-competitive purchases for \$150,000 or more require a cost analysis to determine the reasonableness of the proposed pricing and should be completed in accordance with the requirements of the federal or state agency issuing the grant funding.

Competitive purchases covered by this policy will be authorized by a signed Contract, Agreement, Payment Authorization, or Client Services Authorization. Only the City Manager and the Mayor are authorized signatories for contracts and other agreements that bind the City.

As soon as feasible for the City to establish a purchasing order system and process, a Purchase Order will be prepared for all purchases except those relating to a contract or participant costs.

A Purchase Order will be completed by the appropriate staff and approved by the City Manager, Department Head or Purchasing Agent prior to placing the order. The Purchase Order must then be maintained by the department making the purchase, with one copy sent to the Finance Department.

Orders placed through the internet should have a confirming order sent or a copy printed off of the screen and must be maintained by the department making the purchase, with one copy sent to the Finance Department.

Upon receipt of goods, a packing slip or other proof of receipt should be signed and dated by the person accepting the goods. All documentation must be sent to the Finance Department.

Competition. All procurement transactions shall be conducted in a manner to provide, to the maximum extent practical, open and free competition. The purchasing agent shall be alert to organizational conflicts of interest as well as noncompetitive practices among contractors that may restrict or eliminate competition or otherwise restrain trade. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specification requirements, statements of work, invitations for bids and/or requests for proposals shall be excluded from competing for such procurements.

Competition may not be restricted or eliminated by:

- Placing unreasonable requirements on firms in order for them to qualify to do business,
- Requiring unnecessary experience and excessive bonding,
- Noncompetitive pricing practices between firms or between affiliated companies,
- Non-competitive awards to consultants who are on retainer contracts,
- Organizational conflicts of interest,
- Specifying only a “brand name” product instead of allowing “an equal” product to be offered and describing the performance of other relevant requirements of the procurement, and
- Any arbitrary action in the procurement process.
- Sub-grantees will conduct procurements in a manner that prohibits the use of statutorily or administratively imposed in-state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable federal statutes expressly mandate or encourage geographic preference.

Joint & Cooperative Purchasing. Pursuant to the Governmental Joint Purchasing Act (30 ILCS 525/0.01 et seq.), the City of Pekin may procure personal property, supplies and services under any contract let by the State of Illinois pursuant to lawful procurement procedures. The City of Pekin may enter into a joint purchases agreement with another governmental unit, whereby one of the governmental units shall conduct the competitive selection process for services or goods. The City of Pekin may also authorize the procurement of personal property, supplies and services which have been procured through a competitive process by a federal agency; a consortium of governmental entities; or a group purchasing organization of which the City is a member or affiliate.

Procurement Procedures

- Purchasing Agents shall avoid purchasing unnecessary items.
- Where appropriate, an analysis shall be made of lease and purchase alternatives to determine which would be the most economical and practical procurement.
- Solicitations for goods and services shall provide for all of the following:
 - i) A clear and accurate description of the technical requirements for the material, product or service to be procured. In competitive procurements, such a description shall not contain features which unduly restrict competition.
 - ii) Requirements which the bidder must fulfill and all other factors to be used in evaluating bids or proposals.
 - ii) A description, whenever practicable, of technical requirements in terms of functions to be performed or performance required, including the range of acceptable characteristics or minimum acceptable standards.
 - iv) The specific features of ‘brand name or equal’ descriptions that bidders are required to meet when such items are included in the solicitation.
- To foster greater economy and efficiency, purchasing agents are encouraged to enter into

State and local intergovernmental agreements for procurement or use of common goods and services.

Cost and Price Analysis. Some form of cost or price analysis shall be made and documented in the procurement files in connection with every procurement action. Price analysis may be accomplished in various ways, including the comparison of price quotations submitted, market prices or similar indicators, together with discounts.

Cost analysis is the review and evaluation of each element of cost to determine reasonableness.

A cost analysis will be necessary when adequate price competition is lacking, and for sole source procurements, including contract modifications or change orders, unless price reasonableness can be established on the basis of a catalog or market price of a commercial product sold in substantial quantities to the general public or based on prices set by law or regulation.

Procurement records. Purchasing Agents will maintain records sufficient to detail the significant history of procurement. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, and contractor selection. Additionally, certifications of publication or tear sheets are needed as documentation for RFP's or Sealed Bid procurements.

Procurement records and files for purchases in excess of the small purchase threshold shall include the following at a minimum:

- (a) basis for contractor selection,
- (b) Justification for lack of competition when competitive bids or offers are not obtained, and
- (c) basis for award cost or price.

Insurance Reimbursements. Purchases for goods or services that are covered by and will be reimbursed by third-party insurance providers should follow the direction given by the third party insurance providers on the selection of vendors. When the third party insurance provider does not establish a vendor to use, then the City's procurement policy must be followed.

The above standards will apply to all procurements.

Requirements for Selection of Contractors. Contracts shall be made only with responsible contractors who possess the potential ability to perform successfully under the terms and conditions of the proposed procurement. Consideration shall be given to such matters as contractor integrity, record of past performance, financial and technical resources or accessibility to other necessary resources.

Procurement of Recovered Materials. The City of Pekin is an entitlement community for the US Department of Housing and Urban Development (HUD) Office of Community Development Community Development Block Grant (CDBG) Program. As such, the City shall comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, with respect to any purchase or acquisition of a procurement item where the purchase price of the item exceeds \$10,000 or where the quantity of such items or of functionally equivalent items purchased or acquired in the course of the preceding fiscal year was \$10,000 or more. These requirements include, but are not limited to:

- Procuring only items designated in guidelines of the Environmental Protection Agency (EPA)

at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

- Procuring solid waste management services in a manner that maximizes energy and resource recovery.
- Establishing a program for procurement of recovered materials as identified in the EPA guidelines.

TYPES OF PROCUREMENT

The following methods are available for the acquisition of goods and services:

1. Micro Purchases
2. Small Purchases
3. Sealed Bids (Formal Advertising)
4. Competitive Proposals
5. Noncompetitive Proposals

1. Micro Purchases. Micro Purchases are purchases with an aggregate dollar amount less than \$5,000. These purchases do not require price quotes. Vendor selection should be distributed equitably among qualified suppliers in an effort to promote competition.

2. Small Purchases. Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than \$10,000. Competitive price or rate quotations shall be obtained from at least two qualified sources whenever possible. Staff shall anticipate total purchases in the aggregate with a single vendor during the same fiscal year. If a future purchase exceeds the dollar limitation, an alternate procurement method must be used.

3 Sealed Bids (Formal Advertising) – Outlined in “SEALED BID PROCESS” pg. 4

4. Competitive Proposals. The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed-price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

- Requests for proposals will be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals shall be honored to the maximum extent practical;
- Proposals will be solicited from an adequate number of qualified sources;
- Purchasing Agents will have a method for conducting technical evaluations of the proposals received and for selecting awardees;
- Awards will be made to the responsible firm whose proposal is most advantageous to the City, with price and other factors considered.

For all procurements excluding contracts, the successful bid will be presented to the Department Head of the department making the procurement. If the Department Head rejects the bid, the City Manager will conduct a review/rating and cost/price analysis or may request the staff to re-rate the proposals. All proposals may be rejected. The award decision cannot be changed without re-rating the proposals using the published criteria.

The competitive proposal procedure is suited for procuring contracts. Upon the direction of the Department Head making the procurement, a Request for Proposal (RFP) packet will be prepared and will be publicized through the media and the providers/contractors list. On receipt of bids, appropriate staff will rate the proposals and conduct a cost/price analysis. The successful bid will be presented to the Department Head stating the reasons for the award.

5. Noncompetitive Proposals. Procurement by noncompetitive proposals may be used only when the award of a contract is infeasible under small purchase procedures, sealed bids or competitive proposals and one of the following circumstances applies:

- A) The item is available only from a single source.
- B) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation.
- C) If grant funds are utilized, the awarding agency authorizes noncompetitive proposals [or performs the procurement]; or
- D) After solicitation of a number of sources, competition is determined inadequate.

Sole source procurements are rare; a failure to plan for needs is not an emergency purchase.

ATTACHMENT A - Interference With Public Contracting

Overview. Article 33E of the Criminal Code of 2012 prohibits certain acts that have the effect of interfering with public contracts. 720 ILCS 5/33E-1 *et seq.* Article 33E was enacted to assure that the best price for the best quality of goods, services, and construction paid for by public monies is obtained.

A. Application.

Article 33E applies to ***all*** contracts for goods, services, or construction let to any person *with or without competitive bidding* by any unit of local government. 720 ILCS 5/33E-2.

B. General Prohibitions.

1. During Bidding and Award - All Contracts.

- Except as otherwise required by law, a public official or employee cannot convey, outside of the competitive bidding process, information concerning contract specifications, other than publicly disseminated clarifications, or the identity of certain subcontractors where including such information or subcontractors in a bid or offer would make it more likely that such bid or offer would be accepted. 720 ILCS 5/33E-6.
- A public official or employee cannot inform a bidder or someone offering a contract that the bid or offer will be accepted only if specified individuals are included as subcontractors. 720 ILCS 5/33E-6.
- A public official cannot award a contract based on criteria not publicly disseminated via any applicable solicitation for contracts procedure. 720 ILCS 5/33E-6.
- A public official or employee cannot share in or receive, directly or indirectly, any money, profit, property, or benefit through the contract with the unit of local government or school district, with the intent to defraud the unit of local government or school district. 720 ILCS 5/33E-17.
- No person shall knowingly string or assist in stringing or attempt to string any contract or job order with a unit of local government or school district (“stringing” means knowingly structuring a contract or job order to avoid competitive bidding requirements). 720 ILCS 5/33E-18.

2. During Bidding and Award - Competitively Bid Contracts.

- A public official or employee cannot open a sealed bid at a time other than the time designated or outside the presence of witnesses required by statute or ordinance. 720 ILCS 5/33E-5.
- A public official or employee cannot disclose to interested parties any information related to the terms of a sealed bid or any bidder’s responsiveness to a request for bids, except as provided by law or as necessary to the performance of duties relating to the bid, *unless* such disclosure is also made generally available to the public. 720 ILCS 5/33E-5.

3. During Contract Administration. A public official or employee cannot approve a change order or a series of change orders that *increase or decrease* the contract price by \$10,000 or

more, or the time of completion by 30 days or more, without first obtaining a *written determination* from the governing body of the unit of local government or its designee that:

- the circumstances said to necessitate the change were not reasonably foreseeable at the time the contract was signed; or
 - the change is germane to the original contract as signed; or
 - the change order is in the best interests of the unit of local government and authorized by law.
- 720 ILCS 5/33E-9.

C. Exemptions from General Prohibitions (720 ILCS 5/33E-12).

1. Disclosures of information related to the name of bidders, offerors, or contractors.
2. Disclosures of information related to acceptable alternatives or substitutes to plans or specifications if such information is also made generally available to the public.
3. Negotiations with the lowest responsible bidder to obtain a reduction in price.
4. Negotiations under the Local Government Professional Services Selection Act.

D. Penalties. A public official or employee who violates Article 33E is guilty of either:

- a Class 4 felony and is subject to not less than one year and not more than three years in prison *and* a fine of up to \$25,000.00 (720 ILCS 5/33E-5; 720 ILCS 5/33E-6; 720 ILCS 5/33E-9; 730 ILCS 5/5-8-1(a)(7); 730 ILCS 5/5-9-1(a)(1)); or
- a Class 3 felony and is subject to not less than two years and not more than five years in prison *and* a fine of up to \$25,000.00 (720 ILCS 5/33E-5; 720 ILCS 5/33E-6; 730 ILCS 5/5-8-1(a)(6); 730 ILCS 5/5-9-1(a)(1)).

ATTACHMENT B - Conflicts of Interest

Overview. The Illinois Legislature has codified sweeping prohibitions against public officials and officers engaging in conduct that divides their loyalty between their personal interests and their public duties.

A. Public Officer Prohibited Activities Act, 50 ILCS 105/0.01 *et seq.*

1. Application: all elected or appointed officials, except those serving on advisory panels or commissions. 50 ILCS 105/3(a).
2. General Prohibitions:
 - Interests in Contracts. A public official cannot have a direct or indirect interest in any contract or work where the official may be called upon to act or vote on the award of such contract or work. 50 ILCS 105/3(a).
 - Representation. A public official cannot represent any person, association, trust, or corporation on any application or bid for any contract or work where the official may be called upon to act or vote on the award of such contract or work. 50 ILCS 105/3(a).
 - Influences. A public official cannot directly or indirectly take money or any other thing of value as a gift, bribe, or means of influencing his or her vote or action. 50 ILCS 105/3(a).
3. Exemptions from General Prohibitions:
 - Small Contracts (more than \$1,500; \$25,000 annual aggregate limit). Members of the governing body of a public entity *may* provide materials, merchandise, property, services, or labor to the public entity if *all* of the following conditions are satisfied:
 - (a) the interested member owns *less than* a 7.5 % share in the person, firm, partnership, association, corporation, or cooperative doing business with the public entity; and
 - (b) the interested member *publicly discloses* the nature and extent of his or her interest prior to or during deliberations concerning the proposed award of the contract; and
 - (c) the interested member *abstains from voting* on the award of the contract, though he or she shall be considered present for purposes of establishing a quorum; and
 - (d) the contract is *approved by a majority vote* of those members presently holding office; and the contract is awarded pursuant to a *sealed bidding* procedure if the amount of the contract *exceeds* \$1,500; and
 - (e) the award of the contract would *not cause the aggregate amount* of all such contracts awarded to the same person, firm, association, partnership, corporation, or cooperative in the same fiscal year *to exceed* \$25,000.
50 ILCS 105/3(b)(1).

- Smaller Contracts (\$2,000 or less; \$4,000 annual aggregate limit). Members of the governing body of a public entity **may** provide materials, merchandise, property, services, or labor to the public entity if **all** of the following conditions are satisfied:
 - (a) the interested member *publicly discloses* the nature and extent of his or her interest prior to or during deliberations concerning the proposed award of the contract; and
 - (b) the interested member *abstains from voting* on the award of the contract, though he or she shall be considered present for purposes of establishing a quorum; and
 - (c) the contract is *approved by a majority vote* of the governing body of the public entity; and
 - (d) the amount of the contract does *not exceed* \$2,000; and
 - (e) the award of the contract would *not cause the aggregate amount* of all contracts awarded to the same person, firm, association, partnership, corporation, or cooperative in the same fiscal year to *exceed* \$4,000.
 50 ILCS 105/3(b)(2).

- Minor Interests (less than 1% share). Members of the governing body of a public entity **may** provide materials, merchandise, property, services, or labor to the public entity if **all** of the following conditions are satisfied:
 - (a) the interested member owns *less than* a 1% share in the person, firm, partnership, association, corporation, or cooperative doing business with the public entity; and
 - (b) the interested member *publicly discloses* the nature and extent of his or her interest prior to or during deliberations concerning the proposed award of the contract; and
 - (c) the interested member *abstains from voting* on the award of the contract, though he or she shall be considered present for purposes of establishing a quorum; and
 - (d) the contract is *approved by a majority vote* of the governing body of the public entity.
 50 ILCS 105/3(b-5).

- Public Utilities. Members of the governing body of a public entity **may** approve utility service contracts with a public utility of which the member is an officer, employee, or holder of an ownership interest of 7½% or less. 50 ILCS 105/3(c).

- Public Companies (direct interests). Members of the governing body of a public entity **may** approve contracts with a public company (a company whose stock is traded on a nationally recognized securities market) of which the member is an employee or holder of an ownership interest of 1% or less in the member's own name if **all** of the following conditions are satisfied:
 - (a) the interested member *publicly discloses* that he or she is an employee or holds an interest of 1% or less in the company *before deliberations* concerning the proposed award of the contract; and

- (b) the interested member *refrains from* evaluating, negotiating, recommending, approving, deliberating, or otherwise participating in the negotiation, approval, or award of the contract; and
- (c) the interested member *abstains from voting* on the award of the contract, though he or she shall be considered present for purposes of establishing a quorum; and
- (d) the contract is *approved by a majority vote* of those members presently holding office.

50 ILCS 105/3(e).

- Public Companies (indirect interests). Members of the governing body of a public entity **may** approve contracts with a public company (a company whose stock is traded on a nationally recognized securities market) of which the member holds an ownership interest of *1% or less* if the ownership interest is held not in the member's own name but *through a mutual fund*. 50 ILCS 105/3(e).
- Local Banks. Members of the governing body of a public entity **may** approve contracts with a local financial institution of which the member is a director, officer, employee, or holder of an ownership interest of *less than 7½%* if **all** of the following conditions are satisfied:
 - (a) the interested member *publicly discloses* the nature and extent of the interest *during deliberations*; and
 - (b) the interested member *does not participate in deliberations*; and
 - (c) the interested member *does not vote* on the award of the contract; and
 - (d) the contract is approved at a *regularly scheduled meeting* by a *majority vote* of those members presently holding office.

50 ILCS 105/3.2.

4. Penalties:

- A public official who violates the Public Official Prohibited Activities Act is guilty of a Class 4 felony and is subject to not less than one year and not more than three years in prison *and* a fine of up to \$25,000.00. 50 ILCS 105/4; 730 ILCS 5/5-8-1(a)(7); 730 ILCS 5/5-9-1(a)(1).
- A public official convicted under the Public Official Prohibited Activities Act forfeits his or her office or official position. 50 ILCS 105/4.
- A contract procured in violation of the Public Official Prohibited Activities Act is void. 50 ILCS 105/3(a).

B. Municipal Code—Conflict of Interest Statute, 65 ILCS 5/3.1-55-10.

1. Application: applies only to municipal officers. 65 ILCS 5/3.1-55-10(a).
2. General Prohibitions:
 - Interests in Contracts. A municipal officer cannot have a direct or indirect interest in:
 - (a) any contract, work, or business of the municipality; or
 - (b) the sale of any article,whenever the cost of such contract, work, business, or article is paid either from the treasury of the municipality or by assessment. 65 ILCS 5/3.1-55-10(a).
 - Purchase of Property. A municipal officer cannot have a direct or indirect interest in the purchase of any property that:
 - (a) belongs to the municipality;
 - (b) is sold for taxes or assessments; or
 - (c) is sold by virtue of legal process at the suit of the municipality.65 ILCS 5/3.1-55-10(a).

3. Exemptions from General Prohibitions:

- The Municipal Conflict of Interest Statute does not prohibit any person serving on a municipal advisory panel or commission or non-governing board or commission from having an interest in a contract, work, or business of the municipality unless the municipal officer's duties include evaluating, recommending, approving, or voting to recommend or approve the contract, work, or business. 65 ILCS 5/3.1-55-10(a).
- The Municipal Conflict of Interest Statute allows for exemptions identical to those set forth in the Public Officer Prohibited Activities Act. 65 ILCS 5/3.1-55-10(a); 65 ILCS 5/3.1-55-10(b)(1); 65 ILCS 5/3.1-55-10(b)(2); 65 ILCS 5/3.1-55-10(b-5); 65 ILCS 5/3.1-55-10(c); 65 ILCS 5/3.1-55-10(e).

4. Penalties:

- A municipal officer who violates the Municipal Conflict of Interest Statute is guilty of a Class 4 felony and is subject to not less than one year and not more than three years in prison *and* a fine of up to \$25,000. 65 ILCS 5/3.1-55-10(d); 730 ILCS 5/5-8-1(a)(7); 730 ILCS 5/5-9-1(a)(1).
- A municipal officer convicted under the Municipal Conflict of Interest Statute forfeits his or her office or official position. 65 ILCS 5/3.1-55-10(d).

C. Criminal Code—Official Misconduct Statute, 720 ILCS 5/33-3.

1. Application: applies to all public officers and employees. 720 ILCS 5/33-3.
2. General Prohibitions: A public officer or employee is guilty of misconduct where, in an official capacity, he or she:
 - intentionally or recklessly fails to perform a mandatory duty; or
 - knowingly performs an act that he or she is forbidden by law to perform; or

- performs an act in excess of his or her authority with the intent to obtain personal advantage for himself or herself or for another; or
 - solicits or knowingly accepts a fee or reward not authorized by law.
- 720 ILCS 5/33-3.

3. Solicitation Misconduct:

- An employee of a chief executive officer of a local government commits solicitation misconduct when he or she knowingly solicits or receives contributions from a person engaged in a business or activity over which that person has regulatory authority.

720 ILCS 5/33-3.2.

4. Penalties:

- A public officer or employee who violates the Official Misconduct Statute is guilty of a Class 3 felony and is subject to not less than 2 years and not more than 5 years in prison and a fine of up to \$25,000. 720 ILCS 5/33-3; 730 ILCS 5/5-8-1(a)(6); 730 ILCS 5/5-9-1(a)(1).
- Solicitation misconduct is a Class A misdemeanor. An employee of a chief executive officer of a local government convicted of committing solicitation misconduct forfeits his or her employment. 720 ILCS 5/33-3.2(d).
- A public officer or employee who violates the Official Misconduct Statute forfeits his or her office or employment. 720 ILCS 5/33-3.

City of Pekin Policy No. 21 Procurement Policy

Approved December 9, 2024
Ordinance No. 220-24/25

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SECTION I – GENERAL REQUIREMENTS

1.1 Purpose

The purpose of this Procurement Policy (the “Policy”) is to obtain the highest quality goods and services for the City at the lowest responsible price, to exercise financial control over the purchasing process, to clearly define authority for the purchasing function, to allow fair and equal opportunity among qualified suppliers, to provide for increased public confidence in the procedures followed in public purchasing, and to maintain efficient and effective purchasing processes. This policy applies to the purchase of all goods and services unless otherwise governed by law. This policy does not apply to sales or other disposition by the City of goods, services, or property, which may use similar terminology of bids, request for proposals, etc.

As a home rule municipality, the City has the authority to establish its own procurement policies by ordinance. The State of Illinois and the federal government have also adopted competitive procurement requirements and options for municipalities, and the City intends to maintain consistency with such laws.

1.2 Affirmative Action

Whenever possible, qualified disadvantaged business enterprises shall be included in the solicitation lists for purchases. The City shall follow all state and federal requirements as applicable.

1.3 Local Preference

The City may exercise a preference for local businesses for purchases funded exclusively by the City but only if such a preference is not greater than 5% more than the lowest responsible bid or proposal or does not result in unreasonable prices or rates due to a lack of competition. There shall be no local preference exercised for procurement involving state or federal funds or if otherwise disallowed.

1.4 Contract Interference

Employees, officers and agents of the City of Pekin who are involved in the procurement processes shall follow 720 ILCS 5/33E-1 (summarized in Attachment A) that prohibits certain acts that have the effect of interfering with public contracts.

1.5 Conflict of Interest

Employees, officers, and agents of the City who are involved in competitive procurement of a good or service shall make reasonable efforts to avoid real, apparent, or potential conflicts of interest. Such a conflict would arise in the following situations:

- the City employee, officer, or agent, or any member of his or her household, is employed or is about to be employed by the organization being considered for selection or award;

- any member of the City employee's, officer's, or agent's immediate family (partner, parent, sibling, or child, including in-laws) is an equity partner, C-suite executive or equivalent, or governing board member of the organization being considered for selection or award;
- any member of the City employee's, officer's, or agent's immediate family (partner, parent, sibling, or child, including in-laws) is employed by the organization being considered for selection or award and winning the selection or award would earn such family member a commission or would otherwise directly benefit from the selection or award;

An employee, officer, or agent of the City who is involved in the competitive procurement of a good or service and who has a real or apparent conflict of interest must disclose that conflict of interest. If the purchase is within the City Manager's spending authority, the disclosure must be made to the City Manager in writing prior to the selection or award. If the purchase is above the City Manager's spending authority, the disclosure must be made during a duly-noticed City Council meeting that occurs before the selection or award takes place, and such disclosure shall be documented in the minutes for that meeting.

Employees, officers and agents of the City who are involved in the procurement and selection of bids and purchases shall follow all applicable state and federal laws that prohibit public officials and officers engaging in conduct that divides their loyalty between their personal interests and their public duties. See Attachment B for a summary of the Public Officer Prohibited Activities Act (50 ILCS 105/0.01 et seq.).

1.6 Public Notices

Any public notice requirements included herein shall be the minimum required actions. Purchasing Agents are free to utilize additional methods of obtaining good faith competition in procurement such as posting on additional procurement websites, sending direct notifications to known vendors, or publishing notices of intent prior to the procurement documents being finalized and published.

1.7 State or Federal Procurement

State or federal procurement requirements shall be followed where applicable despite any provisions in this Policy.

SECTION II - PURCHASING AUTHORITY

2.1 Appropriation

In accordance with 65 ILCS 5/8-1-7(a), no expense shall be incurred by any of the officers or departments of the City, whether the object of the expenditure has been ordered by the corporate authorities or not, unless an appropriation (i.e., via an annual budget) has been previously made concerning that contract or expense. Any contract made, or any expense otherwise incurred, in

violation of this provision shall be null and void as to the City, and no money belonging thereto shall be paid on account thereof, except for expenses incurred that are directly related to a collective bargaining agreement (65 ILCS 5/8-1-7(d)).

2.2 Purchasing Agents

The following employees are designated to act as Purchasing Agents for the City:

- City Manager or his/her administrative designee
- Department Head or his/her administrative designee

Administrative designees must be noted in writing to the Director of Finance and City Manager, and the Director of Finance shall keep the list of designees.

All Purchasing Agents are responsible for ensuring competitive price and reasonable quality are obtained with each purchase and shall review all proposed procurements to avoid unnecessary or duplicative purchases. Purchasing Agents shall also ensure that the principals for free and open competition set forth in this Policy are adhered to and shall strive for the most efficient procurement method available.

2.3 Purchasing Thresholds

All procurement shall be made in accordance with the following schedule of thresholds:

Total Cost	Procurement Category	Approval Authority
Up to \$5,000	Micro purchasing	Any Purchasing Agent
Over \$5,000 to \$10,000	Minor purchasing	Department Head
Over \$10,000 to \$15,000	Minor purchasing	City Manager
Over \$15,000 to \$25,000	Minor purchasing	City Council
Over \$25,000	Major purchasing	City Council

The procurement category shall be based on the cost of the selected item/service. For example, if multiple quotes are gotten for a minor purchase where one quote is under \$25,000 and the rest of the quotes are over \$25,000, the purchase under \$25,000 still falls under the minor purchasing procurement category.

Purchasing thresholds shall be strictly interpreted, and the total cost of an expense to include the primary item as well as ancillary items (e.g., shipping, installation, protection packages, etc.) shall be considered together as one purchase; provided, service contracts that may be cancelled at any time without penalty shall be evaluated with respect to purchasing thresholds based on cost per fiscal year. For example, if a software contract will cost \$12,000 in the first year including implementation and \$8,000 annually thereafter, the purchase would be considered a \$12,000 purchase in the table above. One-time costs, such as implementation fees, may be paid across fiscal years for budgetary purposes, but breaking up costs in that manner shall not alter the threshold for purchasing authority.

2.4 Emergency Procurement

The City may award contracts and make purchases for the purpose of meeting a public emergency without complying with the purchasing thresholds and required procurement methods contained in this Policy. An "emergency purchase" shall be defined as a purchase that is necessary to mitigate:

- a threat to health or safety,
- substantial damage to public or private property, or
- a significant financial loss to the City.

Emergency expenditures may include immediate repair or maintenance of City property, vehicles, or equipment if the delay in such repair or maintenance would endanger persons or property or result in substantial impairment of the delivery of important City services.

The City Manager may authorize emergency purchases when he/she determines the purchase should not wait for a City Council meeting to be held subject to the following provisions:

- (1) For any emergency purchase estimated above \$50,000, the City Manager shall make a good faith attempt to call each member of the City Council to explain the emergency and proposed emergency purchase and to attempt to gather a quorum to hold an emergency City Council meeting within the hour in accordance with the Open Meetings Act. If a quorum cannot be made, the City Manager shall have the authority to authorize the emergency purchase if recommended by the Fire Chief, Police Chief, Chief Building Official, Public Works Director, City Engineer, Finance Director, or City Attorney.
- (2) Prior to authorizing any emergency purchase estimated above \$5,000, the City Manager shall, if feasible, attempt to obtain at least two competitive quotes for the purchase.
- (3) Any emergency purchase above the City Manager's regular spending authority shall be reported to the City Council at the next regular City Council meeting as a receive and file item on the Consent Agenda. The agenda packet shall include a written report on the emergency event and the justification for the emergency purchase as well as the invoices and other supporting documentation for the emergency purchase.

All emergency purchases made using state or federal funds shall be made under the appropriate state or federal procurement requirements.

2.5 Energy Procurement

The City acknowledges the volatility of the energy market and the need for decisiveness to obtain the best energy prices. Therefore, all contracts for energy procurement and electric aggregation may be awarded and entered into by the City Manager; provided, the City Manager shall be responsible for ensuring such contracts were awarded after a competitive procurement process administered by the City or by its energy brokerage agent, and the City Manager shall provide notice to City Council of any contracts entered into under this provision via receive and file item on the consent agenda of the next City Council meeting.

2.6 Recurring Purchases

When a reoccurring purchase is expected within a fiscal year, the total estimated value of the reoccurring purchases for that fiscal year shall be used to determine the appropriate purchasing threshold and procurement method. Once a quote, bid, or submittal has been awarded or selected, all future purchases shall be made from that provider without necessity of additional procurement processes, until such time as the City desires to initiate a new procurement process. The Purchasing Agent shall generally seek to initiate a new process at least every five years or sooner if industry standard. Reoccurring purchases shall not include bona fide separate projects where each project may or may not need competitive procurement subject to the provisions of this Policy.

SECTION III - PROCUREMENT CATEGORIES

3.1 Micro Purchasing

Purchasing Agents may make purchases of up to \$5,000 without price quotations. Vendor selection should be distributed equitably among qualified suppliers in an effort to promote competition.

3.2 Minor Purchasing

Minor purchases are made for goods and services that cost more than \$5,000 and up to \$25,000. Competitive price or rate quotations shall be obtained from at least two qualified sources whenever possible unless sole source procurement is appropriate and justified in writing to the City Manager. If a Purchasing Agent is unable to obtain at least two quotations, documentation of reasonable efforts to do so must be made and reported to the City Manager in writing.

3.3 Major Purchasing

3.3.1 Generally

Purchases of over \$25,000 must be made using the most appropriate competitive procurement method described in this Policy. The three main procurement methods shall be sealed bids, request for proposals, and request for qualifications. Other lawful procurement methods included herein may also be used as applicable.

Purchases at or exceeding \$150,000 or construction projects of any value that are funded with federal dollars must follow a sealed bid process as outlined below. In addition, an engineering estimate or other cost analysis must be documented by the purchasing agent or a qualified consultant prior to issuing the bid to ensure that there is a reasonable estimate against which to compare bid pricing.

3.3.2 Retail Purchasing

When a purchase is to be made at retail where published prices are available to the general public, the Purchasing Agent may, in lieu of a major purchasing procurement method, obtain three prices for the good to be purchased. Minor differences between priced goods may be

allowed, such as non-materially different specifications on a vehicle, and the Purchasing Agent shall recommend to City Council approval of the lowest cost option that meets the needs of the purchase.

3.3.3 Price Analysis

Price analysis is the review and evaluation of each element of cost to determine reasonableness. Some form of price analysis shall be made and documented in the procurement files in connection with every major purchase action. Price analysis may be accomplished in various ways, including the comparison of price quotations submitted, market prices or similar indicators, together with discounts.

A price analysis will also be necessary when adequate price competition is lacking, and for sole source procurements, including contract modifications or change orders, unless price reasonableness can be established on the basis of a catalog or market price of a commercial product sold in substantial quantities to the general public or based on prices set by law or regulation.

3.3.4 Records

Records documenting the procurement process for any major purchases must include:

- (1) the procurement method chosen,
- (2) the notice and request published,
- (3) the basis for selection or award, and
- (4) any other significant decisions that were part of the procurement process.

Such records shall be maintained by the City in accordance with its retention and disposition schedules. For grant funded projects, records shall be maintained for a period of at least three years from the date of the submission to the federal government of the final expenditure report, or until the completion of any litigation, claim, negotiation, audit, or other action involving the records, whichever is longer.

All submittals received in response to a major purchasing procurement method shall be included in the City Council packet as a receive and file item on the Consent Agenda at the duly-noticed City Council meeting for which the selection or award is proposed for approval with such redaction as prudent and permissible by law; provided, the submittal being recommended for award shall be included under New Business as its own action item and need not also be included in the receive and file item.

SECTION IV – MAJOR PURCHASING PROCUREMENT METHODS

4.1 Sealed Bids

4.1.1 Application

The sealed bid process is required for all major purchases for equipment, supplies, materials, and other good as well as construction contracts; provided engineering, architectural, and construction management services should be procured via RFQ as described herein.

4.1.2 Notice

The sealed bid process shall be initiated by the issuance of a Request for Bids prepared by the Purchasing Agent. Notice of the Request for Bids shall be made by advertisement posted on a consolidated procurement page on the City's website and ~~advertisement placed in a newspaper of general circulation in the area~~ other methods of notice that may be prudent as determined by the purchasing agent.

4.1.3 Specifications

A list of bid specifications shall be prepared for each Request for Bid and shall be available for inspection at City Hall by request. Bid specifications shall include:

- (1) Bid name.
- (2) Bid submission deadline.
- (3) Date, location, and time of bid opening.
- (4) Specifications for the project or services including quantity, design, and performance features.
- (5) Bond and/or insurance requirements, if any.
- (6) Bid deposit requirements, if any.
- ~~(7) A copy of the proposed contract.~~
- (8) Any special requirements unique to the project or purchase.
- (9) Delivery or completion date.
- (10) For construction projects when appropriate, language that sets a requirement for a bid guarantee in the amount of 5% of the bid price from all bidders, as well as performance and payment bonds in the amount of 100% of the contract price from the contractor awarded the bid. If federally grant funded, the bidders must also include costs for Davis Bacon Act compliance if that is a requirement of the federal agency providing the funding.
- (11) For construction projects over \$2,000 funded with federal grants, a statement that contractors will be provided with a copy of the most current wage determination (from the DOL website at <http://www.wdol.gov/dba.aspx>) and must comply with the Davis Bacon Act.
- (12) Language that reserves for the City the right, at its sole discretion, to reject any and all bids, wholly or in part, to waive any informalities or any irregularities therein, to accept any bid even though it may not be the lowest bid, to call for rebids, to negotiate with any bidder, and to make an award which in its sole and absolute judgment will best serve the City's interest. The City of Pekin reserves the right to investigate the financial condition of any bidder to determine his or her ability to assure service throughout the term of the contract.

4.1.4 Changes to Bid Specifications

If specification changes are made prior to the close of the bid process, the Request for Bids will be amended and notice of addendum shall be published on the City website and shall be sent to any bidder who already submitted a bid. If the addendum is published without reasonable time to allow changes to bids prior to bid deadline, the purchasing agent may extend the bid deadline and opening date in the addendum.

4.1.5 Bid Submission

All bids must be submitted in sealed envelopes, addressed to the City of Pekin, City Clerk's Office, and plainly marked with the name of the bid and the time of the bid opening. Bid proposals will be date stamped on the outside of the envelope immediately upon receipt. Any bid may be withdrawn in writing prior to the scheduled time for the opening of bids. Any bids received after the time and date specified shall not be considered and shall be returned to the bidder unopened.

Bidders shall bid to specifications; any exceptions must be noted by the bidder. A bidder submitting a bid thereby certifies that the bid is made in good faith without fraud, collusion, or connection of any kind with any other bidder for the same work, and that the bidder is competing solely on his/her behalf without connection with or obligation to any undisclosed person or firm.

4.1.6 Bid Opening

Every bid received prior to the bid submission deadline will be publicly opened and read aloud by the Purchasing Agent. The bid opening will include the name and address of the bidder; for lump sum contracts, the lump sum base bid and the bid for each alternate; for unit price contracts, the unit price for each item and the total, if stated; and the nature and the amount of security furnished with the bid if required.

4.1.7 Criteria for Bid Selection

In evaluating bids, the Purchasing Agent will consider the following criteria:

- (1) Price
- (2) Responsibility
 - a. Bidder's ability to perform within the specified time limits
 - b. Bidder's experience and reputation, including past performance for the City
 - c. Quality of the materials and services specified in the bid
 - d. Bidder's ability to meet other terms and conditions, including insurance and bond requirements
 - e. Bidder's financial responsibility
 - f. Bidder's availability to provide future service, maintenance, and support
 - g. Nature and size of bidder
 - h. Contract provisions that are acceptable to the City of Pekin
 - i. For construction projects over \$2,000 and subject to the prevailing wage compliance, contractor's indication of acceptance of wages in the current wage determination provided as part of the Request for Bids
 - j. Any other factors that the City determines are relevant and appropriate in connection with a given project or service.

When a sealed bid process involves a basket of goods and/or services, the Purchasing Agent shall determine relative weights for each good or service prior to opening bids, and price shall be evaluated inclusive of the predetermined weights. The weighting of goods/services shall not be available to bidders prior to the bid opening.

In addition to the above, in the case of a contract supported by federal funds, additional requirements or criteria may apply and shall be adhered to as applicable. Such requirements or criteria may include:

- There shall be no preference exercised for local contractors or suppliers.
- Disadvantaged businesses must be included in the solicitation list for the request for proposal.
- The City of Pekin will not select a provider who is listed on any excluded parties list with SAM.gov or any other state or federal procurement system.

4.1.8 Public Construction Bond Act

This Act (30 ILCS 550/0.01 et seq.). requires that the City shall require a contractor of a public works project exceeding \$5,000 to post a bond to ensure the completion of the work and for the payment for all material and labor, whether by subcontractor or otherwise, except that for most contracts under \$100,000, the contractor may post a non-diminishing irrevocable bank letter of credit in lieu of the bond, so long as the letter of credit contains the same provisions required by the Act.

4.1.9 Prevailing Wage Act Compliance

The Illinois Prevailing Wage Act (820 ILCS 130/0/0I et seq) shall apply to the wages paid by the City of Pekin for labor by workers, laborers and mechanics employed in the construction of a "public work," which includes all fixed works constructed whole or in part with public funds; and for the maintenance, repair, assembly, and disassembly of equipment being used in the construction of public works, regardless of whether such equipment is owned, leased or rented by the City.

4.1.10 Award

Awards for sealed bids shall be made to the lowest responsible bidder.

4.1.11 Post-Award Change Orders

Once a bid has been accepted, if changes to the specifications become necessary, the City will prepare a change order specifying the scope of the change. Once approved, the contractor and an authorized agent of the City must sign the change order. Per the Public Works Contract Change Order Act (50 ILCS 525/5 et seq.), the City shall bid (rather than negotiate) change orders on public works or improvements contracts entered into by the City where the change order necessitates any increase:

- (1) in the contract price that is 50% or more of the original contract price; or
- (2) in the price of a subcontract under the contract that is 50% or more of the original subcontract price.

Any such change orders:

- (1) must be resubmitted for bidding in the same manner for which the original contract was bid, and
- (2) are subject to any requirements to employ women and minorities on the public works project that existed at the bidding for the original contract, together with any later requirements imposed by law.

These requirements apply to any contract that was not procured in accordance with the Illinois Procurement Code and the State Finance Act. The Act preempts home rule powers.

4.1.12 Semi-Formal Bids in Lieu of Sealed Bids

If time does not permit the use of sealed bids, semi-formal bids shall be obtained from an adequate number of qualified vendors (at least two) to ensure that the City has received a fair and reasonable price. If semi-formal bids are used, all of the above steps in the sealed bid process should be followed except that:

- (1) a full Request for Bids need not be published,
- (2) the bid submission need not be sealed,
- (3) the bids need not be opened publicly at specified date, location, and time

All record keeping requirements of the sealed bid process shall be followed, and special attention shall be paid to the justification for using semi-formal bidding. City Council reserves the authority to reject all semi-formal bids and direct staff to re-bid under the sealed bid process.

4.2 Request for Proposals

4.2.1 Application

The request for proposals (RFP) process is required for major purchases for service contracts outside of construction where criteria other than price should be considered, such as compatibility with other City systems, qualifications and experience, references from other customers, efficiency, effectiveness, etc. These instances include, but are not limited to, software packages, marketing services, strategic planning services, and training programs.

4.2.2 Notice

The RFP process shall be initiated by the issuance of an RFP prepared by the Purchasing Agent. Notice of RFP shall be made by advertisement posted on a consolidated procurement page on the City's website and advertisement placed in a newspaper of general circulation in the area other methods of notice that may be prudent as determined by the purchasing agent.

4.2.3 Specifications

A list of specifications shall be prepared for each RFP and shall be available for inspection at City Hall. Specifications shall include:

- (1) RFP name.
- (2) Submission deadline.
- (3) Submission requirements.

- (4) Specifications for the project or services including quantity, design, and performance features.
- (5) Any special requirements unique to the project or purchase.
- (6) Criteria for selection.
- (7) Anticipated award timeline.
- (8) Language that reserves for the City the right, at its sole discretion, to reject any and all submittals, wholly or in part, to waive any informalities or any irregularities therein, to accept any submittal, to call for republishing the RFP, to negotiate with any provider, and to make an award which in its sole and absolute judgment will best serve the City's interest. The City reserves the right to investigate the financial condition of any provider to determine his or her ability to assure service throughout the term of the contract.

4.2.4 Changes to Specifications

If specification changes are made prior to the close of the RFP process, the RFP will be amended, and notice shall be published on the City website and shall be sent to any provider who already requested the RFP and any provider who already submitted a proposal.

4.2.5 Proposal Submission

All proposals must be submitted to the City Clerk's Office in accordance with the submission requirements set forth in the RFP. Proposals received after the deadline provided in the RFP shall not be considered.

After the RFP deadline has passed, the City Clerk shall cause all proposals to be sent to the Purchasing Agent for review.

4.2.6 Criteria for Selection

In evaluating the submittals, the Purchasing Agent shall consider only those criteria specified in the RFP; provided, the Purchasing Agent may include additional criteria if he or she solicits submittals to such additional criteria from each provider that submitted a proposal by the RFP deadline.

In addition to the above, in the case of a contract supported by federal funds, additional requirements or criteria may apply and shall be adhered to as applicable. Such requirements or criteria may include:

- There shall be no preference exercised for local contractors or suppliers.
- Disadvantaged businesses must be included in the solicitation list for the request for proposal.
- The City of Pekin will not select a provider who is listed on any excluded parties list with SAM.gov or any other state or federal procurement system.

4.2.7 Award

Awards for RFPs shall be made to the best proposal based on the selection criteria described in the RFP. Required documentation for the procurement process shall be on file with the City Clerk.

4.3 Request for Qualifications

4.3.1 Application

In accordance with the Local Government Professional Services Selection Act (50 ILCS 510), professional services such as architectural, engineering, or land- surveying services must be initially selected based on qualifications as described by the Act through a request for qualifications (RFQ) process. Thereafter, provisions of the Act allowing for continued use of satisfactory firms may apply; provided, an estimated expense of above \$40,000 shall require a new RFQ process for that project. The RFQ process shall also apply to the selection of providers for services that are characterized by a high degree of professional judgment and discretion including legal, financial, auditing, risk management, information technology, and insurance services.

4.3.2 Notice

The RFQ process shall be initiated by the issuance of a Request for Qualifications prepared by the Purchasing Agent. Notice of the RFQ shall be made by advertisement posted on a consolidated procurement page on the City's website and advertisement placed in a newspaper of general circulation in the area other methods of notice that may be prudent as determined by the purchasing agent.

4.3.3 Specifications

A list of specifications shall be prepared for each RFQ and shall be available for inspection at City Hall. Specifications shall include:

- (1) RFQ name.
- (2) Submission deadline.
- (3) Submission requirements.
- (4) Specifications for the services.
- (5) Any special requirements unique to the project or service.
- (6) Criteria for selection.
- (7) Anticipated award timeline.
- (8) Language that reserves for the City the right, at its sole discretion, to reject any and all submittals, wholly or in part, to waive any informalities or any irregularities therein, to accept any submittal, to call for republishing the RFQ, to negotiate with any provider, and to make an award which in its sole and absolute judgment will best serve the City's interest. The City reserves the right to investigate the financial condition of any provider to determine his or her ability to assure service throughout the term of the contract.

4.3.4 Changes to Specifications

If specification changes are made prior to the close of the RFQ process, the RFQ will be amended, and notice shall be published on the City website and shall be sent to any provider who already requested the RFQ and any provider who already submitted a proposal.

4.3.5 Qualifications Submission

All submittals of qualifications must be submitted to the City Clerk's Office in accordance with the submission requirements set forth in the RFQ. Submittals received after the deadline provided in the RFQ shall not be considered.

After the RFQ deadline has passed, the City Clerk shall cause all submittals to be sent to the Purchasing Agent for review.

4.3.6 Criteria for Selection

In evaluating the submittals, the Purchasing Agent shall consider only those criteria specified in the RFQ; provided, the Purchasing Agent may include additional criteria if he or she solicits submittals to such additional criteria from each provider that submitted a proposal by the RFP deadline.

Unless specifically disallowed by the Act, project cost or rate costs may be considered but shall not be considered for more than 20% of selection weight.

In addition to the above, in the case of a contract supported by federal funds, additional requirements or criteria may apply and shall be adhered to as applicable. Such requirements or criteria may include:

- There shall be no preference exercised for local contractors or suppliers.
- Disadvantaged businesses must be included in the solicitation list for the request for proposal.
- The City of Pekin will not select a provider who is listed on any excluded parties list with SAM.gov or any other state or federal procurement system.

4.3.7 Award

Awards for RFQs shall be made to the most qualified provider based on the selection criteria described in the RFQ. Required documentation for the procurement process shall be on file with the City Clerk.

4.4 Other Major Purchasing Procurement Methods

4.4.1 Joint & Cooperative Procurement

Cooperative or state-level procurement pursuant to the Governmental Joint Purchasing Act (30 ILCS 525/0.01 et seq.), may be utilized in lieu of any of the three main procurement methods.

4.4.2 Sole Source Purchases

If the Purchasing Agent determines that there is only one possible or sensical source for a proposed purchase, they may waive the bid process and authorize the purchase from the sole source subject to purchasing thresholds provided in this Policy. Sole source procurements are rare and must be accompanied by detailed justification. Whenever sole source procurement is utilized, written justification must be included in the documents submitted to the Finance Department for the purchase.

Where the City has already engaged a vendor for a particular good or service, the City may consider the procurement sole source and may select the same vendor for goods and services without a competitive procurement process only if utilizing different vendors would inherently create substantive inefficiencies, disconnections, or incompatibilities (e.g., adding another module to an existing software package). This allowance for sole source shall not be construed to mean any contract may automatically be awarded to companies with which the City has done prior work; provided, the City may adhere to the Local Government Professional Services Selection Act allowing continuation of service from an engineering, surveying, or architecture firm.

4.4.3 Other

The City may award contracts and make purchases in accordance with any other procurement methods provided for by state or federal law.

ATTACHMENT A – INTERFERENCE WITH PUBLIC CONTRACTING

Overview

Article 33E of the Criminal Code of 2012 prohibits certain acts that have the effect of interfering with public contracts. 720 ILCS 5/33E-1 et seq. Article 33E was enacted to assure that the best price for the best quality of goods, services, and construction paid for by public monies is obtained.

Application

Article 33E applies to all contracts for goods, services, or construction let to any person with or without competitive bidding by any unit of local government. 720 ILCS 5/33E-2.

General Prohibitions

(1) During Bidding and Award - All Contracts.

- a. Except as otherwise required by law, a public official or employee cannot convey, outside of the competitive bidding process, information concerning contract specifications, other than publicly disseminated clarifications, or the identity of certain subcontractors where including such information or subcontractors in a bid or offer would make it more likely that such bid or offer would be accepted. 720 ILCS 5/33E-6.
- b. A public official or employee cannot inform a bidder or someone offering a contract that the bid or offer will be accepted only if specified individuals are included as subcontractors. 720 ILCS 5/33E-6.
- c. A public official cannot award a contract based on criteria not publicly disseminated via any applicable solicitation for contracts procedure. 720 ILCS 5/33E-6.
- d. A public official or employee cannot share in or receive, directly or indirectly, any money, profit, property, or benefit through the contract with the unit of local government or school district, with the intent to defraud the unit of local government or school district. 720 ILCS 5/33E-1 7.
- e. No person shall knowingly string or assist in stringing or attempt to string any contract or job order with a unit of local government or school district ("stringing" means knowingly structuring a contract or job order to avoid competitive bidding requirements). 720 ILCS 5/33E-18.

(2) During Bidding and Award - Competitively Bid Contracts.

- a. A public official or employee cannot open a sealed bid at a time other than the time designated or outside the presence of witnesses required by statute or ordinance. 720 ILCS 5/33E-5.
- b. A public official or employee cannot disclose to interested parties any information related to the terms of a sealed bid or any bidder's responsiveness to a request for bids, except as provided by law or as necessary to the performance of duties relating to the bid, unless such disclosure is also made generally available to the public. 720 ILCS 5/33E-5.

(3) During Contract Administration. A public official or employee cannot approve a change order or a series of change orders that increase or decrease the contract price by \$10,000

or more, or the time of completion by 30 days or more, without first obtaining a written determination from the governing body of the unit of local government or its designee that:

- a. the circumstances said to necessitate the change were not reasonably foreseeable at the time the contract was signed; or
- b. the change is germane to the original contract as signed; or
- c. the change order is in the best interests of the unit of local government and authorized by law.720 ILCS 5/33E-9.

Exemptions from General Prohibitions (720 ILCS 5/33E-12)

- (1) Disclosures of information related to the name of bidders, offerors, or contractors.
- (2) Disclosures of information related to acceptable alternatives or substitutes to plans or specifications if such information is also made generally available to the public.
- (3) Negotiations with the lowest responsible bidder to obtain a reduction in price.
- (4) Negotiations under the Local Government Professional Services Selection Act.

Penalties

A public official or employee who violates Article 33E is guilty of either:

- (1) a Class 4 felony and is subject to not less than one year and not more than three years in prison and a fine of up to \$25,000.00 (720 ILCS 5/33E-5; 720 ILCS 5/33E-6; 720 ILCS 5/33E-9; 730 JLCS 5/5-8-1(a)(7); 730 ILCS 5/5-9-1(a)(1)); or
- (2) a Class 3 felony and is subject to not less than two years and not more than five years in prison and a fine of up to \$25,000.00 (720 ILCS 5/33E-5; 720 ILCS 5/33E-6; 730 ILCS 5/5-8-1(a)(6); 730 ILCS 5/5-9-J(a)(1)).

ATTACHMENT B – CONFLICTS OF INTEREST

Public Officer Prohibited Activities Act, 50 ILCS 105/0.0 I et seq.

- (1) Application: all elected or appointed officials, except those serving on advisory panels or commissions. 50 ILCS 105/3(a).
- (2) General Prohibitions:
 - a. Interests in Contracts. A public official cannot have a direct or indirect interest in any contract or work where the official may be called upon to act or vote on the award of such contract or work. 50 ILCS 105/3(a).
 - b. Representation. A public official cannot represent any person, association, trust, or corporation on any application or bid for any contract or work where the official may be called upon to act or vote on the award of such contract or work. 50 ILCS 105/3(a).
 - c. Influences. A public official cannot directly or indirectly take money or any other thing of value as a gift, bribe, or means of influencing his or her vote or action. 50 ILCS 105/3(a).
- (3) Exemptions from General Prohibitions:
 - a. Small Contracts (more than \$1,500; \$25,000 annual aggregate limit). Members of the governing body of a public entity may provide materials, merchandise, property, services, or labor to the public entity if all of the following conditions are satisfied:
 - i. the interested member owns less than a 7.5 % share in the person, firm, partnership, association, corporation, or cooperative doing business with the public entity; and
 - ii. the interested member publicly discloses the nature and extent of his or her interest prior to or during deliberations concerning the proposed award of the contract; and
 - iii. the interested member abstains from voting on the award of the contract, though he or she shall be considered present for purposes of establishing a quorum; and
 - iv. the contract is approved by a majority vote of those members presently holding office; and the contract is awarded pursuant to a sealed bidding procedure if the amount of the contract exceeds \$1,500; and
 - v. the award of the contract would not cause the aggregate amount of all such contracts awarded to the same person, firm, association, partnership, corporation, or cooperative in the same fiscal year to exceed \$25,000. 50 ILCS 105/3(6)(1).

**REQUEST FOR COUNCIL ACTION**

Agenda Date: December 9, 2024
To: Members of the City Council
From: Robert Grogan, Finance Consultant

AGENDA ITEM: Resolution No. 221-24/25 Adopting City of Pekin Policy No. 28, Outstanding Check Policy

DESCRIPTION: The external auditors recommended that the City adopt an Outstanding Check Policy. State law requires that unclaimed checks after three year be turned over to the State Treasurer for safe keeping. Claimants can recover monies from that office after they have been remitted. The City is in compliance with the state's requirements. This policy formalizes the steps in this process.

FINANCIAL IMPACT:

Requested Amount:
 Line Item:
 Budgeted Amount:
 Remaining Funds:
 Notes:
 Award Type: N/A

REVIEWED BY:

Jim Vasselli, City Attorney	Approved - 12/3/2024
John Dossey, City Manager	Approved - 12/4/2024
Eric Dubrowski, Finance Director	Approved - 12/4/2024
John Dossey, City Manager	Approved - 12/5/2024
Sue McMillan, City Clerk	Final Approval - 12/6/2024

Resolution No. 221-24/25 Adopting City of Pekin Policy No. 28, Outstanding Check Policy

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 intends to establish a formal written policy governing the disposition of lost, stolen, or seized property; and

WHEREAS, attached hereto and incorporated into this Resolution as Exhibit A is the proposed "Outstanding Check Policy" providing guidelines to City appointees, contractors, employees, and officers;

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

Section 1. The foregoing findings and recitals are found to be true and correct and are incorporated herein.

Section 2. City of Pekin Policy No. XX, Outstanding Check Policy, attached hereto as Exhibit A, is hereby adopted.

Section 3. The provisions of this Resolution shall become effective upon its passage.

Section 4. All other city ordinances, resolutions, proclamations, or approvals that conflict with this are, to the extent permitted by law, superseded.

Section 5. All City appointees, contractors, employees, and officers are authorized to take all steps to effectuate the intent of this Resolution.

RESULT:	(0 TO 0)
MOVER:	None
SECONDER:	None
AYES:	None
NAYS:	None
ABSTAIN:	None
ABSENT:	

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, Illinois Outstanding Check Policy

Purpose

The purpose of the City of Pekin, Illinois Outstanding Check Policy is to ensure accurate cash reporting and management. It also is adopted to reduce the risk of fraud.

Procedure

When a check is outstanding for more than five (5) months the City of Pekin's Director of Finance, or his/her designee, shall attempt to contact all payees and notification to the payees of over \$50 will include first class mail that the check was issued and is still outstanding. The letter shall indicate the check number, check date, and the amount of the outstanding check. The payee will have 30 days to claim the outstanding check, after which it will need to be reissued. If the check is for an employee, the employee will be directly contacted.

At least once each year, the City of Pekin's Director of Finance, or his/her designee, shall prepare a listing of all checks that have been outstanding for more than six (6) months in which notification was sent to the payee and the check was not claimed. A journal entry will be done to reclass the funds into the City of Pekin's unclaimed liability account.

In July of each year, per state statute, the City will send to the apparent owner of checks over \$50 that are dated more than 3 years prior, a notice via first class mail that they have an uncashed check.

Once a year, during October, the City of Pekin's Director of Finance, or designee, will review the listing of all checks that have been outstanding and reclassified into the unclaimed liability account to determine which outstanding checks will be sent (checks dated three (3) years or older as of June 30) to the State of Illinois, Unclaimed Property Division, per State Statute.

The annual report will be filed with the State of Illinois, prior to November 1st. If there are no such checks to be remitted, then a zero report shall still be filed.

**REQUEST FOR COUNCIL ACTION**

Agenda Date: December 9, 2024
To: Members of the City Council
From: Jim Vasselli, City Attorney

AGENDA ITEM: Resolution No. 222-24/25 Initiating a Public Question for Advisory Referendum for the April 1, 2025, Consolidated Election Regarding the 1% Grocery Tax

DESCRIPTION: This agenda item was added on motion by Councilmember Hilst, second by Councilmember Nutter, to add a question on the April 1 ballot about whether the City should retain the 1% grocery tax previously approved by City Council. This tax does not add new tax burden to grocery shoppers in Pekin; it only maintains the grocery tax and associated revenue to the City since the State is eliminating the grocery tax at its level effective January 1, 2026.

By State law, this question would be a non-binding advisory referendum. In order to place an advisory referendum on the ballot, the City Council may pass a resolution doing so not less than seventy-nine (79) days prior to the election. Alternatively, a petition from the public may be filed with the County Clerk, in which case the City has no role in the process.

Staff's analysis of the impact of removing the 1% grocery tax is that the City would lose approximately \$1.5 million of revenue annually. Given that the PPRT disbursement from the State is already being reduced approximately another \$1 million (down \$2 million from a year ago), and given that the pension funding obligations are increasing more than the real estate tax levy, staff does not recommend any action to reduce revenue further. Doing so will force cuts to public services and/or delays in public projects.

FINANCIAL IMPACT:

Requested Amount:
 Line Item:
 Budgeted Amount:
 Remaining Funds:
 Notes:
 Award Type:

REVIEWED BY:

Eric Dubrowski, Finance Director
 John Dossey, City Manager
 Sue McMillan, City Clerk

Approved - 12/6/2024
 Approved - 12/6/2024
 Final Approval - 12/6/2024

**Resolution No. 222-24/25 Initiating a Public Question for Advisory Referendum for the April 1, 2025,
Consolidated Election Regarding the 1% Grocery Tax**

WHEREAS, the City of Pekin, Illinois (the “City” or the “City of Pekin”) is a municipal corporation established by and with powers under the Illinois Municipal Code (65 ILCS 5/1-1-1, et seq.) and has the powers set forth in the Constitution of the State of Illinois of 1970 and the Illinois Compiled Statutes; and

WHEREAS, the State of Illinois will discontinue the 1% statewide grocery tax effective January 1, 2026, that currently provides \$1.5 to \$1.7 million of revenue to the City of Pekin (the "City") used to fund public services; and

WHEREAS, Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24) provides that, beginning on January 1, 2026, all Illinois municipalities may impose a tax “upon all persons engaged in the business of selling groceries at retail in the municipality” (the “Municipal Grocery Tax”) (65 ILCS 5/8-11-24); and

WHEREAS, Ordinance 4252-24/25, approved by City Council on November 12, 2024, established a local 1% municipal grocery tax in the City of Pekin to replace the statewide grocery tax effective January 1, 2026; and

WHEREAS, Section 3.1-40-60 of the Illinois Municipal Code (65 ILCS 5/3.1-40-60) allows the City Council, by majority vote, to authorize an advisory question of public policy, also known as an advisory referendum, to be placed on the ballot at the next regularly scheduled election in the City; and

WHEREAS, the Election Code provides that advisory questions of public policy shall be submitted to referendum pursuant to Section 28-5 of the Election Code (10 ILCS 5/28-5) or pursuant to a statute which so provides; and

WHEREAS, this Resolution is being adopted not less than seventy-nine (79) days before the April 1, 2025, Consolidated Election, as required by the Election Code (10 ILCS 5/1-1, et seq.); and

WHEREAS, Section 3.1-40-60 of the Illinois Municipal Code (65 ILCS 5/3.1-40-60) requires the advisory question of public policy to be placed on the ballot at the next regularly scheduled election in the City, which is the April 1, 2025, Consolidated Election; and

WHEREAS, the Mayor and City Council find it to be in the best interests of the City and its residents to put a non-binding advisory question on the ballot regarding whether the City should retain the one percent (1%) local grocery sales tax set to go into effect on January 1, 2026; and

WHEREAS, the advisory referendum shall be certified to the election authority to be placed on the ballot for the April 1, 2025, Consolidated Election, which is the next regularly scheduled election in the City.

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

Section 1. The foregoing findings and recitals are found to be true and correct and are incorporated herein.

Section 2. . Pursuant to Section 3.1-40-60 of the Illinois Municipal Code (65 ILCS 5/3.1-40-60) and Article 28 of the Election Code (10 ILCS 5/28-1, et seq.), the following public question shall be submitted to the voters of the City of Pekin at the April 1, 2025, Consolidated Election as a non-binding, advisory referendum:

There is currently a statewide 1% sales tax on groceries YES
that brings more than \$1.5 million of revenue to the NO
City of Pekin, which is used for general expenses
including police, fire, and road maintenance, and
removing this tax would require the City to increase
other taxes such as the property tax and/or cut
spending on public safety and road maintenance;
should the City of Pekin keep the existing 1% tax on
sales of groceries?

Section 3. The City Clerk shall certify this Resolution and the public question to the Tazewell County Clerk and any other applicable election authority not less than sixty-eight (68) days before the election, or as otherwise provided by law, to ensure that the foregoing proposition is placed on the ballot at the April 1, 2025 Consolidated Election. The City Clerk is authorized to cause all required notices and publications concerning the advisory referendum to be made and published. The Mayor is authorized to execute, and the City Clerk is directed to attest to, any documentation required to carry out the intent of this Resolution. The officers, agents and/or employees of the City shall take all action necessary or reasonably required by the City to carry out, give effect to and effectuate the purpose of this Resolution and shall take all action necessary in conformity therewith.

Section 4. All code provisions, ordinances, resolutions, rules and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

Section 5. If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity thereof shall not affect any other provision of this Resolution.

Section 6. This Resolution shall be effective and in full force immediately upon passage and approval as provided by law.

RESULT:	(0 TO 0)
MOVER:	None
SECONDER:	None
AYES:	None
NAYS:	None
ABSTAIN:	None
ABSENT:	

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: December 9, 2024
To: Members of the City Council
From: Joshua Wray, Economic Development Director

AGENDA ITEM: Resolution No. 223-24/25 Approving a Service Agreement with IT360 for Security and Compliance Consulting

DESCRIPTION: A staff team has been working with IT360 to complete an assessment of the City's current IT infrastructure and identify both security weaknesses and areas of noncompliance with federal Criminal Justice Information Services (CJIS) regulations. That assessment is complete, and staff would now like to contract with IT360 to correct the problems in security and compliance. The service agreement with IT360 is not included in the public packet for security reasons but is available to City Council.

The service agreement notes IT360 will bill at \$150 per hour of actual work completed. The total estimated amount of work for the project is 1,350 hours, meaning the City will pay approximately \$200,000 for this work, but this is only part of the project similar to the engineering for a road project. Staff also expects significant new costs in software, hardware, and licensing as part of this project, but those costs are not known yet. IT360 will be developing recommended expenditures as they get deeper into implementation, and staff will bring an estimated project cost to Council for approval. It is estimated to be at least an additional \$350,000.

Staff recommends approval of this resolution.

FINANCIAL IMPACT:

Requested Amount: Estimated at \$100,000 in FY25 and \$100,000 in FY26

Line Item: General Fund, IT, Other Contractual Services 100-009-569000

Category: Contractual Services

Line / Category Budgeted Amount: \$5,000 / \$879,069

Line / Category Remaining Funds: \$4,820 / \$265,538

Notes:

Award Type: Sole Source - The City obtained quotes for the initial assessment and correction plan, which IT360 won, and staff would like to now utilize them to implement the correction plan as they are familiar with the City's system and its deficiencies.

REVIEWED BY:

David Hess, Network Support Administrator
Eric Dubrowski, Finance Director
Jim Vasselli, City Attorney
John Dossey, City Manager
Sue McMillan, City Clerk

Approved - 12/2/2024
Approved - 12/2/2024
Approved - 12/3/2024
Approved - 12/5/2024
Final Approval - 12/6/2024

Resolution No. 223-24/25 Approving a Service Agreement with IT360 for Security and Compliance Consulting

WHEREAS, the City of Pekin (the "City") utilizes various information technology to operate and support City all services including police, fire, wastewater treatment, street maintenance, building and development, airport and other departments and divisions; and

WHEREAS, there is an increasing threat to the City's information systems evidenced by an increase in data breaches, ransomware attacks, and other cyberattacks on government agencies across the country; and

WHEREAS, the City has the responsibility and obligation to protect information from cyberattacks and to maintain compliance with all state and federal regulations regarding information security and access, including the Criminal Justice Information Services compliance regulations; and

WHEREAS, an assessment of the City's information technology and systems has been completed by IT360; and

WHEREAS, the City Council finds it in the best interests of the community to enter into an agreement with IT360 to ensure property security and compliance.

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

Section 1. The foregoing findings and recitals are found to be true and correct and are incorporated herein.

Section 2. The Master Service Agreement with IT360, Inc. attached hereto as Exhibit A is hereby approved, and the City Manager is hereby authorized to execute said agreement.

RESULT:	(0 TO 0)
MOVER:	None
SECONDER:	None
AYES:	None
NAYS:	None
ABSTAIN:	None
ABSENT:	

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

Mayor

ATTEST:

City Clerk